

## **Minutes of the Information Sessions**

### **Grant Support - Call for Proposals**

#### **The Sustainable Urban Integration of Displacement-Affected Communities (SUIDAC) in Sub-Saharan Africa**

**Reference: AFR/EU/11934-026/009**

**English Session:**

**Date: 19 June 2024, 11:00 CET (13:00 EAT)**

**Zoom: <https://zoom.us/j/99602068518>**

**French Session:**

**Date: 19 June 2024, 13:00 CET (14:00 EAT)**

**Zoom: <https://zoom.us/j/93695844510>**

Information about the session was shared on UNGM and the Cities Alliance website.  
Minutes are posted on the UNGM platform.

## Presentation of the Call for Proposal

Presentation available in French and English as Annexes to this document.

## Questions and Answers from the English Session

Questions	Answers
<b>English Session</b>	<b>19 June 2024, 11:00 CET (13:00 EAT)</b>
Due to the current security situation in Sudan, could you please confirm if the Action could potentially expand to other states and municipalities besides Atbara?	This Action targets Atbara, Sudan, under Lot 1. The proposal should include Atbara but may also expand to neighboring municipalities if well justified and motivated. Given the rapidly changing context in Sudan, more flexibility will be expected for this Lot.
What are the roles and responsibilities of the municipalities during the Implementation Phase?	<p>Whenever possible, and as justified in the Feasibility Study, the municipality will be a direct recipient of the Action. The roles and responsibilities of the municipalities should be clearly defined as part of the Feasibility Study, including the role of the Technical Implementing Partner (TIP). The Feasibility Study should also explain the budget allocation for each party and specify who will be leading the implementation of each activity.</p> <p>If the TIP wishes to create a consortium with a municipality for the redaction of the Feasibility Study (Analytical Phase), this is also possible and should be mentioned in the submitted proposal.</p>
Is it possible for international and local organizations to apply for the proposal jointly? Can several organizations organize as a consortium?	<p>Yes, this is even recommended. There are several possible options:</p> <ul style="list-style-type: none"><li>- Create a consortium from the Analytical Phase. Build the application jointly from the beginning, conduct the feasibility study, and implement jointly.</li><li>- Lead as a Technical Implementing Partner (TIP) for the realization of the feasibility study and define the consortium for the implementation phase in the feasibility study.</li></ul> <p>We strongly encourage the participation of community-based organizations and refugee organizations as part of the implementing partners.</p>

Questions	Answers
What capacities and expertise are expected from the partners, especially for the implementation phase? What are the minimum requirements you would expect in a partner beyond their ability to conduct research and feasibility studies?	The TIP is expected to remain in the project management role until the end of the implementation phase. If the municipality does not have the capacity to implement the project as per the feasibility study, the TIP is expected to lead the implementation side by side with the municipality to ensure that all activities and actions outlined in the feasibility study are completed. This includes for example the completion of infrastructure projects.
Can you clarify the budget allocated for travels?	The National Steering Committee (meeting once a year) and Regional Dialogues (six over four years) will be organized by Cities Alliance. A minimum of one participant from the municipality and one participant from the TIP will be financed by Cities Alliance.
Will the municipality be able to sign MOUs with more than one Technical Implementation Partner intending to apply for this call?	Yes, we have no control over the number of MOUs each municipality decides to sign. It is possible for a municipality to sign several MOUs with different potential implementing partners
In the case of a collaboration between two cities, how will it be possible to integrate cross-cutting activities needed in both cities in terms of costing?	<p>SUIDAC will be very flexible as it will be built by the cities. For the Analytical phase, one application per lot will still be required.</p> <p>However, if the applicant believes it would be beneficial to have a single feasibility study for both cities (for example, if the cities are neighbors or very similar), this should be well justified in the application. Activities and costs can be cross-cutting if this brings better value for money. This will need to be well explained and justified in the application.</p>
Is there any budget threshold or limitation for the sub-grantees who will be involved?	No. There is no budget limitation for sub-grantees.
Should applicants to this call already have an MoU signed with the municipality?	<p>Having an MoU at the analytical phase is not a requirement, but we will ensure that one is in place for the implementation phase to guarantee a good relationship between the TIP and the municipalities.</p> <p>It is encouraged to have recommendations from the municipality added to this call application. A municipality is allowed to support more than one organization.</p>
Should the response to this Call for Proposal be sent by hard copy?	<b>No, the call for Proposals should only be sent be email to <a href="mailto:CA-Proposal@citiesalliance.org">CA-Proposal@citiesalliance.org</a></b>

