

Recovering Nepal

Call for Proposals

Guidelines for grant applicants

HIV Grants for Civil Society Organizations

Deadline for receipt of applications: 21st October, 2020 ( 5:00 pm )

NOTE:

A grant is defined as a small-scale (Community based Harm Reduction service for Women Who Use Drugs) award of funds to a Women Led Community Based Organizations given based on a transparent, fair and competitive selection process for the purpose of undertaking activities that contribute to the achievement of Notational Strategy and National Harm Reduction program in the Country.

NOTE:

This Call for Proposals forms the basis for applying for RN/ViiV grants. It must neither be construed as a grant agreement, nor be regarded as a confirmation of a grant awarded by RN to any entity. Consequently, RN is not liable for any financial obligations, or otherwise, incurred by any entity in responding to this call for proposals. Such costs will not be considered as part of the grant budget in the event that a grant is awarded to an applicant.

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## GRANTS PROGRAMME

### Background

Based on latest size estimation of PWID data in Nepal, Women who inject drugs account for a disproportionate 8.3 of HIV infections The national estimate (NCASC) of PWIDs is minimum 27,248 and maximum 34,487 and the breakdown by gender is 24,573 to 30,561 males and 2,676 to 3,926 females.

Recovering Nepal, RN is National Federation People Who Use Drugs and Drug Service Organization s works closely with RN Women , Network of Women who Use Drugs in Nepal . In area of Advocacy, Capacity building, Leadership, Research jointly National Programme on HIV/AIDS (UNAIDS), is the convening agency for addressing HIV prevention, treatment, care and support among people who use drugs (PWUD) and for Women Who use drugs. Together with other co-sponsors national and international partners, including civil society organisations, Save the Children supports countries to achieve universal access to comprehensive HIV services for PWUD towards ending AIDS by 2030.

RN, aimed to implement the ViiV Healthcare Positive Action Programme as a supporter of the Project by use of the phrase “supported by the ViiV Healthcare Positive Action Programme targeting Women who inject Drugs in province # 1 , Province # 3 and Province # 4 focussing community driven program in Nepal.

In particular , RN provides technical assistance and capacity building to community based organization to develop and implement comprehensive evidence based, human rights centred, non-discriminatory and gender responsive HIV prevention, treatment and care services for PUD and PWUD in the country.

Recovering Nepal has experience rollout community based Harm Reduction program. The empowerment of community based organisations to develop and implement HIV prevention, treatment and care services is a critical enabler for an effective response in response to services Gap of women who use drugs.

For a selection of key guidance documents, please see appendix 1.

### Objectives

This Call for Proposals takes into consideration the importance of harnessing all available resources towards the implementation of activities aimed at meeting the objectives of this Positive Action Heath Care Grants programme.

The main objective of this Grants programme is to strengthen the capacity of civil society organizations – in particular community based organizations - to address HIV prevention, Harm Reduction, treatment, care and support among Women who inject drugs in respective province and districts

***Overall objective(s) of Project:***

* To identify areas of concentration of women who inject drugs and their behaviour patterns through situational assessment and enable the target group to access the services.
* To provide support for friendly comprehensive service package for women who use drugs in the women prone districts. Proposed project is set to achieve its goal to combat HIV/AIDS, and other health related harms to women who use drugs.
* This project will support to National HIV Strategic Plan 2016-21 ensuring 90 90 90 Targets and indicators for Fast-Tracking the response by 2020 in respond to less than 10 HR service coverage for WWUD by national program.

**The key strategies of the project is to:**

1. Strengthen and establish community base and women led harm reduction services for WWUD in respond to service gap.
2. Continue advocacy and sensitization targeting concern authorities to create enabling environment for WWUD to access the services addressing violence and Human Rights of people who use drugs.
3. Continue lobbying policy change, gender equality and sustainable funding from government at Central, provincial and Local level.
4. This project will support management cost of HR services and HR commodities including IEC materials will be supported by National Grant.

***Project summary and specific objectives:***

To achieve its goal, following core strategies are set for the proposed project:

* Advocacy and lobby to create an enabling environment for women who use drugs for service access and promotion of Women's/Human Rights and sustainable funding for WWUD.
* To provide capacity building trainings on HR services, leadership and advocacy
* To enhance community system (coordination and collaboration among key stakeholders) among WWUD across the nation.
* To promote and piloting one stop services for women including OST, NSEP, SHRH, ART, Care and legal support in respond to gender social taboo in Asian region.

