



# Livelihoods and Food Security Fund



## LIFT Call for Proposals

### Reducing the vulnerabilities of internal migrants to labour exploitation and poor health and nutritional outcomes in the peri-urban areas of Yangon

<b>Ref no:</b>	CfP/LIFT/2019/1/Urban
<b>Release date:</b>	25 February 2019
<b>Deadline:</b>	8 April 2019 by 13:00 PM (Myanmar local time)
<b>Title:</b>	Reducing the vulnerabilities of internal migrants to labour exploitation and poor health and nutritional outcomes in the peri-urban areas of Yangon
<b>Budget:</b>	USD 9 million
<b>Estimated Start:</b>	July 2019
<b>Duration:</b>	Three years

## 1. Background

The Livelihoods and Food Security (LIFT) Fund is a multi-donor fund established in 2009 to address food insecurity and income poverty in Myanmar. LIFT has received funding from 14 donors – the United Kingdom, the European Union, Australia, Switzerland, Denmark, the United States, the Netherlands, Sweden, France, Luxembourg, Italy, New Zealand, Ireland and Mitsubishi Corporation. The United Nations Office for Project Services (UNOPS) is the Fund Manager for LIFT, administering the funds and providing monitoring and oversight services.

The overall goal of the LIFT Fund is to achieve a sustained reduction in the number of people living in hunger and poverty in Myanmar. LIFT strengthens the resilience and livelihoods of poor and vulnerable populations through interventions to raise income, decrease vulnerability, improve nutrition and support pro-poor policy development.

LIFT works with a broad range of implementing partners, including non-governmental organizations, United Nations agencies, the Government of Myanmar, private sector associations, academic and research institutions. The Fund is active in the four main agro-ecological zones of Myanmar: the Ayeyarwady Delta, the coastal region of Rakhine State, the central dry zone (including Mandalay,

LIFT  
12(0), Pyi Thu Lane,  
7 Mile, Mayangone Township  
Yangon, Myanmar

Tel: +(95) 1 657 280 ~ 87, 657 703 ~ 04  
Fax: +(95) 1 657 279, 657 702  
lift@unops.org  
www.lift-fund.org

Funds donated by Australia, Denmark, the European Union, France, Ireland, Italy, Luxembourg, the Netherlands, New Zealand, Sweden, Switzerland, the United Kingdom, the United States, and the Mitsubishi Corporation

Magway and the southern Sagaing region), and the upland areas of Chin, Kachin, Kayah, Kayin and Shan States and Tanintharyi Region.

So far, LIFT has reached more than 9.2 million people or roughly 26 per cent of rural Myanmar's population; and is active in two-thirds of the country's townships.

The LIFT Fund Management Office and Fund Board have developed a refreshed strategy for 2019-2023. The strategy has at its heart 'leaving no one behind' in Myanmar's rural transition, with a greater focus on inclusion and social cohesion, intensified commitment to gender equality and women's empowerment, increased geographical focus on ethnic/border states and conflict-affected areas, enhanced efforts to bring displaced persons and returnees into LIFT's development programmes, expanded support for underserved urban and peri-urban areas and broader engagement with Government at all levels on targeted policies that achieve gains in these areas.

At the same time, LIFT will continue to support a diversity of livelihood strategies that assist its beneficiaries to 'Step up', 'Step Out' or 'Hang In':

- Households with land, labour or commercial potential to 'step up' through increases in labour and land productivity and enhanced capacity to market production.
- Rural households or individuals to 'step out' of agriculture into the local non-farm economy or to take advantage of opportunities further afield.
- Highly vulnerable households to 'hang in' and use agriculture as a safety net, improve their food security and nutrition outcomes while building their capacity to move out over time.

LIFT will work toward the achievement of these outcomes through innovation, piloting and the generation of evidence-based interventions organised into four thematic programmes: Nutrition; financial inclusion; agriculture, markets and food systems; and decent work and labour mobility.

For more details visit [www.lift-fund.org](http://www.lift-fund.org)

## 2. Objective of the call for proposals

To expand the opportunities for safe migration, LIFT began funding a US\$17 million Migration Programme in 2016. The seven projects supported under this funding window constitute the largest migration programme in Myanmar.

Building on this initiative, LIFT is currently seeking proposals from qualified organisations<sup>1</sup> to implement projects that reduce the vulnerability of internal migrants to labour exploitation and poor health and nutritional outcomes in the peri-urban areas of Yangon. The proposed activities should start no later than 1 July 2019 and end before 30 June 2022.

To support the long-term sustainability of the programme results, LIFT strongly encourages proposals from and/or implemented in partnership with civil society and labour organizations. A portion of the funds have been allocated for this purpose (see section 5 for more detail).

### 2.1 Background to the call

Urbanization has proven to be both a critical and complex aspect of the development process in many

---

<sup>1</sup> From LIFT operational guidelines "Eligible implementing partners include the Government of Myanmar, international and national non-governmental organisations, United Nations agencies, other international organisations, academic or research institutions and private sector companies." <http://www.lift-fund.org/guidelines>

countries around the world. The shift from employment in agriculture to higher productivity work in manufacturing and services and the corresponding shift from a rural to an urban economy is an important driver of economic growth in most countries.<sup>2</sup> Yet urbanization brings with it significant challenges in integrating newly arrived migrants, particularly in terms of providing decent work opportunities, appropriate nutrition, affordable housing, safe and hygienic environments and access to services. As a result, many migrants are highly vulnerable to exploitation and experience poor health and nutritional outcomes.

