

BASE DOCUMENT

CALL FOR PARTNERSHIPS (CFP)

from

Not-for-Profit Institutions

Ref: CI/FMD/FEJ/2024/80

(Please quote this UNESCO reference in all correspondence)

2/09/2024

Closing date: 18/10/2024 (23:59 GMT+2)

Submission via email to: gmdf@unesco.org

Inquiries via email to: gmdf@unesco.org (technical, administrative and financial aspects)

I. BACKGROUND:

The United Nations Educational, Scientific and Cultural Organization (UNESCO) seeks to build peace through international cooperation in Education, the Sciences and Culture. UNESCO's programmes contribute to the achievement of the [Sustainable Development Goals in Agenda 2030](#) adopted by the UN General Assembly in 2015. This Call for Partnerships (CFP) for Implementation Partners relates to the UNESCO project:

Global Media Defence Fund (GMDF)

Established in 2019 within the framework of the Global Campaign for Media Freedom and the overall umbrella of the UN Plan of Action on Safety of Journalists and the Issue of Impunity –and the recommendations for an upscaled implementation of the UN Plan–, the Global Media Defence Fund (hereinafter “GMDF” or “the Fund”) is a UNESCO Multi-Partner Trust Fund which supports local, regional, and global projects contributing to bolstering journalists’ legal protection and enhancing media freedom.

The GMDF contributes to creating a free and safer environment for journalists to undertake their work through four key approaches or Outputs:

- Output 1: Fostering international legal cooperation, as well as the sharing and implementation of good practices for promoting the defense of journalists under attack and addressing impunity for attacks against them.
- Output 2: Reinforcing the operationalization of national safety mechanisms and peer support networks to ensure journalists’ rapid access to legal assistance, bolster their defense and enhance their safety, taking into account the gendered nature of the threats against them.
- Output 3: Supporting investigative journalism that contributes to reduced impunity for crimes against journalists by holding the justice system accountable and by pursuing investigative work that risks being censored when journalists are attacked, imprisoned, or murdered; and enhances the safety of those conducting this line of work.
- Output 4: Enhancing structures for fostering strategic litigation in order to protect national and regional environments where the legal frameworks are conducive to an independent, free, and plural media ecosystems.

Under **Output 2, Output 3 and Output 4** of the Fund, UNESCO seeks partnerships with not-for-profit organizations (including but not limited to non-governmental organizations, foundations, professional associations, academic institutions, and intergovernmental organizations, among many others) seeking to undertake or upscale local, regional, and/or global initiatives that, in line with international human

rights standards, will contribute to advancing at least one of these Outputs. Implementing partners are selected through competitive Calls for Partnerships.

II. OBJECTIVES AND EXPECTED OUTPUTS/ DELIVERABLES:

The objective of this thematic Call for Partnerships is providing financial support to local, regional, and global projects that, in line with international standards, contribute to defending environmental journalism by bolstering the legal protection of environmental journalists and/or reducing impunity related to cases of violence, threats and attacks against them.

Detailed objectives and related outputs and deliverables are provided in the **Terms of Reference of the Call for Partnerships – Annex 1**.

Final Beneficiaries

Eligible proposals will be those focused on bolstering the legal protection of environmental journalists and/or reducing impunity related to cases of violence, threats and attacks against them in accordance with Outputs 2, 3 and/or 4 of the Global Media Defence Fund, and targeting journalists, lawyers, specialized not-for-profit entities and other relevant stakeholders as the direct and final beneficiaries.

II. ELIGIBILITY:

A UNESCO Implementation Partner is an entity with a not-for-profit status to which UNESCO has entrusted partially or fully the implementation of programmes or projects specified in a signed document, along with the assumption of full responsibility and accountability for the effective use of resources and the delivery of outputs as set forth in such a document.

Main features of a UNESCO Implementation Partners' Agreement
The partner brings added value, including monetary or in-kind contribution, to the project/activity
The partner shares in the risks and rewards of the project/activity implementation and is responsible and accountable for delivering expected results
The partner is involved at each step of the process, from detailed work plan elaboration to project/activity evaluation.
The partnership will include aspects beyond the delivery of a service to include capacity-building elements with respect to the partner and/or beneficiary

The parameters that will determine whether an entity is eligible to be considered by UNESCO will be based on the **Terms of Reference of the Call for Partnerships – Annex 1** and the **UNESCO Partner Identification Form – Annex 2**.

III. PROPOSAL:

Proposed Methodology, Approach, Quality Assurance Plan and Implementation Plan

The partnership proposal should demonstrate its alignment to the criteria set out in the **Terms of Reference of the Call for Partnerships – Annex 1** by identifying the specific components proposed, how the outputs/ delivery shall be addressed, as specified; providing a detailed description of the essential performance characteristics proposed; identifying the works/portions of the work that will be subcontracted.

Moreover the proposal should demonstrate how the proposed methodology meets or exceeds the TOR, while ensuring appropriateness of the approach to the local conditions and the rest of the project operating environment. This methodology must be laid out in an implementation timetable and a quality assurance.

For detailed information on the Eligibility requirements for the proposals submitted under this Call for Partnerships, please refer to the **Terms of Reference of the Call for Partnerships – Annex 1**.