Questions	Answers
Will you give the grant to the municipalities or do you expect the TIP to do so?	<p>As part of the implementation phase, Cities Alliance will provide a grant to the municipality and the TIP will sign a separate support agreement for their portion of the grant.</p> <p>If the TIP wishes to co-write the Feasibility Study with the municipality during the analytical phase, the TIP is allowed to sub-grant part of the analytical phase budget to the municipality.</p>

## Questions and Answers from the French Session

Questions	Answers
<b>French Session</b>	<b>19 June 2024, 13:00 CET (14:00 EAT)</b>
What is the difference between Phase 1 (Feasibility Study) and Phase 2 (Implementation)?	<p>During Phase 1, the selected TIP (Technical Implementation Partner) will prepare a feasibility study, for which they will receive an initial grant of up to 200,000 USD. In close collaboration with the municipality and local stakeholders, the TIP must determine the municipality's needs, as well as the means and resources available to achieve this objective. This information must be documented as part of the Feasibility Study.</p> <p>The selected TIP must confirm their availability for the entirety of Phase 1 (up to 6 months) and Phase 2 (at least 36 months).</p> <p>During the Implementation Phase, the TIP and the municipality should work together to implement the activities outlined in the Feasibility Study.</p>
Will there be any flexibility in case of technical issues during the proposal submission, such as a lack of internet connection at the deadline?	Cities Alliance understands that technical issues, such as internet connection problems, can occur in poorly or underserved areas. If you encounter such an issue, please notify us as soon as possible. As far as is feasible and reasonable, we will be flexible in dealing with such problems.
Can a consortium be formed for this proposal?	Yes, it is even recommended. We strongly encourage the participation of community-based organizations and refugee-led

	<p>organizations as part of the implementing partners. We want to encourage diversified and locally scaled projects. We will also support the association of two or more municipalities if it means achieving a better outcome. However, it is important to submit one proposal per city until the selection of TIPs.</p>
<p>In the case of collaboration between two cities, will the TIP receive the USD 200,000 allocated for the feasibility study per proposal or per lot?</p>	<p>The USD 200,000 allocated for the feasibility study is a maximum limit not to be exceeded per lot. If the TIP does not spend the entire amount, the remaining funds will be transferred to Phase 2 (implementation).</p> <p>USD 200,000 are allocated per lot.</p>



## SUMMARY OF THE ACTION

The Action will work in five Sub-Saharan countries: RDC, Ethiopia, Sudan, Uganda and Somalia with the objective to contribute to the sustainable local integration of Displacement Affected Communities (DACs) in selected hosting cities.

IMPACT – TO CONTRIBUTE TO THE SUSTAINABLE LOCAL INTEGRATION OF DISPLACED AFFECTED COMMUNITIES (DACs) IN THE TARGETED SUB-SAHARAN HOSTING CITIES

## SUIDAC – COMPONENTS

**OUTCOME 1: IMPROVE THE SELF-RELIANCE AND SOCIAL COHESION OF DACs LIVING IN THE TARGETED URBAN AND PERI-URBAN AREAS OF ETHIOPIA, SOMALIA, DRC, SUDAN & UGANDA**

Output 1.1: Improve DACs inclusion into existing urban services including health (physical and mental), nutrition, water, sanitation & hygiene (WASH), education (primary, secondary and when possible, university), SGBV support, energy and housing, land and property.

Output 1.2: Increase DACs access to diversified (i.e. farm and non-farm) livelihood opportunities, access to finance and savings, with specific attention to tackling vulnerabilities of informal economy workers

Output 1.3 Enhanced DACs' access to legal protection, rights, assistance and justice under national and international customary and refugee law, protocols and policies affecting country nationals and forcibly displaced communities

**OUTCOME 2: STRENGTHEN LOCAL CITY ADMINISTRATIONS', NATIONAL GOVERNMENTS AND REGIONAL BODIES' INTEGRATED AND DEVELOPMENT-FOCUSED URBAN FORCED DISPLACEMENT RESPONSES**

Output 2.1: Improved institutional capacity to develop and implement development strategies and interventions, based on inclusive, integrated and sustainable approaches to urban development and forced displacement, which improve livability in targeted cities and facilitate local integration of DACs and vulnerable groups

Output 2.2: Strengthened multi-level (local, national, regional) policy dialogue on urban forced displacement issues concerning DACs hosting cities/districts/regions