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### Thematic focus and priority issues

This Call for Proposals seeks to provide funding support to Civil Society Organisations (CSOs) including Community Based Organisations (CBOs) working in the area of HIV prevention, treatment, care and support among people who inject drugs and people in Women Who Use Drugs to ensure that WWUD and their sexual partners receive quality HIV services that are tailored to their needs.

Grant funding under this Call for Proposals shall be provided under the following three categories:

**CATEGORY:** Supporting civil society organizations, in particular community-based organisations, in developing and implementing evidence-based and gender-responsive HIV services for women who use drugs.

* Harm Reduction and Advocacy program for Women Who inject / use Drugs.

### Location

## Province # 1 (Sunsari, Dharan and Itahari)

## Province # 3 (Chitwan, Surrounding Municipalities)

**Province # 4** (Buttwal surrounding Municipality

### Duration

All activities financed by this Grants programme must be start by 1st of October 2020 and implementation completed by Aug 30st, 2021.

### Guiding principles

Grant applicants are expected to consider the following fundamental principles in designing their grant project proposals:

* Project design in line with National Harm Reduction approaches to HIV interventions (ie: evidence based, human rights centred, non-discriminatory and gender responsive)

### Award amounts

Proposals with budgets not exceeding ????? will be considered for award. Please note that value for money will be assessed as a part of the rating criteria. Please saparete detail budget attached.

Recovering Nepal will provide budget detail but intervention strategies must be develop by concern applicant (concerned community based organizations)

## ELIGIBILITY CRITERIA

### Eligibility of applicants

# In order to be eligible for a grant, applicants must:

# be a non-profit making organisation (CSOs including NGOs, CBOs) registered under the relevant Laws of the country where it is registered;

# have been registered not less than Five (2) years;

# be directly responsible for the preparation and management of the project, i.e. not acting as an intermediary;

# Demonstrate prior experience of at least two (2) years implementing activities in the area of HIV prevention, treatment, care and support among PWUD or PUD in the concerned \providence and district.

# Have a bank account;

# be consistent with RN's values and ethics.

### Eligibility of projects

Only projects aimed at achieving the objectives, focusing on the priority issues and meeting all other requirements as outlined under section 1 are eligible for funding under this Call for Proposals.

Projects should be time-bound (have discernible start and end dates), and have a specific, finite objective that does not require further funding to sustain results over time. Costs, activities and beneficiaries of the proposed project must be distinguished from those relating to the applicant’s other operations.

Administrative costs

Administrative costs, i.e. such that are incremental to an entity as a result of undertaking grant funded activities based on the budget provided by the RN.

Contributions in kind

Contributions in kind are not considered actual expenditure and are not eligible costs for reimbursement.

Ineligible costs

The following costs are **not eligible**:

* Debts and provisions for losses or debts;
* Interest owed;
* Salary top-ups and similar emoluments to government employees
* Items already financed in another framework, i.e. existing capacity should not be included in the budget;
* Purchases of land or buildings[[1]](#footnote-1);
* Currency exchange losses;
* Taxes, including VAT, unless the Beneficiary (or the Beneficiary’s partners) cannot reclaim them and the applicable regulations do not forbid coverage of taxes;
* Credit to third parties;

## APPLICATION PROCEDURE

Applicants are to submit a full project proposal which will be reviewed by HIV/AIDS Section, under Drug Prevention and Health Branch, Division of Operations at UNODC Headquarters.

Each application must specify the category under which grant funding is requested (see 1.3).

Applicants who wish to apply for funding under more than one category may submit multiple applications.

### Application forms

Full project proposals must be submitted in accordance with the instructions in the full project proposal application form.

All applications must be in English or Nepali as provided by RN.

Hand-written applications will not be accepted.

Due care must be taken to complete the application form. Any error or major discrepancy related in the application form (e.g. the amounts mentioned in the budget are inconsistent with those mentioned in the application form) may lead to rejection of the application.

Please note that only the application form and the completed annexes will be evaluated. It is therefore of utmost importance that these documents contain ALL relevant information concerning the project.

