**Women’s Peace and Humanitarian Fund**

**Call for Proposals**

**Enhancing local women’s civil society organizations’ institutional Capacities for Programme Implementation and Management in Papua New Guinea (PNG)**

***Call Opens: 24 March 2021***

***Deadline for Submissions: 7th April 2021***

1. **About the Women’s Peace and Humanitarian Fund (WPHF)**

Composed of representatives from donors, United Nations entities, and civil society organizations, the WPHF is a global pooled funding mechanism which aims to re-energize action and stimulate a significant increase in financing for women’s participation, leadership, and empowerment in peace and security processes and humanitarian response. The WPHF is a flexible and rapid financing mechanism. It supports quality interventions designed to enhance the capacity of local women to prevent conflict, respond to crises and emergencies, and seize key peacebuilding opportunities.

The WPHF breaks silos between humanitarian, peace, security, and development finance by investing in enhancing women’s engagement, leadership, and empowerment across all phases of crisis, peace and security, and development. It addresses structural funding gaps for women’s participation in key phases of crisis, peace and security, and development by improving the timeliness, predictability, and flexibility of international assistance. Notably, it will ensure a timely investment in conflict prevention after receipt of early warning signals from women and will accelerate the dispersal of development assistance after successful peace negotiations. It recognizes that peace cannot be created nor sustained without investment in civil society organizations. Therefore, the WPHF invests in strengthening civil society organizations, particularly in grassroots women’s organizations, with the required financial and technical support.

The overall goal of the WPHF’s theory of change is to contribute to **peaceful and gender equal societies**. Achievement of this goal will require that women are empowered to participate in, contribute to, and benefit from conflict prevention, crisis response, peacebuilding, and recovery. Since its launch in 2016, WPHF has been supporting over 200 civil society organizations and is present in 20 countries or group of countries.

The WPHF is governed by a Funding Board at the global level, which is comprised of four UN entities (currently UN Women, UNDP, UNFPA and PBSO), four donor Member States (currently Germany, Austria, the European Commission and Canada), as well as 4 Civil Society Organizations (currently International Civil Society Action Network on women’s rights, peace and security (ICAN), Global Partnership for the Prevention of Armed Conflict (GPPAC), Action Aid and Women Refugee Commission). UN Women acts as the WPHF’s Technical Secretariat at the global level. UN Women also acts as Management Entity for civil society organizations where UN Women has a country presence.

1. **About the Spotlight Initiative**

The Spotlight Initiative is a global partnership between the EU and the United Nations which deploys targeted, large-scale investments in Asia, Africa, Latin America, the Pacific and the Caribbean, aimed at eliminating violence against women and girls, which is seen as a major obstacle to the fulfilment of women’s and girls’ human rights and to the achievement of the 2030 Agenda for Sustainable Development.

The Spotlight Initiative intends to bring the issue of ending violence against women and girls at the front and centre of efforts to achieve gender equality and women’s empowerment, in line with the 2030 Agenda for Sustainable Development.[[1]](#footnote-1) The Initiative will leverage multi-stakeholder partnerships, galvanize political commitments at the highest levels and contribute to achieving the SDGs (Goals 5 and 16 in particular).

The Initiative’s **Global Theory of Change** entails a comprehensive approach to drive transformative change through the following six Outcomes:

* Outcome 1: Enacting and strengthening legislative and policy frameworks
* Outcome 2: Building gender-responsive national and sub-national systems and institutions
* Outcome 3: Supporting evidence-based prevention programmes to promote gender equitable social norms, attitudes, and behaviors
* Outcome 4: Establishing and strengthening available, accessible, acceptable, and quality essential services
* Outcome 5: Ensuring quality, disaggregated and globally comparable data
* Outcome 6: Strengthening and supporting women's rights groups and autonomous civil society organizations

The Global Theory of Change is guided by the SDGs and underpinned by a human rights-based approach; the cross-cutting principles of civil society engagement and participation; national ownership and *leaving no one behind*. In terms of leaving no one behind, the Initiative aims to reach those women and girls who are furthest behind, most marginalized, and subject to multiple and intersecting forms of discrimination (including indigenous women, women living with disabilities, elderly women and women in geographically hard to reach areas).