Overall, Myanmar's population continues to reside primarily in rural areas.<sup>3</sup> However, a move from rural to urban areas is increasingly taking place, with internal migrants leaving agricultural areas behind to seek new opportunities in cities like Yangon or Mandalay. The 2014 census shows that approximately 30% of the population is now living in urban areas and population models suggest that some of Myanmar's larger cities could double in size by 2030.<sup>4</sup>

### **Employment**

Internal migration toward urban centers in Myanmar is a phenomenon dating back to the establishment of the first industrial zones in the 1990's in Hlaing Thayar, Shwe Pyi Thar and Dagon Myo Thit. The government's policy to improve transportation infrastructure led to increased spatial integration of rural people into urban areas by reducing travel time and costs.<sup>5</sup> As a result, most of Myanmar's labour-intensive, export-oriented industries are concentrated in this area to this day.<sup>6</sup>

Many of those who come to Yangon are seeking employment in the garment sector, with approximately 200 garment factories in the greater metropolitan area.<sup>7</sup> There are currently estimated to be about 738,000 workers employed in the garment, textile and footwear sector in Myanmar, mostly in industrial areas within Yangon and Mandalay. The majority of workers at these garment factories are young women (83 per cent), though men are also increasingly opting to take up such work.<sup>8</sup> The industry is expanding dramatically and it is projected that the sector may grow to 1.5 million workers in the next five to ten years.

Sustaining the prospects for growth and enhancing competitiveness will necessitate better working conditions in factories, a more skilled workforce and improved compensation systems. Currently, the industry business model is primarily based upon keeping labour and production costs low, with little investment in training the workforce due to concerns about turnover.<sup>9</sup> At the same time, training in basic sewing skills is required by garment factories, which adds to the cost and time required for workers to find employment. Gender-based discrimination and sexual harassment are also long-term challenges for the industry, including a significant wage gap between women and men.<sup>10</sup>

Pursuing opportunities in peri-urban areas often entails significant risk for poor rural households. Many itinerant workers experience poor labour market outcomes, including difficulty finding regular employment, and end up working as day labourers. Finding work in a factory job requires a national

---

2 McKinsey Global Institute. (2013). Myanmar's Moment: Unique Opportunities, Major Challenges. Singapore.

3 Dobermann, T. (2017). Developing Myanmar's Periphery. International Growth Centre: London.

4 McKinsey Global Institute. (2013). Myanmar's Moment: Unique Opportunities, Major Challenges. Singapore.

5 Boutry, M. et al. (2016). Land dynamics and livelihoods in peri-urban Yangon. LIFT: Yangon.

6 Tsui, W. (2016). Myanmar Rising: Industrial and Special Economic Zones. HKTDC Research: Hong Kong.

7 Myanmar Garment Manufacturers Association. (2018). Factory Information. Available at: <http://www.myanmargarments.org/events-news/factory-zones/>

8 ILO. (2016). Employment and wages in Myanmar's nascent garment sector. Yangon.

9 Bernhardt, T., De, S. K. and Thida, M. W. (2017). Myanmar labour issues from the perspective of enterprises: Findings from a survey of food processing and garment manufacturing enterprises. Yangon.

10 ILO. (2016). Employment and wages in Myanmar's nascent garment sector. Yangon.

identification card, police clearance and a labor exchange office recommendation, official documentation which many rural migrants struggle to acquire. Many take out loans at exorbitant rates from money lenders to pay for their migration to the city or continued living expenses, putting them into debt if they are unable to find work. A survey by Save the Children found that 85 percent of families in these areas had taken out loans, with most charging 20 to 30 percent interest on at least a monthly basis.<sup>11</sup>

For those workers who do obtain jobs in garment factories, working conditions remain largely unregulated and can be exploitative. Wages are relatively low and working hours are long and sometimes excessive.<sup>12</sup> Insufficient capacity and human resources to adequately inspect a significant number of the factories contributes to lack of compliance with labour laws. In addition, many workers are unaware of their labour rights and are not able to lodge complaints if they do not receive the legal minimum wage, overtime pay, rest breaks or time off. Freedom of association is also limited, with few factory workers organized into unions to bargain for improved wages and conditions. Research has also found conditions of forced labour among internal migrants employed in some factories.<sup>13</sup>

No comprehensive assessments of the labour market in the peri-urban areas of Yangon currently exist. The research available suggests that in addition to the garment sector, internal migrants are largely employed in other types of manufacturing, including grain processing, food processing, toiletries and construction materials.<sup>14</sup> Other jobs in domestic work, transportation and vending are also available but predominantly offer low wages and informal working conditions.<sup>15</sup>

Though currently experiencing a downturn, the hospitality and tourism sector has been growing within Myanmar and could provide additional opportunities for decent work among internal migrants to Yangon. However, lack of enabling vocational training opportunities has created a deficit of skilled workers to support the expansion of the industry.<sup>16</sup> The construction sector also potentially offers the prospect of more formalized and better paying employment. With large-scale urban development projects planned and the government's commitment to infrastructural development under the Myanmar Sustainable Development Plan, there is likely to be future growth in demand for labour within the industry. While there is no shortage of construction workers for low-skilled employment, most currently have no formal training and typically work at high risk for relatively low wages.<sup>17</sup>

Women, men and transgendered migrants are also employed in sex work within Yangon in a range of different circumstances, including venue-based work and self-employment. However, due to harshly punitive laws prohibiting the buying and selling of sex, their work is often conducted under highly precarious and vulnerable circumstances. Many sex workers must pay protection money to the police and report living in constant fear of arrest and harassment.<sup>18</sup> Increasingly, sex workers have been organizing to challenge the criminalization of their employment, advocating for sex work to be recognized as work and provided with labour rights protection.<sup>19</sup> Within Myanmar, sex workers' rights organizations

---

11 Save the Children. (2016). *Lives on Loan: Extreme Poverty in Yangon*. Yangon.

12 ILO. (2016). *Employment and wages in Myanmar's nascent garment sector*. Yangon.

13 Rogovin, K. and Aye, T. H. (2015). *Internal Labour Migration in Myanmar: Building an evidence-base on patterns in migration, human trafficking and forced labour*. ILO: Yangon.

