Invitation for Proposals

| UNFPA, United Nations Population Fund, an international development agency, invites interested organizations to submit proposals for **Accelerating progress on ICPD (PoA) through collectivisation, participation & partnership of vulnerable groups through self-determined approaches**  The purpose of the Invitation for Proposals is to identify eligible non-governmental organizations and academic institutions for prospective partnership with UNFPA India Country office to support achievement of results outlined in the 2023-2027 DP/FPA/CPD/IND/10 or section 1.3 below.  Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email clearly marked “NGO Invitation for Proposals” at the following address UNFPA India Country Office  bids.india@unfpa.org  By 21st November 2022, 23:59 hours IST.  Proposals received after the date and time may not be accepted for consideration.  Proposals must be submitted in English.  Any requests for additional information must be addressed in writing by 04th November 2022, 23:59 hours IST at the latest addressed to Operations Manager, *bids.india@unfpa.org.* UNFPA will post responses to queries or clarification requests by any applicants through emails to the concerned parties before the deadline for submission of proposals.  UNFPA shall notify applying organizations whether it is considered for further action.  Please see [Working with UNFPA: Key information for UNFPA Implementing Partners on completing the Protection from Sexual Exploitation and Abuse (PSEA) Assessment](https://www.unfpa.org/sites/default/files/admin-resource/Working_with_UNFPA_Key_information_for_IP_on_PSEA_Assessment_Nov2020.pdf). |
| --- |
|  |

