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**Call for Proposals for Low Value Grants**

**Community Awareness and Outreach for Peace-building and Community**

**Policing Program in Galkaio**

**Joint Police Programme**

**Background:**

The Security Pact launched in May 2017 in London specified strategic frameworks as the Comprehensive Approach to Security (CAS) and the National Security Architecture (NSA). Under these frameworks a well-defined two-tier policing structure comprising of Federal Police and Federal Member State Police was developed supporting Federal and Federal Member States police implement the New Policing Model (NPM). This will, also, enable the International Community (IC) in collaboration with the Somali authorities to build a stronger strategic partnership and enable IC support in coordinated and collaborative manner.

In 2017, the Federal Ministry of Internal Security and Member State Security Ministries established a new consultation structure comprising of senior political representative and the police which brought about a Somali Federal and State Police Plan (SF & SPP) that is a compilation of the needs and priorities drawn from the FMS State Police plans. The consultative structure will provide the strategic direction that sets the needs and priorities to be addressed by this Joint Police Program (JPP). It will also enhance collaboration in support of specific and realistic activities aimed at increasing the number of police officers operating across the country and their effectiveness in providing critical basic policing services to communities.

The development of the police sector will play an important role in supporting wider stability and development objectives in Somalia and broadening, deepening and building confidence in wider political settlement processes across the country. JPP is a key mechanism to enable this opportunity to be seized.

The UN Strategic Framework, which is also reflected in the JPP for 2018-22 aims to increase police present and visibility across the major populated centres and their supply routes in the FMS by encouraging newly deployed police to conduct patrols and to develop positive interactions with their communities. While focusing on the basic policing and investigations based on justice system, it is recognized that these nascent Regional Police Services will continue to refer a majority of community members seeking assistance to traditional dispute mechanisms.

Through the Joint Police Program (JPP) a support was provided intended to strengthen the peace agreement signed on December 2017 by creating a Joint Police Patrol Unit in Galkaio composing of 200 police officers equally drawn from both sides of Galkaio and increasing community interaction by engaging community elders, youth volunteers, women and social umbrellas

Galkaiothemain town of region had experienced testing periods causing recurrence social upheavals and dividing the community under respective administrations (Puntland and Galmudug). An agreement was reached on 16th of December 2017 by representatives from the traditional elders, religious leaders and regional authorities. The agreement heralded the current social integration and amity in which the formation of the Joint Police officers drawn from the respective administration and the federal National Army were an integral part.

Following the formation of the Joint Police Patrols Unit (JPPU), the unit was active in maintaining semblance of calmness through patrolling at the supposed dividing line and apprehending offenders crossing sides. Since then, the visibility of the JPPU at the Market area become more visible.

In addition to these efforts, it was realized the need to conduct community awareness raising campaign through Low Grant Value agreement which the media institutions will be engaged. The media outreach will enhance community cohesion and spread of peace messages in rural and nomad areas. Furthermore, the Peace Committee along with the community will be able to utilize the radio and TV outreach programs in increasing community interactions, reduction of display of weaponries and crimes as well.

**Objective / expected output:**

The overall objective of this assignment is to strengthen the implementation of current peace process by providing assistance to the Local CSOs and the public and working with NGOs/CSOs and other grass-root organizations in monitoring and performing advocacy function for the communal harmony.

The aim of this community awareness raising program is to build the confidence of two communities in Galkaio and increase the ongoing peace-building initiatives through media and outreach programs through:

1. Community mobilization and public participation on community awareness and conflict resolution mechanism.
2. Engagement of CSOs on advocacy on the right to live in peace and harmony and increasing awareness against negative attitudes in social interaction.
3. Usage of social media to impact on preservation of communal amity by developing media and public outreach program for the local radio and TV about the ongoing Galkaio peace-building and stability of there since the JPPU was established.

**Intended audience to respond to the call:** Local Civil Society Organizations/ clusters who can fulfil the required selection criteria as per below. Two organizations will be selected to receive grants; one in North Galkaio and one in South Galkaio, in order to represent both Puntland and Galmudug. Preference will be given to organizations who have experience of operating in the respective regions.

**Circulation of the call**: The Call for Proposal will be published on UNDP website and circulated widely.

**Selection Criteria**:

The two Offerors and their relevant staff members should be Somali non-governmental organizations (NGO) with experience on conflict management and community awareness campaigns, working with social sectors on traditional dispute mitigation. The Offerors should have the capacity to deliver quality services in a timely and professional manner.