14 Tsui, W. (2016). *Myanmar Rising: Industrial and Special Economic Zones*. HKTDC Research: Hong Kong.

15 Save the Children. (2016). *Lives on Loan: Extreme Poverty in Yangon*. Yangon.

16 Oxford Business Group. (2017). *Training initiatives in Myanmar can tackle the tourism sector's human capital deficit*. London.

17 Oxford Business Group. (2019). *Investment incentives to boost growth in Myanmar construction and real estate*. London.

18 Talikowski, L. and Gillieatt, S. (2005). *Female sex work in Yangon, Myanmar*. Sexual Health.

19 Global Alliance Against Traffic in Women. (2018). *Sex Workers Organising for Change: Self-representation, community mobilisation, and working conditions*. Bangkok.

have been working with the Government to amend the Suppression of Prostitution Act and end criminal prosecution of sex workers and their clients.

### **Nutrition**

Malnutrition in the context of urbanization presents another significant challenge for migrants. The rapid change in diet, lifestyle, employment and activity patterns has resulted in a double burden of malnutrition, with high rates of wasting and stunting, as well as overweight and obesity.

Although nutrition data from the peri-urban areas in Yangon is limited, recent studies in the garment sector indicate that food security and nutrition among young migrant women, as well as their wider communities, is sub-optimal. The situation increases the risk of serious health problems for peri-urban residents, which in turn intensifies their vulnerability to socio-economic shocks and chronic poverty.

In a 2016 survey, it was found that 26% of women garment factory workers were undernourished, while 18% were either overweight or obese.<sup>20</sup> The same survey revealed that the common constraints to a good quality diet included long working hours which prevent access to markets and limit time for food preparation, inadequate cooking facilities especially in shared or dormitory housing and lack of money to diversify their purchase of food. It is rare for factories to provide canteen facilities, although some invite food vendors into their compounds to provide snack options and ready-made food. The majority of the food items sold are of poor nutritional value and follow very low food safety and hygiene standards.

A poor diet which is inadequate in diversity, nutrient content and quality is one of the contributing factors to poor nutrition and health outcomes. In peri-urban areas, this is often exacerbated by overcrowded toilet facilities, and poor sewage and waste management. Access to safe drinking water is also a major concern, with 73% of all bottled water sold as purified being contaminated with E-coli.<sup>21</sup>

Ensuring adequate food and nutrition security during adolescence and in women of reproductive age is particularly essential to ensuring resilience to risks and good health. Preliminary results from a 2019 study led by the National Nutrition Centre found that the diets of over half of 18-19 year old garment factory workers did not meet minimum requirements. In addition, 36% were severely food insecure and 14% showed clinical signs of anaemia.<sup>22</sup> The same survey found that in the previous month, 46% of all women surveyed experienced fever and 17% had diarrhea. Beyond their health effects, these periods of illness can also contribute to reduced income and increased job insecurity and debt.

Poor nutritional status for women of childbearing age has important implications for the health of both children and mothers in peri-urban areas. Women who are malnourished before or during pregnancy are more likely to give birth to a baby with low birthweight and who may experience delayed development, stunted growth and higher risk of chronic illness as a child and adult.

The prevalence of children under five with acute malnutrition is 12.5% in Yangon, the second highest rate of any state within Myanmar and far above the national average. This may be a consequence of inadequate food intake (especially during complementary feeding) and repeated episodes of illness, exacerbated by unsanitary living conditions and poverty.

Nutrition during the first 1,000 days from conception to the child's second birthday is crucial to ensure optimal development and growth and to reduce the risk of malnutrition. Poor maternal nutrition, sub-optimal breastfeeding practices and complementary food which is inadequate in diversity and quantity can contribute to poor brain development, under performance in school and reduced earning potential. Breastfeeding mothers, and those who influence them, are often exposed to aggressive marketing by

---

20 WaterAid. (2016). Living Conditions of Garment Factory Workers. Yangon.

21 WaterAid. (2016). Living Conditions of Garment Factory Workers. Yangon.

22 Goudet, S. (2019). Food security status and its risk factors among young women in peri-urban areas. Yangon.

breastmilk substitute companies and others promoting profits over appropriate information. Engagement with quality health services and nutrition information is restricted because of long working hours, discrimination and affordability. When combined with the necessity to return to employment soon after giving birth and the lack of adequate maternity and breastfeeding support, a mother's ability to follow recommended breastfeeding practices is further compromised.

Lack of information about what constitutes good nutrition, health and hygiene practices (including proper food safety and handwashing), in addition to unstable income and insufficient access to facilities and services to enable optimal practices, are important contributing factors to poor health and nutritional outcomes and resilience among peri-urban residents.

### **Housing**

There are few options available for obtaining safe and affordable housing in peri-urban areas. Residents working in factories tend to live in dormitories or shared rooms in workers' housing. The costs of accommodation are substantial, and together with food and remittances, absorb most of their income. This leaves little money available to build savings or cope with unexpected socio-economic shocks. Migrants who are still in training have to bear the high cost of housing without any regular earnings, in addition to the initial costs paid to move to Yangon. This can lead to problems with excessive debt that are difficult to resolve.

Other peri-urban residents have set up their own housing on private lands or government-owned public spaces, leading to the development of informal settlements. In addition to being illegal under current laws, such areas lack sources of clean drinking water and are poorly served by sanitation, including rubbish collection and drainage. The ongoing construction of concrete roads by the government to increase access to peri-urban Yangon has exacerbated the problems with flooding and associated pollution by blocking the existing waterways. The result has been a severe deterioration in sanitary conditions in many peri-urban areas, with increased risk of diarrhea, dengue and other diseases.

