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EuroMed Feminist Initiative
المبادرة النسوية الأورومتوسطية
Initiative Féministe EuroMed

EuroMed Feminist Initiative

Call for Proposals

Building Capacities of CBOs to Support Gender Equality and Social and Legal Change in their communities

Deadline for Submission: 24 March 2019

BUDGET LINE: C 6.3.8

THE PROGRAM "STRENGTHENING ACCESS TO PROTECTION, PARTICIPATION AND SERVICES FOR WOMEN REFUGEES, IDPs AND HOST COMMUNITIES FUNDED BY EUROPEAN UNION REGIONAL TRUST FUND IN RESPONSE TO THE SYRIAN CRISIS "MADAD FUND"

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1. BUILDING CAPACITIES OF CBOs TO SUPPORT WOMEN'S GENDER EQUALITY AND SOCIAL AND LEGAL CHANGE IN THEIR COMMUNITIES

1.1 INTRODUCTION:

EuroMed Feminist Initiative EFI is a policy network that provides expertise in the field of gender equality, democracy building and citizenship, and advocates for political solutions to all conflicts, and peoples' rights to self-determination. EFI encompasses women's rights organizations from the two shores of the Mediterranean and seeks to correct the gender power imbalances through ending discrimination and oppression of women and bringing about positive change for the whole society. EFI Headquarters are in Paris, with offices in Amman, Beirut and Erbil.

Starting September 1st 2018, EuroMed Feminist Initiative is implementing a multi-county project "Strengthening access to protection, participation and services for women refugees, IDPs and host communities", funded by the EU Regional Trust Fund in Response to the Syrian Crisis – MADAD. The overall objective is to improve the livelihood, agency and legal and social protection for Syrian women refugees, IDPs and host communities in the region in Lebanon, Iraq/Kurdistan Region – Iraq (KR-I) and Jordan.

In Lebanon, the project is implemented by a consortium composed of EuroMed Feminist Initiative (EFI), Care International in Lebanon (CIL), Legal Action Worldwide (LAW) and Lebanese Democratic Women's Gathering (RDFL). The objective is to enhance the security and resilience for Syrian women refugees and women from host communities through supporting and coordinating comprehensive and structured services and referral mechanisms, gender equality and empowerment and focus on the national institutions, policy frameworks and legislation to be more gender sensitive.

1.2 OBJECTIVES OF THE CALL FOR PROPOSALS AND PRIORITY ISSUES

The overall objective of this call for proposals is to bridge the gap between international women's rights standards stated in CEDAW and UNSCR resolutions and local needs and to contribute to ending of sexual violence and changing discriminative for women legislation as a step towards gender equality. The CBOs will be empowered with knowledge and skills on international instruments that promote universal gender equality values and on bringing these to the local needs, which is a precondition for strengthening women's self-confidence and therefore capacity to be active agents for change.

The specific objective is to address on local level issues related to gender equality, SGBV, SRR and gender-based discrimination in law, raise awareness and advocate for social and legal change.

The expected results of the projects:

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- Improved coordination and community dialogue among individuals, CBOs and SDCs
- Empowerment of women and girls in the local communities
- Awareness-raising of Syrian women refugees on their rights
- Tension among host community and Syrian refugees reduced
- Underlying causes of gender-based violence addressed
- Community level dialogue and reconciliation promoted
- Community level coping mechanisms that contribute to peace-building supported

SUPPORT MECHANISMS TO THE SERVICES AND ACTIVITIES OF THE GOVERNMENTAL AND CSOs CENTERS DEALING WITH GBV TRAUMA AT INDIVIDUAL AND COMMUNITY LEVEL DESIGNED

1.3. FINANCIAL ALLOCATION PROVIDED

The overall funding amount made available under this Call for Proposals is EUR 150,000

The EuroMed Feminist Initiative reserves the right not to award all available funds.

Size of funding:

Any fund requested under this Call for Proposals must fall between the following minimum and maximum amounts:

- **Minimum amount: EUR 5,000**
- **Maximum amount: EUR 10,000**

2. RULES FOR THIS CALL FOR PROPOSALS

2.1. ELIGIBILITY CRITERIA

2.1.1 ELIGIBILITY OF APPLICANTS

In order to be eligible for the fund, the applicant must:

- Be a registered CBOs or initiatives
- Have potential and intend to organize on the long run.
- Should be non-for-profit organization.
- Should be non-governmental organization.
- Manifest commitment to women's rights.
- Have clear goals and vision towards social change.
- Active involvement in the response to the Syrian crisis.
- Capacity to reach out and engage local community.
- Have potential for development and will for change.