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| **Criteria** | |
| **Experience** | **Organization**   * A minimum of 3-5 years of experience in managing and implementing training, community awareness and mobilization activities.   **Project Team**   * Should have facilitators with relevant expertise in field of community awareness * Knowledge and experience of conflict sensitivity and mitigation. * Strong monitoring and reporting experience. * The Project teams shall have oral and written skills in English and Somali.   **Head of Organizations/Clusters**   * A minimum of 3-5 years of experience on conflict management. * Demonstrated evidence of designing, implementing, managing and monitoring programs and projects. |
| **Language** | * The Offerors should have good oral and written skills in English and Somali and shall share the action plans, reports, etc as an English version. UNDP Relevant local language skills among the teams is a prerequisite and must be specified in the proposal. |
| **Other** | * Somalia-based non-governmental organizations (NGO) or clusters/networks are preferred, especially those with cluster membership. Proof of registration is required, or evidence of having initiated registration for operating in Somalia, in the form of legal and relevant documentation from the relevant authorities for operating in the target federal member state(s). |

**Proposal Budget:**

The overall budget allocated for the grants should not exceed USD 40,000 as specified in the ToR (Annex 1). The two grants will not exceed USD 20,000 each.

**Proposal implementation duration**: The time-period for implementation is 2 months.

**Content and format of the grant proposal**: The template for the grant proposal is attached in Annex 2 of this call.

**Submission format**:

* The proposals prepared by the Offerors and all related correspondence shall be in English.
* The proposals shall conform to the format provided in annex 2.
* The proposals shall attach all required legal evidence, including evidence of legal registration or registration initiation documents and authorization to operate in the targeted federal member states of Galmudug and/or Puntland.
* CV of Project Head of Cluster/Project Coordinator shall be submitted.
* Only one proposal can be submitted per organization/cluster.
* Proposals should be submitted on email for the below address:

UNDP Registry

Email: [registry.so@undp.org](mailto:registry.so@undp.org)

**Submission deadlines:**

The deadline for submission of proposal is 14 days from the announcement date. The deadline is 27th Nov 2019 at midnight 23:00hrs.

**Selection Process**

**Evaluation/selection committee**:

The proposals will be selected on a competitive basis. All proposals will be reviewed and endorsed by 5-member grant selection committee composed of the government and UN.

**Announcement of selected organizations**:

The approved proposals will be announced, and the organizations will be contacted to proceed with the next steps including document finalization, and agreement signing.

**Scoring of the proposals**:

**EVALUATION CRITERIA & METHODOLOGY**:

**Proposals will be evaluated based on the following criteria and methodology:**

1. The proposals should demonstrate understanding of the objectives to be attained, must be realistic, and should be well‐structured
2. The proposals should clearly define strategy for implementation, detailing a step-by-step project plan, geographical focus, target groups, and clear time lines for activity duration;
3. The proposals should demonstrate the ability of the organization to effectively manage grant funds as well as the institutional capacity (equipment, facilities, competence and experience of personnel, and past record of managing such projects) necessary for project implementation;
4. Previous experience in related fields, availability of skills and capacities

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| **Summary of Technical Proposal Evaluation Forms** | | **Score Weight** | **Points Obtainable** |
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| 1. | CSO/NGO General Organization and Financial Capability (eligibility and qualifications) | 20% | 20 |
| 2 | Experience: Be legally registered as CSO/NGO in Puntland and/or Galmudug and have in possession a valid registration certificate; Demonstrate that its mandate and founding document are in line with the activities for which the fund is allocated; Key project management team should have relevant experience in the related field for a minimum of two (2) years; Previous experience in working with international organizations/donors is an advantage.  Preference will be given to organizations with experience in the implementation of similar/related type of activities in Somalia: experience of working in Galmudug is an advantage for organizations proposing to implement in South Galkaio, whilst experience of working in Puntland is an advantage for organizations proposing to implement in North Galkaio. | 30% | 30 |
| 2. | Appropriateness of Proposed Methodology, Approach and Implementation Work Plan | 20% | 20 |
| 3. | Management Structure and Key Personnel | 30% | 30 |
|  | **Rating: scoring is 60% and above**   * Organization and Financial Capability (20%) * legally registration, jurisdiction, relevant experience of management team (30%) * Methodology, and Implementation Work Plan (20%) * Management Structure and Key Personnel (30%) |  |  |
|  | Total | 100% | 100% |