A three-year multi-disciplinary programme is being launched to address these challenges, supporting successful integration of women and men internal migrants in the peri-urban areas of Yangon. The programme will build upon LIFT's extensive prior engagement with issues of decent work and labour mobility, nutrition and financial inclusion in Myanmar.

## **2.2 Interventions**

LIFT's approach to reducing the vulnerabilities of internal migrants in peri-urban areas addresses the issue through supporting the stabilization of newly arrived migrants and increasing social cohesion through longer-term integration into host communities.

The programme for peri-urban areas has three components:

1. Expanded access to information, services and peer support for new migrants.
2. Increased opportunities for decent work
3. Improved nutrition, water, sanitation and hygiene.

Proposals can include interventions for one or more of the components but must present a cohesive approach that creates synergies between the interventions.

### **Component 1: Expanded access to information, services and peer support for migrants**

- Information prior to migration and upon arrival on job opportunities, safe accommodation, social and health services, sexual and reproductive health, markets for good quality food, etc.
- Worker centres to provide information on labour rights, support networking, train community leaders/paralegals, provide access to public services, facilitate obtaining official documents and deliver legal assistance in cases of labour rights abuses and human trafficking.

- Formation and capacity building of associations to protect labour rights and advocate for improved working conditions in informal sectors where trade unions are not-traditionally active, including domestic work and sex work.
- Training on financial literacy to assist migrant workers and their families with setting a household budget, using a bank account, managing debt, saving money and sending remittances safely and affordably.
- Transitional hostels to provide safe, affordable and decent housing options for women and men migrants until they begin receiving regular wages.
- Networking opportunities for hostel residents to assist with acclimation and building social capital within Yangon.

### **Component 2: Increased opportunities for decent work**

- Labour market assessment to identify private sector skills requirements and labour needs within Yangon for expansion of training services, including possibilities for increasing women's job opportunities in non-traditional sectors.
- Vocational and soft skills training upon arrival for migrant women and men to equip them with relevant job skills and increase awareness of labour rights.
- Establishment of peer networks among vocational training students to exchange information about employment opportunities and provide mutual support for successful integration, including creation of women-only spaces.
- Curated job matching services to support placement into conditions of decent work.
- Development and adoption of skills standards by the National Skills Standards Authority to support certification and recognition of skills.
- Research on working conditions in high-risk sectors for exploitation to inform policy advocacy, including forced and child labour, freedom of association, discriminatory practices, access to justice, occupational safety and health and maternity protection.
- Multi-stakeholder consultations to support inclusive social dialogue and enhance the voice of workers in peri-urban areas on development of policy and legislation, including women, migrants, informal sector workers, people with disabilities, and gender and sexual minorities.
- Formation of buyers' groups that regularly meet to exchange information on working conditions and employment practices in order to support more responsible sourcing decisions.
- Worker-driven social responsibility initiatives to develop binding agreements between brands/retailers and worker organizations that lead to meaningful improvements in wages and working conditions within corporate supply chains.

### **Component 3: Improved nutrition, water, sanitation and hygiene**

- Build partnerships with key government departments, civil society organizations, NGOs and the private sector to implement priorities articulated under the framework of the MS-NPAN.
- Social and behaviour change approaches, which can include the use of social marketing and technology, to expand access to information that addresses the barriers to optimal hygiene, sanitation and nutrition practices, food safety and maternity rights. Information should particularly relate to practices during the first 1000 days and the specific needs of adolescents and women of reproductive age.
- Increasing access to and availability of safe and nutritious food for factory workers and households in peri-urban Yangon, including through improving supply and demand for fortified rice, increasing access to food/meals within factories and addressing food safety standards.
- Engagement with health services to address the high rates of acute malnutrition among children and to improve access to nutrition and health services for adolescents and women of reproductive age.
- Nutrition-sensitive market analysis to identify and support small and medium-sized business opportunities that address the nutrition and social needs of peri-urban residents, including improved access to safe and nutritious food.

- Collaboration with the Yangon City Development Committee, private sector and community-based mechanisms to improve sanitation and access to safe water sources in poor communities and workplaces through gender-responsive approaches.
- Promoting livelihood opportunities and job creation through innovative solutions that address waste management challenges, including solid waste, wastewater and plastic waste.

### 2.3 Target groups and geographical distribution

The proposed action should focus on one or two townships within the peri-urban areas of Yangon, selected from among Hlaing Thayar, Shwe Pyi Thar and Dagon Myo Thit. Proposals are particularly encouraged that target women, ethnic minorities, LGBTQI, informal sector workers, people with disabilities and other groups facing discrimination within the labour market.

The interventions are expected to result in measureable and sustainable improvements in the lives of a total of 80,000 direct beneficiaries (at least half of whom are women) within the target areas.

## 3. Data collection

Proposals must demonstrate a firm commitment to disaggregated data collection, particularly by sex, age, and poverty status, to allow the projects and programme to be analysed in line with the requirements in LIFT's Monitoring, Evaluation, Accountability and Learning (MEAL) framework that can be found [here](#).

LIFT is currently finalizing a new logical framework for 2019-2023, which will require its partners to provide more robust data on the outcomes achieved. Methodologies will need to be developed during the inception phase of projects to obtain valid data for measurement of the relevant indicators. Training and technical support will be offered to LIFT implementing partners to build their MEAL capacity if required.

## 4. Partnerships

Partnership quality will be a key consideration during the evaluation of the proposals. Applicants should demonstrate that their organisation and any proposed partners have relevant expertise.

It is fundamental at the proposal stage that all partners involved in the project are aware of the proposal, its content and their specific responsibilities and agree on an initial agreement (financial and technical). Please also take into consideration that according to LIFT's Operational Guidelines, applicants are expected to share indirect costs with their sub-partners.