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2.1.2. ELIGIBLE ACTIONS: ACTIONS FOR WHICH AN APPLICATION MAY BE MADE

All project activities must be implemented in one or more of the project targeted locations:
Akkar, Baalbeck, North Lebanon, Mount Lebanon and Beirut.

Project Duration: The project starting date is **10 April until 31 August 2019**. All project activities must be implemented within the project duration.

Types of eligible activities:

- Activities enhancing the physical and psychological wellbeing of women and girls, namely Syrian women/girls refugees
- Activities bringing host community and refugees closer and reducing tensions among them
- Spreading information and raising visibility of the services and activities provided by governmental and CSO centers and reaching out to the community
- Awareness raising and training on issues related to gender equality, GBV, VAW and community response
- Awareness raising and training on legal issues related to gender-based discrimination, international women's rights principles and values and gaps between them and needs of women in local communities
- Involving boys and men in supporting issues related to gender equality, GBSV, SRR and promoting change in behaviors
- Cultural and artistic activities as a means of reconciliation and strengthening community trust
- Involving local media and promoting gender equality

2.1.3. ELIGIBILITY OF COSTS: COSTS THAT CAN BE INCLUDED

To be eligible, costs must:

- Be directly related to the action, be provided for in the contract signed at the beginning of the project and comply with the principles of sound financial management, in particular value for money and cost-effectiveness;
- Have been incurred during the implementing period for the action,
- Be recorded in the beneficiary's accounts or tax documents, be identifiable and verifiable, and be backed by originals of supporting documents.
- Subject to those conditions and where relevant to the contract-award procedures being respected,

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Eligible direct costs include:

- Costs of staff assigned to the action, corresponding to fees or actual salaries plus social security charges and other remuneration-related costs
- Costs for fees or salaries must not exceed those normally borne by the beneficiary and in all cases, it must not exceed 30% of the total cost
- Travel and subsistence costs (=per diems) for staff taking part in the action, provided they do not exceed those normally borne by the Beneficiary, and in all cases, they must not exceed the scales approved annually by the European Commission;
- Cost of purchasing equipment and services, provided they correspond to market rates
- Costs of consumables and supplies
- Costs arising directly from the requirements of the action (dissemination of information specific to the action, translation, printing, insurance, etc.) including financial service costs.

The following costs are **not eligible**:

- Debts and provisions for losses or debts
- Interest owed
- Items already financed in another framework
- Purchases of land or buildings
- Currency exchange losses

2.2. HOW TO APPLY AND THE PROCEDURES TO FOLLOW

2.2.1. APPLICATION CONTENT

Applications must be submitted in accordance with the guidelines annexed to the call (Annex A).

Applicants can apply in English or Arabic.

In the concept note, applicants must provide all relevant information concerning the action. A detailed budget and indicative action plan must be submitted.

The detailed budget must be submitted in EURO currency.

Any error or major discrepancy related to the points listed in the concept note instructions may lead to the rejection of the application.

Hand-written concept notes will not be accepted.

Required documents to be submitted on or before the due date by all applicants include the following:

1. Concept note - Annex 1.

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2. Detailed Budget - Annex 2.

3. Indicative Action Plan - Annex 3.

4. Internal bylaws and statutes including the governance and organizational structure of the Organization – Annex 4

2.2.2. INFORMATION AND DEADLINE FOR SUBMISSION OF APPLICATION

Applicants must send electronic format of the concept note, detailed budget and indicative action plan in separate files not later than 24 March 2019 to the e-mail address: michele.laugel@efi-ife.org.

Please indicate in the subject line the name of the project: Strengthening access to protection, participation and services for women refugees, IDPs and host communities in Lebanon.

Any Application submitted after the deadline will be rejected. All documents must be in a PDF format.

The shortlisted organization/s shall subsequently receive the final approval, which upon finalization and agreement with EFI will be the basis for the fund Agreement.