**Schedule of Payment per selected Offeror:**

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| --- | --- |
| **Deliverable** | **Amount** |
| Upon signing of the Low Value Grant Agreement (LVG) by both parties | 25% of the value of the grant (USD 5,000) |
| Upon submission of financial and narrative report of the first tranche and detailed work plan certified by UNDP | 50% of the grant value (USD 10,000) |
| Upon submission and acceptance by UNDP of the final narrative report in the format described in annex 2.2., with indicator/M&E data and financial information | 25% of the grant value (USD 5,000) |

**Annex 1: LOW VALUE GRANT TERMS OF REFERENCE**

**Goal**: To facilitate the peace dialogue and confidence building through implementing the community awareness raising and radio outreach program

**Specific Objectives:**

* Facilitate the peace dialogue and confidence building through implementing the community awareness raising and radio outreach program.
* Community awareness raising through radio outreach programs.
* Usage of social media to impact on preservation of communal amity by developing media and public outreach program for the local radio and TV.

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| --- | --- | --- | --- |
| **Activity 2: Community Engagement (**Ref. in Galmudug State Police Plan 2.1.4 -2.3.3.3. Puntland State Police Plan: Strategic Outcome 3**)**  That the Joint Police Patrol Unit (JPPU) and the community proactively engage and use community policing initiatives to respond to local crime problems  **Specific Outcome expected from this initiative:**   * **Activity result 2.1:** Facilitate the peace dialogue and confidence building through implementing the community awareness raising and radio outreach program | | | |
| **Key Activity Results** | **Sub activity result** | **Key deliverables** | **Indicators** |
| Increased community awareness on peace in Galkaio | Information sharing:   * Advantages of achieved peace. * Community harmony.   Discussion on:   * Interlinking roles of social sectors. * Communal peace and mitigating measures. * Legal awareness and options for justice. | Community awareness raising through radio outreach programs.  20 radio discussions with community elders, community youth, JPPU and others on peace, security and justice**.**  Laydown roadmap for strengthening intercommuting and spreading peace. | Work plan developed.  Schedule of radio program discussed/drafted with the partners.  Draft material agreed upon.  60 members consisting social elders, religious leaders, women and youth umbrellas, JPPU and police, legal representatives and relevant district officials. |
| Develop Radio and TV Programs.  Develop public awareness campaign program.  Design posters/banners and IEC material (T-Shirts and cups).  Print and disseminate posters, banners, T-Shirts and cups. | Develop and disseminate strategic visual and audio materials through radio, television channels and other means. | Work plan developed.  Schedule of radio program discussed/drafted with the partners.  Material drafted agreed upon.  Disseminate community awareness on social integration through TV Program in 8 weeks. |
| Organize community-based Awareness program.  Identify community volunteers at village level. | Delivered community awareness to members (urban/rural). | Draft community awareness plan.  20 participants of community peace awareness including 10 village peace community members from both sides of the community.  Conduct two public awareness meetings with traditional elders, Sheiks, Women and Youth at village level. |

**Planning and mobilization**

Result Indicators and Targets:

*Estimated timeline for the whole grant: 8 weeks.*

**Project Management, monitoring and reporting**

Result Indicators and Targets

* Projects are managed in accordance with the contractual arrangements.
* Close communication is maintained with UNDP on implementation progress, results, challenges and emerging issues on biweekly basis through monthly reports (template shall be provided).
* Close coordination is maintained with relevant actors and partners such as government institutions, UN agencies, NGOs and CBOs.
* Comprehensive narrative and financial completion report submitted to UNDP within two months following the end of the project.
* The Offerors bear full responsibility for the overall management of respective activities, and bears all substantive, operational, financial, monitoring and evaluation responsibilities.

**ANNEX 2: LOW VALUE GRANT PROPOSAL TEMPLATE**

**Annex 2.1 Low Value Grant Proposal**

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| to be prepared by the Recipient Institution. This Proposal will be submitted to the Steering Committee/Project Board For approval |

Project Number:

Date: \_\_\_\_\_\_\_\_\_\_\_\_

Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of the RECIPIENT INSTITUTION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Amount of the Grant (in USD): \_\_\_\_\_\_\_\_\_\_\_\_

1. **PURPOSE OF THE GRANT**

* Indicate the purpose of the grant and describe the result(s) the grant is expected to achieve.
* Explain why the grantee is uniquely suited to deliver on the objectives.
* Indicate the geographical area of focus and explain why the grantee is particularly suited to implementing in this area.
  + - 1. **PROPOSED ACTIVITIES AND WORK PLAN**
* Describe the activities that will be completed to achieve the objectives.
* Elaborate if there are any targeted group(s) who will benefit from the grant, other than the Recipient Institution. If so, who are the targeted groups and how will any potential beneficiaries be selected?

