# STANDARD ‘CALL FOR PROPOSALS’ (CFP)

**Primary project/program title:**

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| EU Support to the awareness raising and education programme(s) on the Khmer Rouge history |

**and/or UNOPS reference number (if applicable):**

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| 22612 |

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| 1. General instructions for proposal submission |  |  |
| **How to submit?**  **Please fill out** the Grant Application template ([**CFP Annex**](https://docs.google.com/document/d/13Z0YEJvqPoaML_dvu5KNyrP7-EB9LXDDX8iwfF4k_0k/edit?usp=sharing)) by following the instructions on each section. Please print this CFP to complete the information on the last page and sign. The applicant(s) shall submit this signed document along with the Grant Application and other supporting documents listed in this CFP. More importantly, please also send the electronic/scanned copies of relevant documents to the given email address below. | | |
| **When to submit?**  Deadline: February 26th, 2021 | | |
| **Where to submit?**  Office Address: Room 511, 5th Floor, Phnom Penh Centre (Block A), Corner Sothearos and Sihanouk Blvd, Tonle Bassac, Phnom Penh. Telephone: +855 23 860 900 and submit to Mr. Darapisuor Rath, Project Manager, by email: [darapisuorr@unops.org](mailto:darapisuorr@unops.org) | | |

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| 1. Eligibility criteria as per project agreement |  |  |
| **Limitations**   * This Call for Proposals opens to international and national non-profit organizations which are currently operating in Cambodia. * Consortiums are encouraged amongst NGOs and NGOs with government’s entities. Applicants are encouraged to build partnerships with government entities (i.e Tuol Sleng Museum and other government entities) and/or media on the capacity building and legacy in relation to the Khmer Rouge education. Proof of partnership agreements within a consortium shall have to be submitted by the time of Proposal submission. * The Lead (prime) Organization will have to submit proof of registration jointly with the application. A valid registration must be in place in order to operate in Cambodia. In case the applicant does not hold a valid registration at the time of the submission of the proposal, it shall specify the timeline to obtain an official/valid registration. * The proposed budget for Grant Proposals shall be between USD 180,000 to USD 240,000 for the implementation period between 18 to 20 months. | | |
| **Minimum requirements/qualifications**   * Organizations must have implemented awareness raising and education programme(s) on the Khmer Rouge era as a means for enhancing awareness of citizens, researchers and professionals on democracy and reconciliation, cultural diversity, gender equality, human rights and the rule of law in Cambodia during the last five years. * Have adequate management, financial, administrative and technical structures and capacity to conduct the proposed activities efficiently. * Where the proposed activities are in relation to the education and awareness raising, the organisations shall have established and tested Training Methodologies/approaches in place for the capacity building in the provision of training. The methodologies/approaches shall be specifically derived in the Proposal. | | |
| **Other critical considerations**   * The proposed activities shall promote the awareness of citizens, with particular focus on youth (high school and university students), researchers and professionals on democracy and reconciliation, cultural diversity, gender equality, human rights and the rule of law in Cambodia. * In the event of partnerships with the government ministries for the activity implementation, the applicants shall provide a Memorandum of Understanding(s), or any other official endorsement documents in supporting the activities; for instance, the Ministry of Education, Youth and Sports (MoEYS), the Ministry of Culture and Fine Arts (MoCFA), the Ministry of Cults and Religions, the Ministry of Women’s Affairs (MoWA) and the Ministry of Health (MoH) and other government entities. * The scope of the proposed activities shall be implemented in the Capital and provinces by taking into consideration the marginality of right holders, such as Khmer Rouge survivors, GBV survivors, people living with disabilities, people of different ethnicities, youth and other marginalised groups. Additionally, the proposed activities shall represent innovative aspects, and have potentials for replicability after the end of the project. * By supporting the awareness and education activities, the project shall contribute to processes of collective and individual historical memories. * The applicant shall innovate approaches to maintain the implementation of the project actions during such unprecedented events, i.e. COVID-19 pandemic. * All applicants awarded are obliged to develop a Gender Action Plan to ensure that gender-related matters are appropriately targeted and covered by the project intervention; therefore, previous or current knowledge on gender mainstreaming, gender based violence and right based approach will be taken into consideration. The Gender Action Plan shall be submitted during the project inception period, and it will be utilised for the monitoring and evaluation by UNOPS. * Implementation should commence immediately after the grant(s) is awarded. It is expected that the applicants shall undertake its activities no later than March 15th, 2021. The expenditure to be grant financed in accordance with this CFP and its Annexes must be incurred between the grant award and by the end of the proposed timeline. * All applicants can propose sub-grant(s), which are in line with the proposed actions. | | |