2.3. EVALUATION AND SELECTION OF APPLICATIONS

Applicants will be examined and evaluated by the evaluation committee composed of consortia members. All documents submitted by applicants will be assessed according to the following criteria:

- Compliance with the submission deadline. If the deadline has not been met, the application will automatically be rejected.
- Compliance with submitting all required annexes; concept note, detailed budget, indicative action plan, annual narrative reports and internal bylaws and statutes.
- Relevance of the actions with the objectives of the call of proposals.
- Relevance of the action to the particular needs and constraints of both Syrian and Lebanese women in the targeted local communities.
- The quality of the technical and financial proposal, which will outline the justification for the fund, how it will be used and dispersed, what impact the actions are expected to have on the community, and a sustainability plan.
- Coherency and feasibility of the Application.
- Level of experience in project management of the Applicant.
- Ability to implement activities that are relevant to achieve results, consistency and feasibility of their actions.
- Decision-making structure of the Applicant.

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The Applications that pass the first administrative check will be evaluated on the relevance and design of the proposed action.

The Applications will receive an overall score out of 10 based on the above mentioned criterion.

Once all Applications have been assessed, a list will be drawn up with the proposed actions ranked according to their total score.

First, only the Applications with a score of at least 5 will be considered for pre-selection. Secondly, the number of Applications will be reduced, taking into account the ranking and number of applications.

After the evaluation of Applications, EFI will send letters to all applicants, with the results of the evaluation. The selected applicants will subsequently be invited to sign the agreement.

2.4. NOTIFICATION OF THE SELECTION DECISION

An evaluation committee is established with consortia members to review submitted proposals. An assessment is depicted in a decision-making memo for each CBO. The exact amount to be forwarded to each CBO is determined after the assessment according to the minimal criteria and according to the ability and capacity of the CBO to implement relevant actions and develop fundraising strategy. It might vary according to size, experience of organization and scope of the action.

2.5. CONDITIONS FOR IMPLEMENTATION AFTER THE DECISION TO AWARD A FUND

2.5.1 CONDITIONS FOR PAYMENT RELEASE

The fund is provided into several payments. The first payment is done upon signing the agreement. Each following payment is made after receiving and approving interim financial and narrative reports, accompanied by supportive documentation. In order to minimize the risk of mismanagement and/or corruption EFI agreements include a clause that raises the anti-corruption measures and states that EFI may terminate the agreement in case of non-compliance with the conditions therein. Should this happen, further payments are withdrawn and unused funds are requested to be repaid.

Selected CBOs receiving grants is also offered coaching during the lifespan of the intervention, to provide on-going support as well ensure that spending is in line with the submitted technical and financial outline as well as ensure transparent and accountable standard operating procedures. EFI will ensure that the coaching also focuses on key issues related to due diligence and compliance procedures, such as public procurement principles, transparency, non-discrimination, equal treatment, and proportionality in order to monitor transparent and accountable implementation of the grant, and report any irregularities and misuse of funds. EFI will also provide mentoring for the visibility of the actions.

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2.5.2 ROUTINES TO FOLLOW UP ON CBOs, FINANCIALLY AND ON RESULTS

EFI will provide a specific reporting mechanism for the grantees, using EFI's guidelines for narrative and financial reports. Interim reporting will be requested and its number will be defined in accordance with the length of the different actions.

2.6 ORIENTATION SESSION AND Q&A

EFI will hold an orientation session for all applicants in **Smallville Badaro** on 15 March 2019 from 10:00- 12:00 Lebanon time. EFI will present the project objectives, expected outcomes and deliverables, the timelines, guidelines for the applications, and decision making processes. EFI will accommodate maximum two persons from each organization. We recommend to nominate people with strong understanding of grants, women and gender justice programs.

Questions and inquiries regarding the call of proposal including technical issues related to filling the concept, budget and action plan formats can be sent via email to michele.laugel@efi-ife.org. Deadline for requesting any clarifications is not later than **18th March 2019**, by phone only, no emails: 00961 1 38 06 78.

2.7. INDICATIVE TIMETABLE

Subject	Date	Time
Orientation meeting	15 March 2019	10:00-12:00
Deadline for requesting clarifications from EuroMed Feminist Initiative	18 March 2019	23:59
Deadline for submission of Applications	24 March 2019	23:59
Information to applicants on the final decision of evaluation	28 March 2019	
Starting date of applicant's projects	10 April 2019	

Deadline for the submission of the organization application is 24 March 2019, 23:59 Lebanon time. Proposal documents must be sent via email only to the following e-mail addresses: michele.laugel@efi-ife.org

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