**WORK PLAN**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PLANNED ACTIVITIES1** | **Timeline2** | | | | **Planned Budget for the Activity**  **(in grant currency)3** |
| T1 | T2 | T3 | T4 |
| * 1. Activity |  |  |  |  | $ |
| 1.2 Activity |  |  |  |  | $ |
| 1.3 Activity |  |  |  |  | $ |
| **Total** | | | | | $ |

1. State what activities will be completed with the grant Funds. Use as many activity lines as necessary
2. Define the time periods relevant for the grant and indicate when specific activities are expected to be completed. Typically, time periods relate to when the tranches of Funds are released (i.e., quarterly, six-monthly, annually) Use as many time periods as necessary.
3. Indicate the budget amounts in the grant currency.
   * + 1. **PERFORMANCE TARGETS**

State the indicators for measuring results that will be achieved using the grant. At least one indicator is required. More can be used if useful to more fully measure the results that are expected to be achieved:

| **INDICATOR(S)** | **DATA SOURCE** | **BASELINE** | MILESTONES | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Period 1** | **Period 2** | **Period …** | FINAL TARGET |
| 1.1 |  |  |  |  |  |  |
| 1.2 |  |  |  |  |  |  |

* + - 1. **RISK ANALYSIS:**

Indicate relevant risks to achieving the grant objectives and mitigation measures that will be taken. Risks include security, financial, operational, social and environmental or other risks.

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| --- | --- | --- |
| **Risk** | **Risk rating\* (High/Medium/ Low)** | **Mitigation measures** |
|  |  |  |
|  |  |  |

\*The risk rating is based on a reflection of the likelihood of the risk materializing and the consequence it will have if it does occur.

* + - 1. **GRANT BUDGET OF RECIPIENT INSTITUTION** (state currency)

PERIOD COVERING FROM\_\_\_\_\_\_\_\_\_\_\_\_ TO\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| General Category of Expenditures | Tranche 1 | Tranche 2 | Tranche 3 | Total |
| Personnel |  |  |  |  |
| Transportation |  |  |  |  |
| Premises |  |  |  |  |
| Training/Seminar/  Workshops, etc. |  |  |  |  |
| Contracts (e.g., Audit) |  |  |  |  |
| Equipment/Furniture  (Specify) |  |  |  |  |
| Other [Specify] |  |  |  |  |
| Miscellaneous |  |  |  |  |
| Total |  |  |  |  |

***\**** *Please note that all budget Lines are for costs related only to grant Activities.*

***\*\**** *These budget categories and number of tranches are suggested guidelines. The Recipient may choose alternates which more accurately reflect their expense items and needs.*

***\*\*\**** *Add as many tranches columns as necessary*

**Annex 2.2 REPORTING**

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| THE NARRATIVE AND THE FINANCIAL report to be prepared by the Recipient Institution. |

**Recipient Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Year\_\_\_\_\_\_\_

**Period covering this report:**

1. This report must be completed by the Recipient Institution and accepted by UNDP
2. The Recipient Institution must attach any relevant evidence to support the
3. The information provided below must correspond to the information that appears in the financial report
4. Attach the accepted grant proposal to this report

**Performance:**

1. **Workplan Performance** (cumulative, including the current period)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **COMPLETED ACTIVITIES** | **Timeline2** | | | | **Planned Budget for the Activity**  **(in grant currency)3** | **Funds Delivered for the Activity**  **(in grant currency)** |
| T1 | T2 | T3 | T4 |
| 1.1 Activity |  |  |  |  | $ |  |
| 1.2 Activity |  |  |  |  | $ |  |
| 1.3 Activity |  |  |  |  | $ |  |
| **Total** | | | | | $ |  |

1. **Performance Targets**

| **INDICATOR(S)** | **Data Source** | **Baseline** | **Reporting Period Milestone/Target** | **Reporting Period Actual Performance Against the Target** |
| --- | --- | --- | --- | --- |
| 1.1 |  |  |  |  |
| 1.2 |  |  |  |  |

1. **Challenges and Lessons Learned:**

**Financial Reporting:** \*Note: Financial reporting can be in local currency but cannot exceed the grant value in USD.

|  |  |  |
| --- | --- | --- |
| General Category of Expenditures | Budgeted Amount | Actual Expense |
| Personnel |  |  |
| Transportation |  |  |
| Premises |  |  |
| Training, Workshops, etc. |  |  |
| Contracts (e.g., Audit) |  |  |
| Equipment/Furniture (Specify) |  |  |
| Other [Specify] |  |  |
| Miscellaneous |  |  |
| Total |  |  |