1. **WPHF and Spotlight Initiative Partnership**

The partnership between the Women’s Peace and Humanitarian Fund (WPHF) and the Spotlight Initiative aims to channel funding to civil society organizations working on eliminating violence against women and girls (EVAWG) in conflict-affected and humanitarian settings. The partnership focuses on Outcome 6 of Spotlight Initiative’s Regional Result Framework (strengthening CSOs and supporting women’s movements) and on WPHF’s Impact Area 5 (Protection of women and girls’ safety and rights).

Since 2019, the partnership has covered the D.R.C, Liberia, Malawi, Nigeria, and Uganda, Afghanistan, Haiti and Papua New Guinea (PNG).

1. **About this partnership in Papua New Guinea**

UN Women PNG Country Office currently supports 20 civil society organizations under the Spotlight Initiative which provides funding focused on the protection of women and girls and supporting women’s rights movements. Many of the CSOs are small grassroots organizations that have experience working to address violence against women and girls, sorcery related accusation violence and tribal violence within their communities. They are located across different provinces of PNG, often in areas that are difficult to access and with limited or no internet access. In addition, these organizations have limited institutional capacity, struggle with results-based management, monitoring and evaluation and need close monitoring and guidance to ensure quality programing and impact.

The Spotlight Initiative has initiated a CSO Capacity Building Hub as one of the programme interventions to engage a national, regional or international NGO to provide tailormade institutional support to nine CSOs working within the Spotlight Initiative Programme. The areas of institutional capacity include financial management, monitoring, results-based reporting, feminist, and collective action. This Hub support will end in December 2021 and cannot absorb additional CSOs.

In June 2020, a Call for Proposals of the WPHF/Spotlight Initiative was launched for two months. This call for proposal included two funding streams: (i) stream 1: institutional funding, (ii) stream 2: Programmatic funding. After technical review of proposals received and selection by the National Steering Committee, an initial 10 grants are being funded through this WPHF-Spotlight Initiative partnership in the first round, with a total of 7 organizations, including 3 receiving both institutional and programmatic funding.

Given the contextual realities of CSOs in PNG and to facilitate access to funding to local organizations in most conflict and COVID-19 impacted areas, the National Steering Committee has decided to launch a second Call for Proposals targeting the provinces of Western, West Sepik, Hela and Southern Highlands, with additional support available for prospective applicants, on project design and proposal drafting. The 2nd round of Call for Proposal, aimed to be launched in May 2021, will fund additional CSOs through this partnership, bringing the estimated total of selected grantees to 10-14 CSOs.

1. **Purpose and Objectives**

The overall purpose of this call is to identify and partner with a National, Regional or International Non-Governmental Organization (NGO), to support grassroots organizations and CSOs in the design, implementation, monitoring, evaluation and reporting of their projects in applying to the second round of Call for Proposal in May, as well as provide training for all WPHF-Spotlight Initiative selected grantees (both CFP rounds) to ensure accountability and financial stewardship of donor resources through the WPHF/Spotlight Initiative. Specifically, the objectives are:

* Improved design and reporting processes, for better quality results-based management.
* Improved accountability and financial stewardship of donor resources through building WPHF-SI grantees organizational systems for good governance, financial management and procurement processes.

This can be achieved through:

* Provide technical support on project design and proposal writing to potential applicants during the second Call for Proposal (CfP) through both in-person workshops/meetings and virtual sessions.
* Conduct rapid capacity assessment and develop institutional capacity building plans based on identified areas of weakness and project management risks, including financial management.
* Provide technical expertise and support to successful grantees on quality EVAW programming and application of global norms and standards for gender equality and inclusive programming.
* Provide a series of technical trainings on Results-Based Management (RBM), monitoring, evaluation, and results-based reporting.
* Develop/design context-specific tools to support CSO implementation, monitoring and reporting of interventions.
* Organize exchanges (lessons learned, best practices) and networking activities amongst WPHF/Spotlight Initiative grantees, contributing to Spotlight Initiative Outcome 6 (coalition building and mobilization)

This proposed partnership will also provide opportunities for local CSOs to network, exchange lessons learned and best practices contributing to women’s movement building in PNG on EVAW (SI outcome 6).