LIFT will favour partners who can demonstrate sufficient contextual understanding, including of the local institutional structure and key government, non-state armed groups and civil society stakeholders. Identified partners should have already built trusted relationships with relevant local stakeholders and have interventions that are supportive of local institutions, whether formal or informal. Gender-sensitivity of the partner organisations is desirable regarding both their organisational policy and their operational approach.

## 5. Funding allocation

The provisional allocation for LIFT's work to support internal migrants is up to USD 9 million. The allocations detailed below are indicative and may change during the formation of the programme.

Programme Component	Allocation
Component 1: Expanded access to information, services and peer support for migrants	USD 2 million
Component 2: Increased opportunities for decent work	USD 4 million
Component 3: Improved nutrition, water, sanitation and hygiene	USD 3 million

\*20% of the programme funds have been ring-fenced for support to civil society and labour organizations. A minimum grant-size of USD 150,000 will apply to these funds.

## 6. Requirements for proposal submission

Key documents shared as part of this document for the preparation of submissions are:

- a) Annex 1: Format and requirements for proposals
- b) Annex 2: Evaluation criteria to be used by the evaluation committee
- c) Annex 3: Guidelines on gender sensitivity for proposals
- d) Annex 4: Guidelines on Value for Money

Please note the following requirements for submissions:

- Proposals must be prepared in the English language according to the format requirement presented in Annex 1.
- Proposals must include a technical proposal and a financial proposal.
- Proposals must be received by email at the following address: [lift.proposals.mmoh@unops.org](mailto:lift.proposals.mmoh@unops.org) on the date and time indicated below. Please do not submit your proposal to any email address other than the email address provided above or your proposal may be at risk of not being considered. The size of individual e-mails, including e-mail text and attachments, must not exceed 5 MB.

Please note that the cost of preparing a proposal and of negotiating a grant agreement, including any related travel, is not reimbursable, nor can it be included as a direct cost of the assignment.

**Clarifications:** Any requests for clarification should be sent to [lift@unops.org](mailto:lift@unops.org). Clarifications will be provided on the LIFT website: <http://lift-fund.org/> and the UN Global Marketplace website: <https://www.ungm.org/Public/Notice>

Also note that successful applicants will be expected to conform to LIFT's Operational Guidelines, which are available at <http://www.lift-fund.org/guidelines>. The guidelines specify LIFT's rules in relation to *inter alia* reporting, procurement, asset management, record management and visibility.

## 7. Proposal appraisal and selection procedures

An Evaluation Committee will complete a technical, financial and organisational capacity assessment of each proposal. As a part of its appraisal process, LIFT may elect to discuss technical, costs, or other aspects of the proposals with applicants. The selection of the proposals is carried out through two stages:

### 1. Appraisal by the evaluation committee:

The Evaluation Committee will appraise each proposal using all the criteria listed in this section. Proposals that do not align sufficiently with the LIFT strategy, the LIFT Gender Strategy and the thematic requirements of this call, or which have shortcomings regarding the criteria outlined in this section, will be rejected. The full appraisal of the shortlisted proposals are submitted to the LIFT Fund Board with

recommendations.

## 2. LIFT Fund Board review:

The Fund Board will review the appraisals and provide its recommendations for endorsement and conditions of endorsement.

The endorsement of the proposal by the Fund Board is not a guarantee to receive funding until the conditions attached to the endorsement have been fulfilled and the Grant Support Agreement (GSA) is signed. LIFT reserves the right to reject a proposal after Fund Board approval if it cannot reach an agreement with the applicant for contracting. Unsuccessful applications will not be returned to the applicant.

Successful proposals will be implemented under a Grant Support Agreement for NGOs and inter-agency agreements with UN organisations with UNOPS as the LIFT Fund Manager. Please refer to the LIFT website for the template including the general terms and conditions (<https://www.lift-fund.org/guidelines>). The expected contract duration is **for a maximum of three years**.

## **8. Schedule of events**

The dates provided below are only indicative. The Evaluation Committee may follow a quicker or a longer timeframe for the appraisal of the proposals.

<b>Event</b>	<b>Date</b>
Call for proposals release date	25 February 2019
Deadline for receipt of written inquiries	4 March 2019
Written responses distributed	8 March 2019
Proposal due date	8 April 2019 by 13:00 PM (Myanmar local time)
Grant agreement negotiation / contracting	May 2019 – June 2019

## **ANNEX 1: Format and requirements for the proposal submission**

The proposal must be complete and conform to the formal requirements presented below.

Submissions must be made both electronically and in hard copy as outlined in the main part of this call for proposals.

Electronic submissions must not exceed 5MB in size.

The proposal must not exceed 25 pages (12 point Calibri Font and a minimum of 1 inch margins all around). Pages should be numbered. The proposal may include annexes with additional details regarding approach, methodologies, references, maps, etc. Annexes must not exceed 30 pages.

LIFT will consider only applications conforming to the above format and page limitations. Any other information submitted will not be evaluated.

Applicants should include all information that they consider necessary for LIFT to adequately understand and evaluate the project being proposed. The remainder of this section describes the information that LIFT considers necessary for all applications. There is no obligation to follow the order of the sections below, and the applicants are encouraged to make their proposal reader friendly and to avoid repetition.

Proposals must consist of the following:

### **Title page**

Project title, name and contact of the applicant, partners, geographical area, expected project duration, start and finish dates and total budget. Note that the title page is *not* counted in the proposal page limitation.

### **Preamble**

Include a table of contents, a list of abbreviations, a map and an executive summary. Note that these pages are *not* counted in the proposal page limitation.

### **Project background and rationale**

Outline the origin of the concept, problem definition/rationale and context for the project. Outline how the proposed project aligns with the LIFT strategy (available on LIFT website [www.lift-fund.org](http://www.lift-fund.org)) and the thematic components of this call and explain how lessons from previous experiences and studies inform the design of the project.

