

Invitation for Proposals

UNFPA, United Nations Population Fund, an international development agency, invites qualified organizations to submit proposals to promote access to information and services on Sexual and Reproductive Health and Rights (SRHR) for adolescents and young people. The purpose of the Invitation for Proposals is to identify eligible non-governmental organizations for prospective partnership with UNFPA South Africa to support achievement of results outlined in the Country Programme detailed on section 1.3 below.

Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email clearly marked “NGO Invitation for Proposals” at the following address: zaf.admin@unfpa.org by 29 May 2018 (midnight South African time). Proposals received after the date and time will not be accepted for consideration.

Applications must be submitted in English.

Any requests for additional information must be addressed in writing by one week before the deadline for submissions at the latest to Noloyiso Bangani (bangani@unfpa.org). UNFPA will respond to queries or clarification requests by any NGO applicants who submitted, on UNFPA South Africa website or on email before the deadline for submission of applications.

UNFPA shall notify applying organizations whether it is considered for further action.

Section 1: Background

1.1 UNFPA mandate	UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every birth is safe, and every young person's potential is fulfilled.
1.2 UNFPA Programme of Assistance in South Africa	<p>In South Africa, UNFPA works with the government and other partners to achieve universal access to sexual and reproductive health, realize reproductive rights and reduce maternal mortality to improve the lives of adolescents and young people, supporting programming that is responsive to population dynamics, gender equality and human rights. UNFPA is currently implementing the 4th Country Programme (CP) 1 Jan 2013 - 31 March 2019. The 4th CP is in line with national priorities and Vision 2030. The focus areas of the 4th CP are as follows: (1) maternal and new-born health; (2) prevention services for HIV and sexually transmitted infections; (3) gender equality and reproductive rights; and (4) population dynamics.</p> <p>Within the area of HIV prevention, UNFPA is supports evidence informed HIV prevention interventions focusing on adolescent girls and young women (AGYW). This support is aligned to the NSP (2017-2021) priorities supported by data indicating that in 2016, young women accounted for 34% of HIV infections despite representing 13% of the adult population. Unacceptably high rates of HIV infection, teenage pregnancy, sexual and gender based violence (GBV), and unemployment all contribute to an environment where AGYW are at significant risk for HIV infection. Hence, it will not be possible to reach HIV epidemic control in South Africa</p>

	<p>without reducing the high incidence of new infections among AGYW. Furthermore, this group is at higher risk of acquiring HIV infection when engaged in certain behaviors such as: sex with older partners, alcohol and substance abuse, transactional sex, multiple sex partners, and unprotected sex. AGYW are exposed to additional risks from GBV, sexual abuse, intimate partner violence, and low school attendance/drop out.</p>
<p>1.3 Specific results</p>	<p>UNFPA South Africa is looking for a partner to implement their HIV prevention interventions focusing on AGYW in Gauteng within the Cities of Johannesburg (JHB), Tshwane and Alfred Nzo district in the Eastern Cape.</p> <p>Fast track municipalities have been identified this is where 47% of people living with HIV reside. Furthermore, these are municipalities are hot spots for sex work, high rates of transactional sex and intergenerational sexual relations. In fact 52% of new infections among young women aged 15-24 occur in these municipalities. Hence, the need to focus on scaling up HIV prevention interventions for results and impact. In 2017, municipalities were supported to Develop District Implementation Plans (DIP) that were aligned to the new NSP, however there are gaps implementation which include coordination, multisectoral response to HIV prevention and M&E. The cities of Johannesburg (JHB) and Tshwane as well as Alfred Nzo district were selected for this project as they are currently part of the PEPFAR DREAMS initiative and a number of GF partners are already implementing interventions and activities aligned to the “She Conquers” which is a three year campaign to address teenage pregnancy, reduce new HIV infections, economic empowerment, address GBV, and keeping girls in schools.</p> <p>The proposed interventions are aimed at strengthening and scaling up implementation of the DIPs in the following areas: 1. Scale up the "He for She" campaign to effectively engage men and boys for HIV and GBV prevention; 2. Scale up evidence informed interventions aligned to the "She Conquers"; 3. Scale up Comprehensive Sexuality Education; 4. Link AGYW to social and economic empowerment programs. However, the IP will support the two results areas for UNFPA as indicated below.</p> <p>The main results of the interventions are;</p> <ul style="list-style-type: none"> • The Local AIDS councils in Tshwane Metro, City of JHB and Alfred Nzo strengthened to lead a coordinated multi sectoral response to HIV prevention among AGYW • Comprehensive Sexuality Education as well as Behaviour Change and communication in Tshwane Metro, City of JHB and Alfred Nzo expanded and Sexual and Reproductive Health Services in schools and institution of higher learning scaled up <p>The specific activities would need to be implemented by the partner include among others:</p>

