

2022 Call for Proposals

Scaling Up Nutrition Movement Pooled Fund 2.0 (extended period 2022)

Reference: SUN_Grants_2022_001

Funded by



Application Deadline: 15 August 2022 by 15:00 (Geneva Time)

UNOPS invites interested and eligible applicants to join an exceptional 2022 application exercise related to the Scaling up Nutrition (SUN) Pooled Fund 2.0 extension period covering the period of July - December 2022. Details on the application process and the administration of the grant programme are set forth in this Call for Proposals. Interested applicants are encouraged to read the Call for Proposals and its relevant annexes in its entirety prior to applying.

Section 1: Grant Overview

The SUN Movement has successfully brought together governments, United Nations agencies, businesses, donors, civil society organizations and individuals in a collective mission in 65 countries and 4 Indian States to uphold the right to good food and nutrition. It has also helped to illuminate the importance of nutrition in achieving the Sustainable Development Goals (SDGs). The SUN Movement continues to work with countries with the belief that Nutrition is both a maker and a marker of development. Improved nutrition is the platform for progress in health, education, employment, empowerment of women and the reduction of poverty and inequality, and can lay the foundation for peaceful, secure and stable societies.

Since 2018, the Pooled Fund, has successfully built and strengthened national civil society alliances' (CSA) participation in national multi-stakeholder multi-sectoral nutrition efforts, in an effort to catalyze an enabling national environment and scale-up improved nutrition through an innovative approach. The Pooled Fund has strongly contributed to empowered, representative and recognized civil society voices around the policy

planning and implementation table in recipient SUN Movement countries. The Pooled Fund 2.0 is administered by the United Nations Office for Project Services (UNOPS).

Section 2: Grant Objectives

The Pooled Fund is coherent with the SUN Movement stewardship arrangements and processes at national and global levels. In particular, the Pooled Fund will support civil society organizations and alliances through actions which reinforce in-country capabilities of all stakeholders in SUN Countries across four thematic areas:

- a) Continuously improve country planning to end malnutrition.
- b) Mobilise, advocate and communicate for impact.
- c) Strengthen capacity of government and non-governmental systems, multi-sectoral teams, and their individual members, for scaled-up nutrition action at all levels.
- d) Ensure equity, equality and non-discrimination for all, with women and girls at the centre of efforts.

The Pooled Fund will support both tested and innovative approaches for learning and experience exchange, including peer-to-peer learning, trainings combining face-to-face and distance learning, and coaching. Special consideration will also be given to those projects that include sharing lessons learned, knowledge management and success stories from the projects with the other members of the Multi-Sector/Stakeholder Platform and the Movement as a whole.

Section 3: Eligibility

The application is open to Civil Society Organizations (CSO) and Civil Society Alliances (CSA) members or hosting organizations of the SUN Civil Society Network (CSN).

Section 4: General Award Information

Grant support will be allocated according to the following parameters:

- **Budget:** The budget should not exceed USD 100,000
- **Number of grants to be awarded under this Call for Proposal:** 1
- **Implementation period:** 1 September 2022 (or time of issuance of the Grant Agreement, whatever is earlier) to 1 December 2022 (Note: No extension is foreseen after 31 December 2022)
 - Final report should be submitted by 15 December 2022.
- **Indirect/overhead costs:** Indirect costs should not exceed 10% of direct costs

Section 5: Submission Instructions

Deadline: 15 August 2022 by 15:00 (Geneva Time). Late submissions should not be considered.

Format: Applicants should complete and submit the following:

- Form A: Application form, duly filled, signed and scanned;
- Form B: Project Work Plan and Timeline (please use attached template);
- Form C: Grant Budget (please use attached template);
- Form D: Team member(s) to be involved in the project implementation with their responsibilities in brief and curriculum vitae/resumes. If any team member will be performing more than one role, please mark on the first page of the CVs.
- Form E: Documentation certifying a legal registration as a non-profit organization with the permission to operate in the country of suggested activities.
- Form F: If the applicant is a CSO, a supporting letter from their CSA. Emails sent from the CSA directly to the SUN Grants mailbox will also be accepted. The CSA must be active at the moment of endorsement.

Please save file names of attachments according to the following guidelines:

“SUN_Grants_2022_001_ *ABC Country*”. Large files may be compressed and attached as a zip file.

Language: Applications will be considered only if they are submitted in English.

Address: Please submit your application by email only. Submission will be accepted only if sent to the dedicated email address: SUNgrants@unops.org. **Applications sent via post, or to alternative email addresses will not be considered.**

Questions and clarification: All questions during the proposal process, shall be sent via email to UNOPS dedicated email address - SUNgrants@unops.org before **15 August 2022**.

Section 6: The Grant Evaluation Methodology

The Grant Evaluation Committee will consider each proposal in a two-step selection process. The first stage of the selection process will review the eligibility of the applicant and the compliance of their application – as per Step 1: Eligibility Criteria. Only the proposals that pass the first stage will advance to the second stage. The second stage of the selection will be a programmatic evaluation on the merits of the proposal, project activities, and project budget – as per Step 2: Evaluation Criteria.

For this special exercise, the Grant Evaluation Committee consists of UNOPS/SMS personnel that are free from personal, financial, commercial, and political conflicts of interest. All personnel involved in the grant selection process certify that:

- (a) The Call for Proposal is posted publicly on the [United Nations Global Marketplace](#) to ensure that information disseminated about the grant opportunity is public and widely available. Interested applicants should click the link above, select 'Business Opportunities', and scroll down to find the correct Call for Proposals. Interested applicants may then click the Call for Proposals link and download all the relevant documents.
- (b) During the solicitation phase, all potential applicants receive identical information and any clarifications on solicitation documents are provided at approximately the same time to all;
- (c) Individuals having a personal or financial interest in a potential applicant responding to a solicitation declare such a position and are prohibited from any involvement in the grant selection and approval process.