Explain how the project aligns with the development plans/priorities of the Government of Myanmar (if not, why not), and other development partners working in the same field and/or area. Identify any gaps in the available knowledge.

Outline the results of key discussions which have taken place in preparation of the proposal, including:

- Who was consulted (e.g. other development partners, government departments, NGOs, etc.);
- any issues raised pertinent to the project's rationale and design approach; and
- a summary of the views of other key stakeholders.

## Target area and stakeholder analysis

This section should describe the targeted geographical areas of the project and number of direct and indirect beneficiaries (disaggregated by sex). The distinction between direct and indirect beneficiaries should be clear.

A *project stakeholder analysis* should be included to review the key direct and indirect beneficiaries, and the organisations and individuals involved and who have an interest - along with any vested interests they may have. The following are also important:

- A clear description of how the project will cooperate with government and non- state actors, and engage with the private sector;
- a description of the role of all local institutions involved and any support or intention to establish new institutions clearly detailed and justified; and
- where new or improved institutional arrangements are to be enduring, explanation should be provided on the sustainability provisions included.

## Project Theory of Change

A clear Theory of Change (TOC) should be presented in diagrammatic form and explained in a narrative. An actor-centred TOC is most suitable and preferred. There should be a specific statement of what the project will accomplish and what the key results are in terms of project level outcomes and outputs in a summary form.

## Outcomes, outputs, activities, technical approach, methodologies and scope

*The activity and methodology description* needs to be sufficient to identify **what** will be done, **how** it will be done, and **where** it will be done. It should indicate **who** will do what at a broad level to explain stakeholder roles. The structure of the proposal needs to align with the work plan and budget to allow tracking analysis and value for money assessments.

This section should include consideration of relevant cross-cutting issues (gender, nutrition, human rights and the environment). The gender issues the project intends to address should be reflected in the activities and the project TOC.

A work plan should be presented in graphical (spreadsheet or table, preferably in LIFT template) form and can be attached as an annex. It should indicate the sequence of all major activities and implementation milestones, including targeted beginning and ending months for each step and key deliverables. Provide as much detail as necessary to understand the implementation process. The work plan should align with the ToC and budget and show a logical flow of implementation steps, indicating that all the things that must happen have been carefully thought through from the start to the end of the grant project. It should consider seasonality and/or other major constraints. Please include in the work plan all required milestone reports and monitoring reviews.

## Risks and mitigation

Identify and list major risk factors that could result from project activities and/or the project not producing the expected results. These should include both internal/operational factors (e.g. the technology involved fails to work as projected) and external factors (e.g. government policy changes). Outline mitigation strategies and/or how risk will be identified and assessed in the design. Include key assumptions on which the proposal is based.

## Cross-cutting issues (gender, nutrition, environment, do-no-harm)

Cross-cutting issues including gender, nutrition, do-no-harm need to be considered in the proposal. The gender issues that the project intends to address should be reflected in the activities and the project TOC. See Annex 3 for details about inclusion of Gender considerations in the proposal.

Nutrition (especially the reduction of stunting in the age group under 2 years and the 1,000 days programme) is an important cross-cutting issue for LIFT that needs to be included in the project implementation. For more information what LIFT is doing to reduce stunting and improve nutrition see the LIFT website.

The proposal has to demonstrate that the proposed interventions do not harm the target group or any other stakeholders to the project.

## Monitoring and Evaluation for Accountability and Learning (MEAL) management

This section should follow the guidelines provided in LIFT's MEAL guidelines [www.lift-fund.org/monitoring-and-evaluation-learning-and-accountability-meal-guidelines-ips-upcoming-proposals](http://www.lift-fund.org/monitoring-and-evaluation-learning-and-accountability-meal-guidelines-ips-upcoming-proposals). During the inception period all projects need to provide a complete MEAL Framework including three main components: (1) a project Theory of Change; (2) project Evaluation and Learning questions; and (3) a project Measurement Plan.<sup>23</sup> For the proposal submission only the project Theory of Change and the Measurement Plan are required.

Projects need to establish an appropriate project baseline and conduct an endline survey to support the final evaluation.

## Organisational background of the applying organisations

It should be clearly demonstrated that the proposing organisation has the experience, capacity, and commitment to implement the proposed project successfully.

The following should be covered:

- Type of organisation – Is it a community-based organisation, national NGO, international NGO, research or training institution?
- Organisational approach (philosophy), purpose and core activities of the organisation, and relevant experience.
- Length of existence and legal status. The applying organisation and partners should have the appropriate authority to carry out the project in Myanmar.
- Expertise mobilised from within and outside the organisation.
- A description of partnerships, how long they have been in place and for what purpose.
- An explanation of previous or existing activities in the target area and what working relationships are in place with government and non-state actors.

## Staffing

An overview of the organisational structure of the project should be provided, including the CVs of key personnel (national and international), (e.g. chief of party, project director, senior technical advisor).

---

<sup>23</sup> A measurement plan replaces LIFT's previous use of project logframes and identifies the project outcomes, outputs, indicators, targets, milestones and means of verification. A template is available in the MEAL Guideline, which is on the LIFT website.

How the expertise required for project implementation will be made available should be explained (i.e. from within the organisation, through external consultancy, and partnerships) along with a description of implementation roles. LIFT encourages gender balance in the project team composition.

## Partnerships

Explain who the partners are, how they have been identified, what their specific expertise is, what their contribution is to be and how the relationships between the partners will be managed throughout the project. The section should explain what the governance and coordination arrangements are, and how the project will maximise local ownership. The lead applicant should provide a brief assessment of the institutional, organisational and technical capacities of partners and how the project will strengthen their capacities, including:

- Institutional, organisational and technical support to and capacity building for local partners;
- identify budget allocation between partners, including for indirect costs (see below);
- contractual relationships and coordination / decision-making systems; and
- organisational chart including links between partners.