1. **Nature and Scope of the Call for Proposals**

The WPHF-Spotlight partnership will fund a qualifying national, regional or international NGO with preferably presence or experience working with local grassroots organizations in Papua New Guinea- to support CSOs that receive WPHF/Spotlight Initiative funding. Special attention will be provided to applications that have demonstrated experience in providing capacity building support to CSOs and grassroots organizations working on EVAW, protection issues for women and girls and civil society strengthening. Special attention will also be provided to women-led and women’s rights/feminist applicants[[2]](#footnote-2) and to organisations that apply feminist and gender-sensitive methodologies.

1. **Duration of Partnership**

The partnership will begin in April 2021 and end in December 2022.

1. **Location**

Institutional support will be provided to grantees situated across PNG, including Eastern Highlands, Chimbu, Southern Highlands, Hela, Enga, West Sepik, East New Britain, Western, Jiwaka and NCD. It is expected that the N/R/INGO will provide to grantees wherever as possible **in-person support** or **remotely**, adhering to the existing COVID19 restrictions.

1. **Size of Grants and Funding Amount**

The WPHF will grant a maximum of **$200,000 USD** to deliver the aforementioned activities and support to local organizations until December 2022. This includes all costs related to travel and logistics, training initiatives and contribution to staff costs.

1. **Eligibility, Application, and Selection Process**

**8.1. Who is Eligible to Apply?**

National, Regional and International[[3]](#footnote-3) Non-Governmental Organizations (NGOs) who have experience working with local CSOs in PNG are eligible to apply and who have a proven track record working on women’s rights, feminist and human-rights based principles, addressing violence against women and girls, protection issues of women and girls, and institutional capacity building. CSO consortiums are also eligible.

The following are NOT eligible to apply:

Government agencies or institutions;

UN agencies or UN Country Teams;

Private individuals;

Private sector entities;

Universities and Education institutions

A proof of legal registration (or legal status) is a required attachment for any grant application. Applications without clear proof of legal status will be considered incomplete and will be withdrawn from the application process. Note that articles of incorporation are **not** proof of legal status.

**8.2. Eligibility Criteria**

NGOs who submit applications to this Call for Proposals will undergo a technical review based on the answers in the Proposal Template. Applicants should be able to demonstrate the following:

* Experience and track record of working on programming and issues related to violence against women and girls, protection issues of women and girls.
* Demonstrated technical expertise on institutional strengthening of civil society organizations, particularly women’s rights organizations addressing violence and protection issues of women and girls
* Experience in financial management and reporting, including with the UN
* Experience in participatory and inclusive approaches for institutional strengthening, monitoring and advisory services.

Evaluation criteria are found in Section 9.2

**8.3. What is expected of successful applicants?**

* Document process, achievements, challenges, key messages, shifts in strategy, unexpected outcomes, and successful innovative approaches through reporting templates provided by UN Women and WPHF;
* Disseminate good practices and lessons learnt towards institutional capacity building approaches;
* Maintain regular communications with UN Women PNG focal points and coordination with the existing Spotlight Initiative Capacity Hub for linkages;
* Follow WPHF/Spotlight Initiative communication and branding guidelines.

**8.3. Must applicants contribute to the project budget?**

Applicants are not required to contribute to the budget.

**8.4 Where do we obtain more information about the call?**

An online information session will be organized with prospective applicants on Wednesday 31st March/5pm PNG time, by UN Women with WPHF Secretariat support. To register, please email: [cfp.pngco@unwomen.org](mailto:cfp.pngco@unwomen.org)

**9. Where, When and How to apply for the Call for Proposals?**

* The deadline for submission of proposals is **5th** April **2021**. Applications received after that date will not be considered.
* Applications are accepted in **English**. Only applications in these languages will be accepted.
* You may not make changes to your application after it is submitted.
* Application packages should be emailed to [cfp.pngco@unwomen.org](mailto:cfp.pngco@unwomen.org) with the following subject line: **WPHF-Spotlight NGO CFP**
* Applications can be submitted in .doc, .docx, or .pdf format. No other formats will be accepted. Legal registration certificates can be submitted in jpeg, doc., docx., or pdf format. All documents should be submitted together as one package.
* The UN Women Country Office will aim to acknowledge receipt of application within three days of receipt. Please DO NOT resend your application unless you do not receive a confirm of receipt within three days.
* The UN Women Country Office will accept questions related to this proposal until 2nd April 2021. Please allow a minimum of 48 hours for responses to any questions.