3 / Fighting Urban Poverty

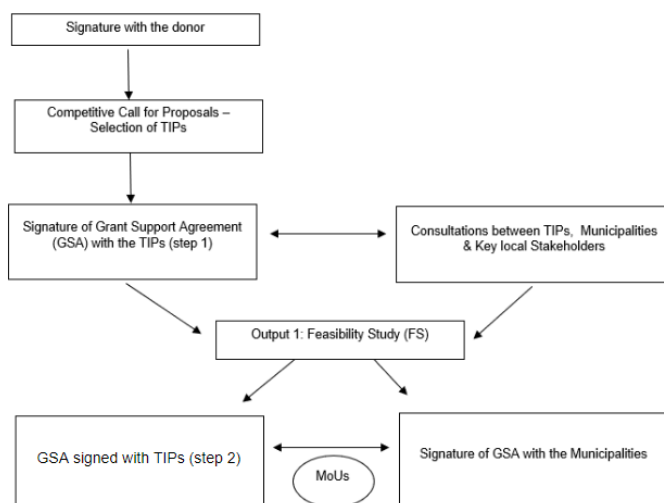
Output 2.3: Strengthened governments' evidence-based responses to urban forced displacement issues

## LAUNCH – 2024

3 GRANTS PER CITY

## SPECIFICITY

- CITIES ARE IN THE DRIVING SEAT
- AVOID DUPLICABILITY BUILD ON WHAT ALREADY EXIST
- AS LOCAL AS POSSIBLE FOR THE CITIES AND THE TIP
- EXPECTATION = TRUST / CONTRACT





## CFP OBJECTIVE

Select the SUIDAC Technical Implementing Partners (TIPs) to complete the Analytical and Diagnosis Phase & Feasibility Study of the Action (First Phase, 6 months maximum).

To ensure continuity and ownership of the Action, each applicant to this CFP must confirm their capacity to implement all the activities mentioned in the Feasibility Study during the Implementation Phase (Second Phase, 36 months minimum).

## 9 LOTS

- Lot 1 – Atbara – 1,727,862 USD
- Lot 2 – Arua - 1,727,862 USD
- Lot 3 – Koboko – 2,375,810 USD
- Lot 4 – Assosa - 2,375,810 USD
- Lot 5 – Jigjiga - 1,727,862 USD
- Lot 6 – Kananga - 1,727,862 USD
- Lot 7 – Tshikapa - 1,727,862 USD
- Lot 8 – Gabiley - 1,727,862 USD
- Lot 9 – Borama - 1,727,862 USD



## CFP OUTPUTS

Output 1 – Realization of a Feasibility Study for SUIDAC

Activity 1: Realise a Feasibility Study and complete the Annexes as detailed in Section 1.4 of this CFP

Activity 2: Participation and presentation of the Feasibility Study during the First Peer-Learning event of the Action


Activity 3: Full commitment, motivation and proof of capacity of the TIP toward the implementation of the FS




Output 2 - Creation of the National Steering Committee for SUIDAC





# SUBMISSION – FOR SUBMISSION DOCS

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1. SUDAC Cell for Projects - FOR INFO.pdf

2.1 - CIP Overview Form - FOR SUBMISSION.docx

2.2 - CIP Instructions to applicants - FOR INFO.pdf

2.3 - Project Proposal Form - FOR SUBMISSION.docx

3.2 - Guidelines on Eligible Financial Institutions - FOR INFO.pdf

4.1 - Gender Marker Self-Assessment Form - FOR SUBMISSION.docx

4.2 - Guidelines for Gender Mainstreaming in projects - FOR INFO.pdf

5. Protection from sexual exploitation and abuse (PSEA) category assessment form - FOR SUBMISSION.docx

6.1 - Gender Equality assessment form - FOR SUBMISSION.docx

7. CIP Declarations - FOR SUBMISSION.docx

8. Section 1.1 - Annex 1.1 - Blank Statement Agreement - FOR INFO.pdf

9. Appel à propositions - POUR INFORMATION.pdf

10.1 - Inspection - POUR SUBMISSION.docx

11.1 - Instructions aux entités candidates - POUR INFORMATION.pdf

12.1 - Formulaire de soumission des offres - POUR SUBMISSION.docx

13.1 - Lignes directrices - Démonstration des offres - FOR INFO.pdf

14.1 - Marqueur de Genre Auto-évaluation - POUR SUBMISSION.docx

15.1 - Guide pour le Genre Marker - POUR INFORMATION.pdf

16.1 - Guide d'évaluation des capacités de gestionnaire et de gestionnaire des affaires - POUR SUBMISSION.docx

17.1 - Fiche de suivi des offres - Démonstration des offres et de l'offre - POUR SUBMISSION.docx

18.1 - Déclarations - POUR SUBMISSION.docx

19.1 - Section 1.1 - Annexe 1 - Accord de subvention - POUR INFORMATION.pdf

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