| **Section 1: Background** | |
| --- | --- |
| 1.1 UNFPA mandate (250 Words) | UNFPA is the United Nations sexual and reproductive health agency. Our mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. |
| 1.2 UNFPA Programme of Assistance in India Country office (250 Words) | In the India Country Office, UNFPA works with the government and other partners to achieve the overall goal of the 2023-2027 DP/FPA/CPD/IND/10.  Further information on the programme can be found on http://unfpa.org/India] |
| 1.3 Terms of reference | **Background and Rationale**  UNFPA is the United Nations sexual and reproductive health agency and has been operating in India since 1974. Our mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled ensuring rights and choices for all.  UNFPAs 10th Country Programme (2023-27) is inspired by UNFPA’s Strategic Plan (2022 – 2025) and is aligned to the United Nations Sustainable Development Cooperation Framework, supporting in achieving the National Development Goals and the Agenda 2030. UNFPA will support national programmes that aim to advance the sexual reproductive health and rights of women, girls and young people, and accelerate achieving the three transformative goals of zero unmet need for family planning, zero preventable maternal deaths and zero gender based violence and harmful practices and the unfinished agenda of ICPD Programme of Action. While continuing to retain focus in the states of Bihar, Madhya Pradesh, Odisha and Rajasthan, the 10th country programme will scale up efforts and drive accelerated progress towards the three transformative results  In the 10th country programme, UNFPA will continue its work on addressing social norms in Odisha that are holding back women and girls, looking more closely at local dynamics and intersecting vulnerabilities, and appropriately upgrading its interventions. Adapting to the cultural contexts of the Adivasi, Dalit, and Christian communities, that collectively account for more than 40% of Odisha’s 45.7 million population, is crucial in this regard.  To deliver on this agenda, UNFPA is looking to partner with a suitable organisation with local connections and knowledge to (i) form, nurture and capacitate people’s collective of young Adivasis and Dalits, (ii) strategically engage & convene Faith based organisations for value based dialogues to implement common minimum mandate, and (iii) pilot and demonstrate working models of institution of local governance (panchayats) that promotes ICPD PoA in the context of Adivasi community (Panchayat Extension in Scheduled Areas) in accelerating progress towards the three transformative results in Odisha. The partnership is expected to continue over a five-year period, from 2023 to 2027.  **Objectives**  The overall objective are:    Working hand-in-hand with Adivasi and Dalit communities, panchayat members, religious leaders and key decision makers, the project will aim to accelerate progress on ICPD PoA in the state of Odisha with a specific focus on LNOB principles.  More specifically, the project will:  Foster an enabling environment for delivering the Programme of Action of the International Conference Population and Development through community-led approaches and participatory processes  Build capacities of Adivasi and Dalit Collectives, FBOs, and members of Panchayati Raj Institutions to address structural barriers and root causes of unequal gender relations at the community level  Address critical indicators of adolescent empowerment in Odisha – including child marriage, adolescent pregnancy and dropping out of education – with a focus on marginalized and vulnerable communities  **Scope of work**  Strengthened Adivasi and Dalit Collectives for Accelerating Progress towards the Three Transformative Results  The project will support the capacity of Adivasi and Dalit communities and their organizations in determining and implementing solutions to accelerate progress towards the three transformative results, while fostering increased support from the wider population and government actors.  Specific deliverables under this area of work will include:  Identification and mapping of Adivasi and Dalit led groups and forums that could be engaged for promoting a tailored approach to achieving the three transformative results in Odisha  Formation of a state level forum or supporting an existing forum of Adivasi and Dalit young people and its regular capacity building  Bi-annual state-level meetings of Adivasi and Dalit collectives on cross-cutting themes related to the realization of sexual and reproductive health and rights  Development of a consensus on priority issues and actions to work on a common agenda for advancing sexual and reproductive health and rights and addressing gender-based violence and harmful practices  Roadmaps outlining clear and realistic pathways towards agreed goals  Technical inputs for transforming commitments into concrete actions, for example through the development of knowledge materials, and support for analysis and integration of cultural practices, local knowledge and skills, and traditional art forms in interventions  Capacity building and sensitization workshops for key stakeholders to enhance their ability to implement agreed actions and recommendations  Support to development of collectives of Adivasi and Dalit youth to enable them to contribute to the resilience of their communities  Indicators for measuring progress towards this strategy will include:  Number of state-level consultative meetings organized with Adivasi or Dalit collectives on achieving the three transformative results in Odisha  Consensus reached on roadmaps for enhancing the sexual and reproductive rights for Adivasi and Dalit communities in Odisha  Number of Dalit and Adivasi leaders capacitated to deliver agreed actions in their communities  Number of stakeholders (government field functionaries and community health workers) trained on culturally sensitive approaches  Number of guidance documents and toolkits developed to support implementation  Number of youth collectives engaged for social action against negative cultural norms in their communities  Value-Based Dialogues with FBOs on the mandate of the International Conference on Population and Development  Religious communities and their leaders can play a critical role in tackling discriminatory gender and social norms. Faith-based beliefs, traditions and practices provide emotional and spiritual support to individuals, and can transform power relations, structures and attitudes that sustain gender inequality. In Odisha, Faith based organisations are uniquely placed to reach the most vulnerable populations in remote areas, and often have the networks, resources and capacity to do so.  Through this component of the project, UNFPA and its implementing partner will work with Faith based organisation relevant to the target geographies on coalition building, formulation of advocacy strategies and generation of religious knowledge on areas relevant to the mandate of the International Conference on Population and Development.  Key deliverables will include:  Formal joint dialogues with FBOs to establish a strategic state-wide alliance with a focus on addressing gender-based violence and harmful practices  Seminars to train and sensitize priests and other religious leaders on concepts related to the realization of sexual and reproductive health and rights  Gender transformative advocacy strategies and messaging, drawing from religious texts and developed with the guidance of faith leaders, that can be used in faith spaces  Participatory development of culturally-appropriate information on family planning and sexuality education for use in faith based settings, taking into account religious sensitivities and complexities  Indicators for measuring progress towards the deliverables will include the following:  Alliances with Faith based Leaders established to create solidarity around the agenda of the International Conference on Population and Development in Odisha  Number of state-wide consultations or dialogues on key issues linked to UNFPA’s mandate undertaken with Faith based leaders  Number of faith actors sensitized on challenging discriminatory social and gender norms  Number of handbooks or guidance notes developed with positive messaging on gender equality, maternal health and addressing violence, drawing from religious texts  Total population reached through religious-sensitive messaging related to achieving the three transformative results  Strengthen Implementation of Model Gender-Friendly Panchayats in Focus Districts  UNFPA nationally has developed a capacity building module for elected leaders of the panchayat, focussing on the localising of SDGs on empowerment of women.. Through this project, the implementation as well as context specific adaptation of the module will be replicated, strengthened and scaled-up in focus districts.  Specific deliverables under this component will include:  Adaptation of the nationally developed module in the context of scheduled areas for elected panchayat representatives on gender-responsive governance, focusing especially on addressing GBV, harmful practies and the right to sexual and reproductive health as well as reproductive autonomy. This will be done in close collaboration with State Institute of Rural Development (SIRD), Odisha.  Information drives, local campaigns and mobilisation events for enhancing the knowledge, skills and attitudes of government officials, frontline workers and the wider population on gender sensitivity and social accountability  Establishment of helpdesks for adolescent girls as well as girl-friendly spaces in panchayats across implementation districts for offering community-based support and information on rights and services available on sexual and reproductive health and addressing gender-based violence and harmful practices like child marriage  Panchayat-level communication and advocacy plans and campaigns to raise the awareness of communities on gender-related policies and programmes, and the rights of women and girls  Strategy for technical cooperation with civil society organisations, government functionaries and other UN agencies for a multisectoral coordinated approach to strengthening gender-friendly panchayats  Knowledge and learning products – including manuals, compendiums of good practices and short animated clips – that can be used in trainings and act as resources for raising the awareness of communities on gender-related laws, policies and mechanisms  Video documentation of the initiative, including of campaigns, trainings and physical spaces developed through the project, for dissemination and advocacy at local and national-level forums  Indicators for measuring progress towards the deliverables will include the following:  Number of elected members of Panchayati Raj Institutions trained on gender responsive governance  Proportion of panchayats in intervention districts implementing the model framework for gender-friendly panchayats  Proportion of panchayats in intervention districts that have set up help desks for adolescent girls  Number of campaigns implemented for increasing awareness on and challenging regressive social and gender norms  Population covered through outreach activities on gender-friendly panchayats.  **Geographic Coverage**  The implementation of this project will be state-wide for two intervention areas: strengthened Adivasi and Dalit collectives, and value-based dialogues with church groups. The component of model gender-friendly panchayats will primarily be implemented in select focus districts, which will include Gajapati and Ganjam.    Gajapati is a district in Southern Odisha, with more than half of its population belonging to Adivasi communities and a high incidence of child marriage at 28%. UNFPA has piloted its initiative of model gender-friendly panchayats in this district.  Ganjam, a neighbouring district of Gajapati, is the most populous in Odisha, with a relatively larger share of Dalit population, lagging in indicators linked to gender – with a sex ratio at birth of 855, child marriage incidence of 22.3% and prevalence of adolescent pregnancy at 11.4%.  **Project Duration**  The proposal is sought for a period of three years starting January 2023. Year wise budget to be submitted for three years. UNFPA will provide financial support on an annual basis depending on the availability of funds and progress of the project. |