Management Structure and Resources (Key Personnel)

Your proposal should include the comprehensive description of the management structure and information regarding required resources including curriculum vitae (CVs) of key personnel that will be assigned to support the implementation of the proposed methodology, clearly defining the qualifications in areas relevant to the TOR.

This information should be provided in the **UNESCO Partner Identification Form – Annex 2** and **Application Form – Annex 3**, as required.

For more detailed information on the organization and management requirements, please refer to the **Terms of Reference of the Call for Partnerships – Annex 1** and the **UNESCO Partner Identification Form – Annex 2**.

IV. EVALUATION CRITERIA AND METHODOLOGY:

For detailed information on the Admissibility and Eligibility Criteria, the Evaluation Grid and the Selection Process for this Call for Partnerships, please refer to the **Terms of Reference of the Call for Partnerships – Annex 1**.

V. BUDGET SIZE AND DURATION :

Proposals amounts should range from a minimum of USD 15 000 to a maximum of USD 50 000 for direct interventions in one or more geographical areas/activities, in accordance with the **Terms of Reference of the Call for Partnerships – Annex 1**.

The amount requested in the proposal should be commensurate with the organization's administrative and financial management capabilities. In principle, project duration will not exceed 18 months.

Regarding the budget of the technical proposal of the partner, UNESCO retains the right to elaborate the work plan and negotiate the budget with the partner, prior to signing agreement, to ensure value of money. Likewise, UNESCO will ensure that in accordance with its policies the selected Partner will be able to provide added value in terms of financial or in-kind contribution. The partner's financial or in-kind contribution will be indicated in the budget proposal. No overheads in terms of administrative or service fees are accepted (direct budgeting based on activities).

VI. SELECTION PROCESS:

UNESCO will review proposals through a five-step process: (i) determination of admissibility and eligibility; (ii) technical review of eligible proposals; (iii) scoring and ranking of the eligible proposals based on the assessment criteria outlined in the **Terms of Reference of the Call for Partnerships – Annex 1**, to identify highest ranking proposals; (iv) round of clarification (if necessary) and work plan elaboration with the highest-scoring (preselected) proposals; and, (v) Implementation Partners' Agreement (IPA) signature with preselected candidates, following a due diligence check on the basis of UNESCO rules and regulations.

For more details on the Selection process, please refer to the **Terms of Reference of the Call for Partnerships – Annex 1**.

VII. SUBMISSION PROCESS:

Applicants shall bear all costs related to proposal preparation and submission.

The comprehensive list of documents that must be submitted in order for a partnership proposal to be considered by UNESCO is available in the **Terms of Reference of the Call for Partnerships – Annex 1**.

Only one submission per organization is allowed.

For additional questions about the Call for Partnerships, the application forms and/or supporting documents, please e-mail gmdf@unesco.org.

Note: UNESCO reserves the right not to fund any proposals arising from this Call for Partnerships. Depending on the value and context of the implementation partners agreement, the final financial report must be audited by the External Auditor of the Partner. The audit requirement will be confirmed during work plan elaboration and contract finalization.

SUBMISSION DEADLINE

Proposals, with supporting documents, should be submitted by 23:59 GMT+2 on **Friday 18 October 2024**.

Below is an estimated timeline for this Call for Partnerships:

STAGES		INDICATIVE PERIOD
1	Launch and publication of the Call	2 September 2024
2	Deadline for submitting partnership proposals	18 October 2024
3	Evaluation and selection period	October – December 2024
4	Notification of results to applicants	December 2024 – January 2025
5	Launch of the contracting process	January – February 2025

IMPORTANT ADDITIONAL INFORMATION

UNESCO requires that partners, bidders and their subcontractors adhere to the highest standards of moral and ethical conduct during the implementation of the partnership agreement and do not engage in corrupt and fraudulent practices.

United Nations Agencies have adopted a zero tolerance policy on gifts and, therefore, it is of overriding importance that UNESCO staff should not be placed in a position where their actions may constitute or could be reasonably perceived as reflecting favorable treatment of an individual or entity by accepting offers of gifts, hospitality or other similar favours. Partners are therefore requested not to send or offer gifts or hospitality to UNESCO personnel.

UNESCO will:

- Reject a proposal to award an agreement if it determines that a partner recommended for award has engaged in fraud and/or corruption in competing for the agreement in question.
- Cancel or terminate an agreement if it determines that a partner has engaged in fraud and/or corruption in competing for or in executing a UNESCO contract;
- Declare a partner ineligible to become a “United Nations registered vendor”, either indefinitely or for a stated period of time, if it determines at any time that the partner has engaged in fraud and/or corruption in competing for or in executing a UNESCO agreement.

This Call for Partnerships is not to be construed in any way as an offer to contract with your organization. Your proposal could, however, form the basis for a contract between your organization and UNESCO.



For and on behalf of UNESCO

Section for Freedom of Expression and Safety of Journalists:
Andrea Cairola, Adviser for Communication and Information

VIII. ANNEXES:

Annex 1 – Terms of Reference of the Call for Partnerships

Annex 2 – UNESCO Partner Identification Form

Annex 3 – Application Form

Annex 4 – Budget Template

Annex 5 – Implementation Partners' Agreement (Example), shared with all candidate organization for the sole purpose of enabling them to familiarize themselves with the standard terms and conditions of an IPA (does not need to be filled out nor submitted).