**9.1. Required Components of the Application Package**

Applicants are required to use the WPHF templates provided. Please note, incomplete applications or use of different templates will not be considered.

* WPHF Proposal Template (attached, no more than 10 pages, excluding Annex A and B)
* Results Framework (Proposal Template Annex: A)
* Project Budget (Proposal Template Annex: B)

AND

* Proof of valid legal registration

**DO NOT submit photos or additional documents other than the ones listed.**

**9.2. Evaluation Criteria**

A technical evaluation of proposals will be conducted, and proposals will be evaluated using the following criteria:

Project design and objectives:

* Organization mandate and mission is aligned with WPHF/Spotlight Initiative theory of change, particularly with respect to the specific impact outlined.
* Definition of clear objectives and expected results, taking account of best practices of participatory and inclusive approaches for capacity building.
* Clear demonstration of organization’s technical experience in institutional capacity building and support to women’s rights organizations working on EVAW and coalition building to design, implement, monitor, evaluation, and report on implementation
* A clear capacity building plan and set of activities, including appropriate participatory approaches and modalities to building capacity and conducting training for CSO partners

Programme management and monitoring:

* Geographical reach and language capabilities
* Realistic activity schedule and implementation strategy to achieve objectives within the time frame.
* Identification of relevant and appropriate monitoring and evaluation approaches based on the results framework and indicators
* Identification of comprehensive risks and appropriate mitigation measures

Budget:

* Proposal budget falls within the funding limits of the Call for Proposals
* The budget includes indirect operational costs at the allowed level (no more than 7%).

**10. Useful Resources**

* The WPHF’s website <https://wphfund.org/>
* Spotlight Initiative website <https://www.spotlightinitiative.org/>
* Indicator Tip Sheet for WPHF/Spotlight Grantees [[available here](https://wphfund.org/wp-content/uploads/2021/03/Indicator-Tip-Sheet_Impact-5_Protection_Spotlight_ENG-FINAL_09112020.pdf)]
* The WPHF’s page on the Multi-Partner Trust Fund Office’s Gateway: <http://mptf.undp.org/factsheet/fund/GAI00>
* The WPHF’s Twitter account: [@wphfund](https://twitter.com/AcceleratePeace)
* M&E and Results Based Management Terms. The OECD/DAC Glossary of Key Terms in Evaluation available in English, French and Spanish. <http://www.oecd.org/dataoecd/29/21/2754804.pdf>
* M&E Standards and Guidelines. The United Nations Evaluation Group (UNEG) Standards for Evaluations, available in English, French, Spanish, Arabic and Russian <http://www.uneval.org/papersandpubs/documentdetail.jsp?doc_id=22>
* [Spotlight Terms of Reference 2017-2023, Annex 1 - Description of the action](http://mptf.undp.org/document/download/21022)

1. Read more about the Spotlight Initiative at <http://www.un.org/en/spotlight-initiative/index.shtml>*.* [↑](#footnote-ref-1)
2. To be considered a "woman-led CSO," the organisation must be headed by a woman.   
   To be considered a “women’s rights or feminist organisation,” the organisation’s official mission/visions statements must reflect its commitment to addressing multiple/intersecting forms of discrimination and advancing gender equality and women’s rights. The organisation should aim to address the underlying drivers/systems/structures, including patriarchy and gendered power dynamics, that perpetuate EVAWG and gender-based violence and work to transform these. [↑](#footnote-ref-2)
3. Only if registered at the national level. [↑](#footnote-ref-3)