1. Supporting Local AIDS Councils(LAC) to coordinate stakeholders to review progress on the implementation of the "She Conquers" campaign in Tshwane Metro, City of JHB and Alfred Nzo district;
2. In collaboration with the LACs; identify flagship interventions that have been proven locally to reach and impact on behavior change focusing on AGYW, to be scaled up and map existing economic empowerment programs
3. Work with the LACs to develop and/ or revise their SBCC plan/interventions
4. Assist LACs to consult partners and stakeholders on the SBCC plans/interventions and support implementation of aspects of the SBCC plan
5. Provide small grants to CBOs to support implementation of the SBCC interventions including promotion of condom use and HIV counselling and testing
6. Use the information generated to advocate for scale up of the interventions including training of CBOs to implement SBCC interventions
7. Develop and pilot M&E tools to monitor and to report on scale up of the interventions including linkage of AGYW to economic empowerment opportunities

All the activities to be implemented should be agreed upon and implemented in collaboration with the LACs in Gauteng and the Eastern Cape as well as in alignment with the DIP.

Section 2: Application requirements and timelines

2.1 Documentation required for the submission	<p>The expression of interest shall include the following documentation:</p> <ul style="list-style-type: none"> ● Copy of provisions of legal status of the NGO in South Africa [<i>Required to be eligible for review</i>] ● Copy of provisions of legal status of the NGO in [South Africa] (for INGOs) ● Attachment I – NGO Profile and Programme Proposal ● Latest annual report and audit report as separate documents or hyperlink to the documents 	
2.2 Indicative timelines	Invitation for Proposal issue date	15 May 2018
	Deadline for submissions of proposals	29 May 2018
	Deadline for requests of additional information/ clarifications	22 May 2018
	Review of NGO submissions	30 May 2018
	Notification of results communicated to NGO	06 June 2018

Section 3: Process and timelines

3.1 Review & evaluation of	Applications will be assessed by a review panel to identify organizations that have the required knowledge, skills, and capacity to support achievement of results <i>using criteria outlined in section 3.2 below.</i>
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NGO submissions	<p>It should be noted, however, that participation in this Invitation for Proposals does not guarantee the organization will be selected for partnership with UNFPA. Selected NGOs will be invited to enter into an implementing partner agreement and applicable UNFPA programme policy and procedures will apply.</p>	
3.2 Selection criteria	<p>Eligible organizations will be selected in a transparent and competitive manner, based on their capacity to ensure the highest quality of service, including the ability to apply innovative strategies to meet programme priorities in the most efficient and cost-effective manner.</p> <p>UNFPA South Africa office will review evidence provided by the NGO submission and evaluate applications based on the following criteria:</p> <p>NB: Any proposal not submitted in specified working language will be excluded from consideration.</p>	
	Governance & Leadership	<ul style="list-style-type: none"> ● The organization has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas. ● Organization does not have a history of fraud, complaints or service delivery issues.
	Human Resource	<ul style="list-style-type: none"> ● Organization has sufficient staff resources and technical expertise to implement the proposed activities. ● Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.
	Comparative Advantage	<ul style="list-style-type: none"> ● The organization’s mission and/or strategic plan focuses on at least one of the UNFPA’s programme areas. ● The organization has experience in the country or field and enjoys prominence in areas related to UNFPA’s mandate. ● The organization has a proven track record in implementing similar activities and is seen as credible by its stakeholders and partners. ● The organization has relevant community presence and ability to reach the target audience; especially vulnerable populations and hard-to-reach areas.
	Monitoring	<ul style="list-style-type: none"> ● The organization has systems and tools in place to systematically collect, analyse and use programme monitoring data
	Partnerships	<ul style="list-style-type: none"> ● The organization has established partnerships with the government and other relevant local and private sector entities.
	Environmental Considerations	<ul style="list-style-type: none"> ● The organization has established policies or practices to reduce the environmental impact of its activities. If no policies exist, the organization must not have a

		history of its activities causing negative impact to the environment.
3.3 Prospective partnership agreement	UNFPA will inform all applicants of the outcome of their submissions in writing to the email/ postal address indicated in the NGO submission.	