Format to be used by the agency to submit the proposal

| **Section A. NGO Identification** | | |
| --- | --- | --- |
| A.1 Organization information | Organization name |  |
| Address |  |
| Website |  |
| Type of Organization ( NGO or Academic Institution) |  |
| Date of establishment of organization |  |
| Place of registration of the organization |  |
| HQ Location |  |
| A.2 Contact information  (Authorized Representative) | Name |  |
| Designation |  |
| Telephone & Mobile |  |
| Email |  |
| Contact details of the nodal officer for the project | Name |  |
| Designation |  |
| Telephone & Mobile |  |
| Email |  |
| A.3 United Nations Partner Portal | Are you registered in the [United Nations Partner Portal](http://www.unpartnerportal.org)? |  |
| If yes, provide the UNPP Partner ID |  |

| Section B. Overview of the organization |
| --- |

| B.1 Annual budget (250 words) | Annual budget (previous year, INR /USD) |  |
| --- | --- | --- |
| Main funding partners/ donors |  |

| B.2 Credibility (Include specific examples of working with State / National Govt.) (600 words) | *To what extent is the NGO or academic institution recognized as credible by the government, and/or other key stakeholders/partners?* |
| --- | --- |

| Section C. Proposed interventions and activities to achieve intended results | |
| --- | --- |
| C.1 Project Title (25 Words) | Please provide the project title along with any brand name to be used for the project. |
| C.2 Background  (300 Words) | This section should provide background and rationale for the proposed project |
| C.3 Goal and Objectives  (300 words) | *This section should clearly spell out 3 to 5 objectives for the project and broader goal.* |
| C.4 Geographic coverage  (150 words) | *The section should indicate the project implementation geographies* |
| C.5 Duration of the project (50 words) | *Proposed Start Date: DD/MM/YYYY*  *Proposed End Date: DD/MM/YYYY* |
| C.6 Description of strategies, activities and GANTT Chart (4500 words) | *This section should spell out broad strategies and suggested activities under each strategy clearly linked to achieving the proposed objectives.* |
| C.7 Human Resource /Team composition for the proposed project (1200 Words) | Organogram with brief role and responsibility table for all position to be hired for the project |
| C.8 Monitoring systems with key monitoring indicators (500 words) | The section should briefly explain the monitoring systems to be put in place for the project with 3 to 5 key indicators which organization proposes to be used for monitoring the project implementation |
| C.9 Budget | *This organization is expected to indicate tentative budget as per the attached template.* [*Click here to download the budget template*](https://docs.google.com/spreadsheets/d/1HF8Hl25ITdHclLiELN0CpXOW_Tl_lGnZc48RtvFJA7g/edit?usp=sharing)*.* |
| C.10 Any other additional information to be submitted ( 600 Words) | *The organization can use the section to provide any additional detail they would like to submit as part of the proposal and not being captured in above heads for the proposal.* |

| Section D. References | |
| --- | --- |
| Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship. | |
| Reference 1: |  |
| Reference 2: |  |
| Reference 3: |  |

