

Request for proposal

WeWorld-GVC is pleased to invite eligible organizations to submit proposals / applications to implement proposals for priority needs identified through a consultation process with various stakeholders and social partners and presented in the “AI Assi Programme of Measures” document.

Applicants have to fill this request for proposal form in English or Arabic and submit it, along with supporting documentation, by email to lb.proposal@gvc.weworld.it with the email title “NAME OF YOUR ORGANIZATION – HawkaMaa-EU – PROPOSED AREA” or in person (in a sealed envelope with a label title “NAME OF YOUR ORGANIZATION – HawkaMaa Project – PROPOSED AREA”) to WeWorld-GVC representative office in 1st floor Shahine Building, Alfred Street, near LU fine Arts main road, Furn El Chebbak, Beirut, Lebanon by July 07, 2023 at 4:00 pm. Selected initiatives will be contacted within one month of the submission of their proposal.

Section 1: Overview

WeWorld-GVC (WW-GVC), constituted from the merger of two NGOs in 2018, is an Italian secular and independent organization working since 1971 in international cooperation and humanitarian aid. Present in more than 20 countries, WeWorld-GVC operates in the following areas of assistance: human rights, humanitarian aid, food security and livelihoods, access to water, health and hygiene, education, global citizenship education, quality teaching and international volunteering.

WeWorld-GVC has been working in Lebanon since 2006 and is currently supporting vulnerable populations through multi-sectoral emergency responses as well as water governance, livelihood, and local development interventions in Baalbek-Hermel and Akkar governorates.

WeWorld-GVC interventions aim to increase the populations’ resilience, enhancing the communities’ capacity to find, within its fabric, the skills and resources necessary to grow in a self-sufficient manner. The mission counts more than 50 employees, divided into four offices (Beirut, Zahle, Ain, Kobayat). The main donors of the mission are EU, OCHA, AICS, and AFD.

Section 2: Objectives of this funding opportunity

WeWorld-GVC is implementing a program through funding from the European Union for the implementation of the project entitled “HawkaMaa-EU - WASH assistance to support water governance and public water and wastewater services in Lebanon for host and refugee communities”. The project duration is 36 months and is implemented by five implementing partners: ACTED, LebRelief, WWGVC, ACF and Solidarites International.

Under the project, WeWorld-GVC and ACTED developed a “Programme of Measures” listing key measures to be implemented to improve the management of the AI Assi Catchment. These measures were formulated within a study done by a national consultant appointed by ACTED, the inputs of these measures were discussed with key national and local stakeholders of the basin through a workshop conducted in Hermel, North Bekaa and attended by over 60 stakeholders.

The project has the dual objective to improve management of the AI Assi River Basin while also strengthening the role and contribution of civil society in the water sector in Lebanon.

The provision of grants to the CSOs will empower these organizations to implement water projects to support the **implementation of the AI Assi Catchment Management Plan**, and specifically the measures listed in the Programme of Measures (attached).

Eligible activities / proposals under this financial support are activities that meet the priority needs listed in the “AI Assi Programme of Measures” documents developed for the AI Assi basin. The sectors of intervention are water, hygiene and sanitation and other sectors that affect directly or indirectly the water sector. The specific areas of intervention are localities around the AI Assi River Basin located in North Bekaa.

Only CSOs working in these specific municipalities and with the capacity to address priorities mentioned in the “AI Assi Programme of Measures” will be supported under the grant.

Section 3: Funding details and requirements

Grants will be awarded based on assessment for a value of up to 25,000 EUR (or equivalent in USD) based on the budget proposed. After the closing date, WeWorld-GVC will form a committee to review the applications and score them according to below criteria. Selected projects must be implemented **in a period of 6 months**.

Applicants will be selected based on the following criteria:

- a. Operational capacity (technical expertise, previous experience and capacity to implement such a project)
- b. Action to take place in one of the targeted areas of interventions (AI Assi Basin)
- c. The relevance of the action and its integration among the whole program's targets
- d. The action meets the needs identified in the “AI Assi Programme of Measures” document.
- e. The cost-effectiveness of the project.
- f. The proposed project should be planned and designed In coordination with corresponding municipality/ies.
- g. Projects' geographical coverage should include at least one locality, but to promote integrated resource management and increased collaboration between stakeholders applications that covers more than one locality will score higher.
- h. Applicants (per application/project) must have attended the Capacity Building trainings provided for each basin.

In order to receive the financial support, organizations will be assessed by WeWorld-GVC to measure their organizational and administrative capacities and must demonstrate satisfactory levels.

Section 4: Eligibility

4.1- Eligible applications

Only grassroots and community-based organizations working for the interest and needs of the local community are eligible for financial support. An official registration as an NGO or community based organization is required.