Attachment I: NGO Profile and Programme Proposal (To be completed by NGO submitting proposal)

The purpose of this proposal is to provide the following information: a) overview of the NGO, b) an outline of the activities the NGO is proposing to partner with UNFPA and c) provide UNFPA with sufficient evidence to show it meets the criteria outlined in section 3.2 of the IFP.

Information provided in this form will be used to inform the review and evaluation of NGO submissions as outlined in the Invitation for Proposals.

Section A. NGO Identification

A.1 Organization information	Organization name	
	Address	
	Website	
A.2 Contact information	Name	
	Title/Function	
	Telephone	
A.3 Conflict of interest statement	Email	
	To your knowledge, do any staff members of your organization have personal or financial relationships with any staff of UNFPA, or any other conflicts of interest with this programme or UNFPA? If so, please explain.	
A.4. Fraud statement	Does your organization have fraud prevention policies and practices in place?	

Section B. Overview of the organization

B.1 Annual budget	Size of annual budget (previous year, USD)	
	Source of funding	<i>Outline funding base, including local, international, and private sector donors</i>
	Main funding partners/ donors	
B.2 Staff capacity	<i>List of number and key functions of core organization staff</i>	

B.3 NGO mandate and background	<i>Outline the organization's mandate and field of work, and how it aligns to UNFPA's mandate.</i>
B.4 Available expertise and specialists	<i>Outline the distinctive technical capacity of the organization to achieve results in the proposed programmatic area</i>
B.5 Experience in proposed area of work	<i>Outline of type/scope and key results achieved in proposed programmatic area in recent years, including any recognition received at local / global level for the work in the proposed area. Include a summary experience in South Africa and prior experience with any organization of the United Nations</i>
B.6 Knowledge of the local context/ Accessibility to target population	<i>Outline of presence and community relations in the location(s) the activities will be implemented in: include access to vulnerable populations and hard-to-reach areas, if any)</i>
B.7 Credibility	<i>To what extent is the NGO recognized as credible by the government, and/or other key stakeholders/partners?</i>
B.8 Monitoring	<i>Outline the systems in place (policies, procedures, guidelines, and other tools) that systematically collect, analyse and use programme monitoring data</i>

Section C. Proposal overview	
C.1 Programme title	
C.2 Results to which the programme contributes	<i>Refer to Section 1.3 of the Invitation for Proposal</i>
C.3 Proposed programme duration	<i>From 05/2018 to 12/ 2019</i>
C.4 Proposed Programme budget	

Section D. Proposed interventions and activities to achieve intended results	
D.1 Programme Summary	<p><i>This section should provide a brief summary of the programme.</i></p> <p><i>It should include a problem statement, the context and the rationale for the Programme:</i></p> <ul style="list-style-type: none"> ● <i>Overview of the existing problem;</i> ● <i>How the problem is linked to global/regional/national priorities and policies; and</i> ● <i>The relevance of the programme in addressing problem identified</i>

D.2 Organizational background and capacity to implement	<i>This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.</i>
D.3 Expected results	<i>“What” this programme will achieve - programme objectives and expected results</i>
D.4 Description of activities and budget	<i>This section includes a detailed description of budgeted activities to be undertaken to produce the expected results. Clear linkages between activities and results must be indicated. The applicant should include a separate excel spreadsheet with full details of activities and associated budget.</i>
D.5 Gender, Equity and Sustainability (optional)	<i>Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations</i>
D.6 Environmental impact	<i>Outline the likely environmental impact of the programme, if any.</i>
D.7 Other partners involved	<i>This section outlines other partners who have a role in programme implementation, including potential sub-contractees and other organization providing technical and financial support for the programme</i>
D.8 NGO contribution	<i>This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)</i>
D.9 Additional documentation	<i>Additional documentation can be mentioned here for reference</i>
D.10 Geographic location capacity to implement	<i>This section should briefly the proposing organization’s experience, capacity and commitment to successfully implement the workplan in the identified UNFPA in the two metro and one district.</i>

Section E. Programme Risks and Monitoring

E.1 Risks	<i>Identify major risk factors that could result in the proposed activities not being successfully implemented and any key assumptions on which the proposed intervention is based. Include any actions the organization will undertake to address/reduce identified risk(s).</i>
E.2 Monitoring	<i>This section briefly outlines the monitoring activities</i>

Section F. References

Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship.	
Reference 1:	
Reference 2:	
Reference 3:	