### Documents to be submitted for application

The following documents must be submitted as part of the application:

* Project proposal application form (template provided);
* Project budget (template provided);
* Registration certificate as evidence for legal credentials of the organisation;
* Audited organisational financial statements for the last fiscal year. In the absence of audited statements, other official documents, signed by an authorised representative and demonstrating annual income will be accepted;
* Proposals involving partner contributions must include evidence of secure funding;
* Certification (template provided);

### Where and how to send the application

The completed application form and budget must be submitted in Word and Excel.

Applications must be submitted by email to [infro@recoveringnepal.org.np](mailto:infro@recoveringnepal.org.np) marked “Positive Action Health Care Grants for women who use drugs (CSOs 2020”

Applications sent by email or at Office of RN in Kathmandu or delivered to other addresses will not be considered under this Call for Proposals.

Incomplete applications will be rejected.

### Deadline for submission of applications

The deadline for the submission of full project proposals is **August 31st, 2020, 12:00 AM CEST** as evidenced by the date of receipt of submission email. Any application submitted after the deadline will be automatically rejected.

## EVALUATION PROCEDURE

### Eligibility assessment

All applications will be examined and evaluated by a technical evaluation team. In a first step the eligibility of the applications will be assessed as follows:

* Has the submission deadline been respected?
* Has the correct application form been duly filled and are all requested documents attached to the application?
* Does the application meet all the eligibility criteria as mentioned in section 2 above?

### If the first assessment of the application reveals that any of the above questions are negative the application may be rejected solely on that basis and the application will not be evaluated further. Technical assessment of full project proposals

The quality of the project proposals will be assessed in accordance with the evaluation criteria set out in the evaluation grid below. Each subsection will be given a score in accordance with the following guidelines: 0 = information not provided, 1 = poorly meets the criteria; 2 = partially meets the criteria; 3 = adequately meets the criteria; 4 = satisfyingly meets the criteria; 5 = entirely meets the criteria.

|  |  |
| --- | --- |
| **Proposal** | **Weighting** |
| **1. Capacity of the Organization** | **20** |
| 1.1 The organization has a proven track record of providing activities in the area of HIV prevention, treatment, care and support among people who use drugs or women who use drugs | **10** |
| 1.2 The organization has adequate experience in project management. There is evidence of successful delivery of projects, funded by a range of donors, over a minimum of two (2) years. | **10** |
| **2. Quality of the Project Proposal** | **40** |
| 2.1 The project logically responds to a clearly articulated need. The proposed activities are clearly described and evidence-based. | **5** |
| 2.2 The target beneficiaries have been clearly identified and quantified. | **5** |
| 2.3 The project is likely to achieve a positive and lasting impact on the target population. | **5** |
| 2.4 The proposed activities and workplan are clearly defined and realistic. | **5** |
| 2.5 The proposal demonstrates knowledge of current provision for the target population; and presents a viable approach to working in partnership with other stakeholders. | **5** |
| 2.6 Appropriate risk and mitigation measures have been clearly identified. | **5** |
| 2.7 The reporting mechanism is viable. | **5** |
| 2.8 Women Led Organization | **20** |
|  |  |
| 2.8 The proposal demonstrates responds to gender-specific needs. | **5** |
| **3. Value for money** | **40** |
| 3.1 Economy – proposed costs are necessary and realistic; Efficiency - proposed costs are proportionate to proposed activities | **20** |
| **Maximum total score** | **80** |

* + 1. **Provisional selection**

Following the evaluation of eligible full project proposals, a table listing the applications ranked according to their scores is established.

## APPROVAL AND AWARD

Applicants are informed in writing of RN's decision concerning their application.

The following documents will be signed as part of the grant agreement between RN and grant recipients:

* Grant agreement based on the standard RN Grant agreement
* Annex A – Project Proposal
* Annex B – Project Budget
  1. **INDICATIVE TIMETABLE**

|  |  |
| --- | --- |
|  | Date |
| Deadline for submission of full project proposals | August 15th Sep 2020 st, 2020, 12:00 AM GMT time |
| Estimated start date /project implementation | October 1st, 2020 |

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## APPENDIX 1 LIST OF REFERENCES

1. [↑](#footnote-ref-1)