| Section E. Preventing Sexual Exploitation and Abuse (PSEA) Capacity Assessment  Please note, the results of this assessment may be shared with other United Nations entities | |
| --- | --- |
| E.0 Preliminary Screening | Does the organization have direct contact with beneficiaries?  Yes ☐ No ☐  If your response is no, stop here and do not complete this section. However, please note if your organization begins working with beneficiaries at a later date, UNFPA will require your organization to fill out a self-assessment.  If yes, please continue. |
| Has the organization’s PSEA capacity been assessed by a UN entity in the last 5 years?  Yes  ☐    *If yes, share the assessment rating and supporting documentation with UNFPA and do not complete this section.*  No ☐  *If no, complete G.1 through G.8* |
| E.1 Policy Requirement | *Please provide supporting documentation for any fields marked “Yes”.*  Your organization has a policy document on PSEA. At a minimum, this document should include a written undertaking that the partner accepts the standards of conduct listed in section 3 of the ST/SGB/2003/13.  Yes ☐ No ☐  Supporting documentation may include:   * Code of Conduct (internal or interagency) * PSEA policy * Documentation of standard procedures for all personnel to receive/sign PSEA policy * Other (please specify): |
| E.2 Subcontracting | Your organization’s contracts and partnership agreements include a standard clause requiring sub-contractors to adopt policies that prohibit SEA and to take measures to prevent and respond to SEA.    Yes ☐ No ☐ \*N/A ☐  Supporting documentation may include:   * Contracts/partnership agreements for sub-contractors * Other (please specify):   *\* Please Note: If the partner notes that it does not have subcontractors in the self-assessment this core standard is not applicable and UNFPA will assess this core standard as N/A. However, if this situation changes and the same partner subsequently subcontracts activities to another entity, this would warrant a re-assessment.* |
| E.3 Recruitment | Your organization has a systematic vetting procedure in place for job candidates through proper screening. This must include, at minimum, reference checks for sexual misconduct and a self-declaration by the job candidate, confirming that they have never been subject to sanctions (disciplinary, administrative or criminal) arising from an investigation in relation to SEA, or left employment pending investigation and refused to cooperate in such an investigation.  Yes ☐ No ☐  Supporting documentation may include:   * Reference check template including check for sexual misconduct (including reference from previous employers and self-declaration) * Recruitment procedures * Other (please specify): |
| E.4 Training | Your organization holds mandatory trainings (online or in-person) for all IP employees and associated personnel[[1]](#footnote-0) (herein “personnel”) on PSEA and relevant procedures. The training should, at a minimum include:   1. a definition of SEA (that is aligned with the [UN's definition](https://undocs.org/ST/SGB/2003/13)); 2. an explanation on prohibition of SEA; and 3. actions that personnel are required to take (i.e. prompt reporting of allegations and referral of victims).   Yes ☐ No ☐  Supporting documentation may include:   * Training package * Attendance sheets * Training certificates * Other (please specify): |
| E.5 Reporting | Your organization has mechanisms and procedures for personnel, recipients of assistance and communities, including children, to report SEA allegations that comply with core standards for reporting (i.e. safety, confidentiality, transparency, accessibility).  Yes ☐ No ☐  Supporting documentation may include:   * Internal Complaints and Feedback Mechanism * Participation in joint reporting mechanisms * Communication materials * PSEA awareness-raising plan * Description of reporting mechanism * Whistle-blower policy * Other (please specify): |
| E.6 Assistance | Your organization has a system to refer SEA victims to locally available support services, based on their needs and consent. This can include actively contributing to in-country PSEA networks and/or GBV systems (where applicable) and/or referral pathways at an inter-agency level.  Yes ☐ No ☐  Supporting documentation may include:   * Internal or Interagency referral pathway * List of Available service providers * Description of referral or Standard Operation Procedure (SOP) * Referral form for survivors of GBV/SEA * Guidelines on victim assistance and/or training on GBV and GBV case management principles * Other (please specify): |
| E.7 Investigations | Your organization has a process for investigation of allegations of SEA and can provide evidence. This may include a referral system for investigations where in-house capacity does not exist.  Yes ☐ No ☐  Supporting documentation may include:   * Written process for review of SEA allegations * Dedicated resources for investigation(s) and/or commitment of partner for support * PSEA investigation policy/procedures * Contract with professional investigative service * Other (please specify): |
| E.8 Corrective Measures | Your organization has taken appropriate corrective action in response to SEA allegations, if any.  Yes ☐ No ☐ N/A ☐  Supporting documentation may include:   * Evidence of implementation of corrective measures identified by the UN partner entity, including capacity strengthening of staff. * Specific measures to identify and reduce risks of SEA in programme delivery. * Other ((please specify): |

1. Associated personnel include sub-contractors, consultants, interns or volunteers and others associated with or working on behalf of the Partner. [↑](#footnote-ref-0)