If a partner is not full time on the project, please provide a schedule for their inputs.

The lead applicant should submit in annex to the proposal a letter signed by the proposed partners stating that they have contributed to the project design, are willing to collaborate with the applicant and that they agree to enter into an agreement if the proposal is successful.

## Project budget and Value for Money

A realistic budget is an important part of developing and implementing a successful project. The proposal budget should include a detailed breakdown of costs. The budget template available on the LIFT website must be used <https://www.lift-fund.org/budget-initial>. The budget breakdown should clarify the total allocated budget for each component that the project will contribute to. The budget breakdown should align with the TOC and the work plan.

The following important principles should be kept in mind in preparing a project budget:

- Include only costs that directly relate to efficiently carrying out the activities and producing the outputs and outcomes, which are set forth in the proposal. Other associated costs should be funded from other sources. Refer to the LIFT Operational Guidelines on what LIFT can and cannot fund.
- The budget should be realistic.
- The budget should include all costs associated with managing and administering the grant project. In particular, include the cost of gender-sensitive monitoring and evaluation.
- Indirect costs are allowable up to six per cent (6%) of the total direct costs.
- The budget line items in the budget template 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 other costs, and state what the money is to be used for.
- The figures contained in the budget sheet should agree with those on the proposal header and text.
- The budget needs to be accompanied by detailed assumptions on costs (e.g. how many computers are required for how many staff, how per diems are calculated, etc.). The narrative detailed assumptions should not repeat the budget figures but explain your assumptions when calculating the figures in the budget.
- Costs incurred at headquarters outside Myanmar will be only considered in exceptional cases and if directly related to the project.

Financial and technical proposals should be sufficiently linked with the TOC and work plan to conduct

value-for-money (VfM) assessments of the project during implementation. A lot of the value-for-money assessments during the implementation will depend on realistic planning and well managed implementation.

Proposals that demonstrate that LIFT's funds will leverage other funds, as well as proposals that demonstrate multiplier effects or clear progress towards financial sustainability, are encouraged.

For more guidance on Value for Money see Annex 4.

## ANNEX 2: Evaluation criteria

An Evaluation Committee (EC) will appraise applications in accordance with the selection criteria identified below. Applicants should note that these criteria serve to a) identify the significant issues that applicants should address in their applications; and b) to set standards against which all applications will be evaluated. If there are ambiguities/unclear explanations, or further need for details, the LIFT evaluation committee will seek clarification from the submitting organisation if the proposal otherwise meets the main criteria.

The evaluation committee will assess the following questions to justify their final appraisal:

- **Completeness:** Is the information provided in the proposal complete and sufficient for the appraisal?
- **Relevance:** Is the problem definition and rationale for the project clear and does it address a critical issue relevant to LIFT strategy?
- **Context analysis:** Is the project based on a good understanding of the context in the respective project site?
- **Stakeholder analysis:** Is there a stakeholder analysis and a clear definition of target groups? To what extent is participation of, and ownership by, key stakeholders in planning and design evident? Is it clear how the project will work with the government, non-state actors and the private sector?
- **Coherence of the design:** Is there clear outcome logic? Are the project's expected results well defined and aligned with the identified problem/needs?
- **Approach and methods:** Is the project approach and methodology innovative, feasible and appropriate? Are the methodologies based on previous experience and evidence-based knowledge? Is the idea technically feasible and likely to achieve the stated results? Does it embody good development practice and lessons?
- **Operating principles:** Is the proposed project in line with the LIFT Operating and MEAL Guidelines? How specifically does the project propose to monitor continuous alignment with the principles?
- **Sustainability:** Does the project demonstrate a good case for sustainability of the proposed outcomes and impacts beyond the funding period? Has an exit strategy been considered?
- **Cross cutting issues:** Are relevant gender, nutrition, migration, and environment issues considered?
- **Gender sensitivity:** Does the proposal demonstrate awareness and understanding of concrete gender related/gender specific challenges in the project context? To what extent does the proposal strive to include women as both, equal participants and as equal beneficiaries? To what extent does the proposal plan to contribute to greater gender equality and women's empowerment? What concrete measures are proposed to address gender issues? Is gender equality/women's empowerment reflected in the proposal's TOC? Does the project plan to conduct a gender analysis at the beginning of project? Will the project collect sex-disaggregated data? Are gender-sensitive and/or gender-specific criteria integrated in monitoring and reporting systems? Refer to Annex 1 for specific guidelines and evaluation criteria for gender sensitivity. See Annex 3 for more guidance.
- **Risks:** Has the proposal sufficiently considered major internal and external risks and indicated risk mitigation measures to be developed?
- **Monitoring and evaluation for accountability and learning:** Is a TOC and measurement framework provided and are they appropriate to the type and scale of the project?
- **Learning and policy dialogue:** Does the project give scope to contribute to evidence-based knowledge and policy dialogue?
- **Capacity:** Does the proposed implementing organisation and its partners have the necessary technical expertise, experience and capacity to implement the project?
- **Partnership:** What partnerships are foreseen in the proposal? Is the partnership built on long-term trust relationships? Is the governance and coordination system between stakeholders and partners appropriate? Is the role and involvement of the sub-partners clear and sound? Are the

local partners likely to increase institutional, organisational and technical capacities through project implementation?

Partnership quality will be a key consideration during the evaluation of the proposals. Applicants should demonstrate that their organisation and proposed partners have relevant expertise. It is fundamental at proposal stage that all partners involved in the project are aware of the proposal, its content and their specific responsibilities and agree on an initial agreement (financial and technical). Please also take into consideration that according to the LIFT Operational Guidelines applicants are expected to share indirect costs with their sub-partners. LIFT will favour partners that can demonstrate sufficient contextual understanding, including of the local institutional structure and key government, non-state armed groups and civil society stakeholders. Identified partners should have already built trusted relationships with relevant local stakeholders and have interventions that are supportive of local institutions, whether formal or informal. Gender-sensitivity of the partner organisations is desirable regarding both their organisational policy and their operational approach.