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| 1. Description of scope of work |  |  |
| **Overall sector**  The objectives of this CFP are to promote awareness raising and education programmes on the Khmer Rouge era as a means for enhancing awareness of citizens, with particular focus on youth (high school and university students), researchers and professionals on democracy and reconciliation, cultural diversity, gender equality, human rights and the rule of law in Cambodia. | | |
| **Specific activities to be funded**  Enhanced reconciliation and participation that respects and appreciates cultural diversity, gender equality, human rights and the rule of law. | | |
| The grantee shall support knowledge and awareness of the Khmer Rouge history, and the on-going ECCC’s trials as much as possible. Innovation in education and awareness raising will be promoted under this project, while other key focuses, including gender based violence, cultural diversity, democracy and intergenerational, inter-ethnicity or interreligious dialogues, will be incorporated into the project implementation. Additionally, the genocide education is a means for understanding and reinforcing cultural diversity and gender equality at the national, local and individual levels. | | |

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| 1. Evaluation process |  |  |
| In line with UNOPS evaluation principles of fairness, transparency and integrity, an independent Grant Evaluation and Selection Committee will be responsible for the review of proposals and the Grantee selection. The review is based on the criteria outlined in the ‘Call for Proposals’ (CFP) and includes an assessment of the grant proposal’s formal, technical and financial aspects. The review should usually include at least two (2) ‘substantially compliant’ proposals and result in the selection of the lowest priced, substantially compliant proposal. Any non-compliant proposal may automatically be eliminated from the evaluation process.  The selected proposal will be notified and furtherly assess the organisational capacity before fully confirming the ‘passed’ result. UNOPS Evaluation Committee reserves the right to request to the preferred applicant(s) to follow the recommendations stated in the ‘Evaluation Report’ by updating specific sections in the proposal, such as indicators, target beneficiaries, budget, timeline, and activities, among other things. In this case, the preferred applicants shall revise and re-submit the revised proposal to UNOPS within 5 working days. | | |

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| 1. UNOPS Grant Support Agreement |  |  |
| The UNOPS Standard Grant Support Agreement (GSA) containing UNOPS General Conditions for Grant Support Agreements (Annex D of the [**UNOPS Grant Support Agreement template**](https://intra.unops.org/operations/legal/agreements/disbursement-of-funds/grant-support-agreements)) is herewith attached. The GSA constitutes an integral part of this CFP as it is mandatory to accept this agreement with its conditions before submitting a proposal. | | |

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| 1. Interest / Grantee Application template |  |  |
| If your organization is interested in submitting a grant proposal in response to this CFP, please kindly prepare a short ‘Expression of Interest’ statement (below) and/or complete the Grantee Application template (herewith attached as [Annex A](https://docs.google.com/document/d/13Z0YEJvqPoaML_dvu5KNyrP7-EB9LXDDX8iwfF4k_0k/edit?usp=sharing)) | | |

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| My organization \_\_\_\_\_\_\_\_\_\_\_\_\_ is hereby formally interested in the advertised grant program/component and will submit a proposal within the established timeframe. | |
| **Authorized signature:** |  |
| **Title:** |  |
| **Date:** |  |

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