Only organizations operating in the above-mentioned areas and with previous experience implementing water related projects are eligible.

4.2- Eligible costs

Eligible costs that are directly related and relevant to the proposed project, include such expenses as:

- personnel
- travel and accommodations
- materials and equipment
- rent and utilities
- “other” costs related to the approved project

Procurement will however be done directly by WeWorld-GVC, thus only funds related to HR and running expenditures will be transferred to the organization. The following activities and expenses are not eligible for funding:

- Stand-alone activities, which are unrelated to the proposed project and activities
- Purchase of land, buildings
- Unidentified miscellaneous costs
- Renting charges for space and computer use when already owned by the recipient organization.
- International conferences, travel, trainings of staff of the CSOs.

A detailed budget is required as part of the full proposal of the application process (cf. template).

No project expenses may be incurred prior to the acceptance and signature of the Third Party Sub-grant Agreement by all parties. Running cost (including office costs, support staff costs, and other structural cost for the organization's management) should not exceed 10% of the total budget.

Section 5: proposal's project description (the proposal should be typed, double-spaced, font Arial 10. For printed versions, kindly type proposal on additional pages).

5.1: Summary of the proposed project.

Title of the Project	
Proposed Project (up to 50 words)	
Region of intervention / Municipality	
Number of direct beneficiaries (segregated by gender and nationality)	
Suggested duration of the project (Months) (Max 6 months)	

Overall Proposed Budget (\$)	
Overall Proposed Co-funding Budget (\$) <i>(Minimum 5%)</i>	

5.2: Background of the Current Situation, *including description of the current situation, sector-related targeted topics, target population, previous experience if any related to the proposed project, relevance of selected partners in your proposed project; and how will your proposal help in supporting the proposed sector, etc.* (At least 500 words)

5.3: Goals and objectives (Max 250 words)

Overall Objective: (One for the whole project):

Specific objectives: (At least 2 objectives with measurable targets):

5.4: Methodology – *How, where, when, with which means will this project be implemented, and what is the role of your partners in these activities (detailed activities)?* (At least 500 words)

5.5: Results – *What outcomes are expected to be achieved with this project? How do you plan to evaluate the success of your project?* (Max 500 words)

5.6: Alignment with the AI Assi Programme of Measures – *How does this project align with the Programme of Measures developed for the AI Assi basin? Which measure is the project seeking to address? Please elaborate on how the proposed activities will address the needs highlighted in the AI Assi Catchment plan.* (Max 500 words)

5.7: Cooperation with Municipality: *How could this project be implemented in collaboration with the local authorities, community and other key stakeholders?* (Max 500 words)



5.8: Beneficiaries –*please list the beneficiaries and expected number of people benefiting from this project?*

Who are the beneficiaries or target group? (example: the elderly, school children, youth groups, refugees, teachers, non-profit organizations, local authorities)	
Expected number of people benefiting from the project? (Number of youth, men and women)	

Section 6: Contact us

For any questions or queries about this sub-granting opportunity, please contact lb.proposal@gvc.weworld.it

Requested Documents to submit by email or in the sealed envelope:

- Proposal based (shared template)
- Contact information sheet (shared format)
- Registration papers of the CSO (علم وخبر)
- CSO annual statement (إفادة السنوية)
- Budget for the proposal (cf. budget template)
- Letter from Municipality or signature of municipality with stamp on the proposal (mentioning that the project is coordinated together)
- Filled checklist (shared template)

Contact information sheet

*Organization Name:	
*Type (Please Select): Registered Non-Governmental Organization <input type="checkbox"/> Non-registered Association <input type="checkbox"/>	
Name of primary contact person (Last, First):	
Name of secondary contact person (Last, First):	
Affiliation with / Position at organization:	
Email Address:	
Total number of members within the organization/initiative	
Organization website:	
Telephone:	
Mobile Phone:	
Fax:	
Address:	
City/Town/Village:	
Postal Code:	
Country	Lebanon
Year & Month Organization Established (if applicable):	
*Briefly describe your organization or group (e.g. number of members, age structure, board members), and its mission (word limit 500):	

Administrative CHECK LIST for CSOs selection

Submission Date:

CSO Name:

Description	To be filled in by CSO		For We World GVC use only		
	Included		Present		Comments
	Yes	No	Yes	No	
1. Project proposal (compulsory)					
2. Project budget (compulsory)					
3. CSO registration documents (compulsory)					
4. CSO contact information sheet (compulsory)					
5. CSO annual statement (compulsory)					
6. Letter from the municipality (compulsory)					
7. Application submitted before deadline (compulsory)					

Name & Position of the CSO representative

Signature