- **Budget:** Does the budget demonstrate value-for-money for the project, in particular in relation to the expected results? Is it adequate to deliver the outputs? Is there a sufficient budget dedicated to M&E, learning and capacity building? Is the budget aligned with the work plan and the TOC? Do local partners receive their share of the indirect costs? See Annex 4 for VfM guidance.

## ANNEX 3: Guidelines on gender sensitivity

### **1. Why do LIFT's proposals have to be gender sensitive?**

LIFT is strongly committed to contributing to greater gender equality and women's empowerment through all its projects and programmes. LIFT strives to achieve the following four outcomes related to gender:

- Increases in women's access to, and control over, resources;
- increases in women's participation in decision-making;
- increases in women's knowledge and skills; and
- improved focus on gender within livelihood and food security policies.<sup>24</sup>

An important step to achieving these goals is to ensure gender sensitivity is considered in the formulation and planning of projects.

### **2. What does gender sensitivity mean for LIFT?**

Gender sensitivity means that in each action and process, gender norms and roles, and the impact gender has on access to, and control over, resources are considered and addressed. Suggested guiding questions for assessing gender sensitivity are:

- **How does the proposal attempt to address existing gender inequalities?**
- **How does the proposal strive to include women as both equal participants and as equal beneficiaries of the planned interventions?**

Projects should not only propose equal numeric participation by gender but also strive for participation of equal quality. The latter is more difficult to assess than merely counting the number of women and men beneficiaries, and often requires specific supportive actions to empower women.

### **3. Where do LIFT's proposals have to be gender sensitive?**

Gender sensitivity should be woven into all stages of projects and programmes. Every project proposal includes a mandatory section on gender where the project is required to answer the question: "*How is gender considered in the project...?*" Here, the proposal outlines the gender sensitivity, and the alignment with LIFT's gender strategy and how the proposed intervention contributes to LIFT's four gender programme outcomes stated above.

Gender should also appear explicitly in the project's TOC to reflect gender-related goals and outcomes of the project.

### **4. What portion of the project budget must be allocated to gender equality and women's empowerment activities?**

Gender budgeting forms an integral part of LIFT's gender equality and women's empowerment strategy. **Proposals must commit at least 20% of the programme costs** to activities which contribute to the achievement of these objectives. Reporting on specific activities and expenditure in relation to this target will need to be included in semi-annual and annual progress reports.

---

<sup>24</sup> LIFT's Gender Strategy [https://www.lift-fund.org/sites/lift-fund.org/files/uploads/Guidelines/LIFTGenderStrategy\\_Jan2017\\_FINAL.pdf](https://www.lift-fund.org/sites/lift-fund.org/files/uploads/Guidelines/LIFTGenderStrategy_Jan2017_FINAL.pdf)

## ANNEX 4: Guidance on Value for Money

The evaluation committee will use the criteria below to assess whether the proposal considered Value for Money (VfM) in its approach (e.g. benchmark costs, efficiency, alternative approaches), how the proposal represents VfM and whether it is set-up to make the assessment. If a submitting organisations considered some of the elements as not applicable, it should be noted and an explanation should be included.

<b>VfM Description</b>	<p>The project proposal describes how it aims to achieve or represents VfM or what the expected returns on investment are (overall or for specific project components).</p> <p><i>For example, will the project conduct cost-benefit analysis, will there be transparent procurement procedures in place, has any/credible benchmarking or cost-effectiveness data been presented to make the case for the project?</i></p>
<b>Alternative approaches</b>	<p>The project approach offers better VfM compared to other approaches (consider benchmarks where possible).</p> <p><i>Are alternative approaches offered or clear justifications outlined why specific approaches are selected? Have the expected results and financial costs of alternative approaches been considered?</i></p>
<b>Robust design</b>	<p>The project outlines a well-thought out design to achieve the project objectives.</p> <p><i>For example, this may include a thorough analysis of the project context and strategies for effective delivery, innovative approaches for promoting uptake or dissemination, promising technologies or delivery models, etc. What are the key aspects of the design that warranted the project's selection?</i></p>
<b>Budget Alignment</b>	<p>The project budget and outputs are aligned to allow easy VfM outreach/outcome assessment.</p> <p><i>Budget templates should be designed in a manner that enables proper alignment to the programme components on the basis of which standard VfM calculations will be performed (e.g. by 'programme outcome'). Is the budget presented to a level of detail that will allow expenditure monitoring by component, if desired?</i></p>
<b>Data collection (M&amp;E)</b>	<p>The project M&amp;E system (indicators and data collection plans) is set up to allow for assessment of VfM against the LIFT logframe and the regional and project TOCs/results frameworks.</p> <p><i>Is it possible to determine the budgeted costs of the outputs and the activities that contribute to outputs? Does the project define data collection plans and have measurable indicators that allow for VfM assessments of outcomes? Is it possible to determine the budgeted costs of the outputs and the activities that contribute to outputs?</i></p>
<b>Long-term benefits</b>	<p>The project is likely to be sustainable, replicable and/or scalable (or to have significant impact on policy).</p> <p><i>Does the proposal make reference to these factors in the design. For example, are cost-recovery mechanisms in place, do they have adequate documentation processes outlined for possible replication, do they have a plan for influencing policy and are the associated interventions well-designed and likely to succeed? Projects that are sustainable (e.g. activities continue once funding ceases) will continue to generate benefits even though they may not be captured in a VfM assessment. Similarly, projects that are replicable or scalable will also have the potential to generate greater benefits if they inform the design of other projects are able to have a wider reach.</i></p>