Step 1: Eligibility Criteria

All Grantees **must** comply with these minimum eligibility criteria to be allowed to the grant evaluation step:

| Eligibility Review | Remarks |
|---|--|
| 1. A completed application form, including all forms, is submitted prior to the closing date/time of the Call for Proposal period. | |
| 2. The applicant is a Civil Society Organization (CSO) or Civil Society Alliance (CSA) member or host of the SUN Civil Society Network (CSN). | The grant evaluation committee will check the applicant. For CSOs, a supporting letter or message from their CSA must be attached. The CSA must be active at the moment of endorsement. |
| 3. The applicant is legally registered to operate in the country of suggested activities. | Please attach proof of legal registration allowing operations in the country of suggested activities. Proof of registration should not be expired. |
| 4. The applicant and its executive are free from United Nations and World Bank vendor sanctions . | The grant evaluation committee will check the applicant against the sanctions list. |
| 5. The proposed work plan and timeline do not go beyond 1 December 2022. | |

| | |
|--|--|
| 6. The proposal's budget shall not include costs related to construction or acquisition of real property. | |
| 7. The proposal's budget does not exceed USD 100,000 for the implementation period. | |
| 8. The organization certifies in the Section 5 of Form A: Grant Application Form that it abides to existing national legal obligations and regulations, and applicable international codes and obligations including the International Code of Marketing of Breast Milk Substitutes and subsequent relevant WHA resolutions. | |

All proposals that meet the above minimum eligibility criteria will be evaluated as per the process described below.

Step 2: Evaluation Criteria

In line with UNOPS/SMS evaluation principles of fairness, transparency and integrity, a Grant Evaluation Committee will be responsible for the review of proposals and the Grantee selection. The review is based on the criteria outlined in this Call for Proposals and includes an assessment of the grant proposal's formal, technical and financial aspects.

| EVALUATION REVIEW | Points Obtainable | General Remarks: |
|---|------------------------------|---|
| Background | | |
| 1. Has the organization demonstrated experience to successfully implement the grant activities (also through sub-granting arrangements) ? | 20 | See: Section 2, Question 1.1 and 1.2 of Form A - Grant Application |
| <i>Subtotal for organizational capacity</i> | 20 | |
| SCOPE OF WORK | | |
| 2. Is the Statement of Need specific, compelling, and aligning to countries' nutrition priorities, policies, and strategies? | 45 | See: Section 3, Question 2.1, 2.2 and 2.3 of Form A - Grant Application |
| <i>Subtotal for Scope of Work</i> | 45 | |
| METHODOLOGY/TECHNICAL APPROACH | | |
| 3. Does the proposal present a sound, competent project team? | 35 | See: Section 4, Question 3.1 and 3.2 of Form A - Grant Application |
| <i>Subtotal for Methodology/Technical Approach</i> | 35 | |
| Evaluation Subtotal: | 100 | |
| Threshold for Technical Compliance: (Includes Focal Point Endorsement) | 60 (or 60%) | |
| Final score | | |

Section 6: Budget Detail

Part A: General Information

The development and management of a realistic and transparent budget detail is an important part of developing and implementing successful grant activities. This document is required for the application to be considered. Careful attention to issues of financial management and integrity will enhance the effectiveness and impact of the project. The following important principles should be kept in mind while preparing Form C: Grant Budget:

- The budget should be realistic. Find out what planned activities will actually cost, and do not assume that you will be able to make do for less.
- Do not over inflate the budget. While applicants are encouraged to calculate some room for fluctuation in costs and exchange rates, it is preferable for Grantees to spend down their budgets than to leave large amounts of unspent funding at the end of the project.
- The budget should include all costs associated with managing and administering the grant project. In particular, applicants should consider the cost of monitoring and evaluation, collecting baseline data or baseline surveys, accounting or auditing services, security provisions, insurance, etc.
- Reasonable indirect costs related to administration of the grant are permitted up to a maximum of 10% of the total direct costs.
- Grantees should not request equipment items with a unit value greater than USD 2,500 in their project budget. Should this be the case, please provide an explanation.
- The budget should be organized by category, not by activity. Activities should be outlined in the project plan, whereas procurement/expense type should be outlined in the budget.
- The budget line items are general categories intended to assist in thinking through where money will be spent. If a planned expenditure does not appear to fit in any of the standard line item categories, list the item under the category “Other Costs,” and state for what the money is to be used briefly in the line item.
 - o Please list sub-grants and sub-contract (if applicable) in the Other Costs category. You may name the entity in the budget.
 - o Please list consultants and contractors in the Other Costs category (if applicable).

Section 7: Award Information

The Grant Support Agreement (GSA) constitutes an integral part of this Call for Proposals. Therefore, applicants are asked to read this agreement before submitting a proposal. Please see the Call for Proposals [Annex A: UNOPS Sample Grant Support Agreement](#) (it includes the applicable General Conditions).

Please Note: In the Grant Support Agreement General Conditions, UNOPS request grant recipients to open a separate bank account in USD to hold their funds, if possible. If not possible, please indicate if you have a USD bank account and how you would ensure clear accounting/reporting separation from other funding sources.

Applicants will be notified of the status of their application. Applicants who are not selected for this grant may request the Grant Evaluation Committee's opinion by contacting the Pooled Fund Team at SUNgrants@unops.org.