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مشروع

المواطن أولاً

CITIZEN First Project

Project Contract #: NEAR-TS/2021/420-963

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آلية التمويل للمنح الفرعية المبسطة

Call for tenders

Subgranting through Third Party Mechanism

المشاركة المدنية والمساءلة طريق الحكم الرشيد

Deadline for submission of applications:

24/09/2023 at 16:00 (Jerusalem date and time)

فلسطين

20 أغسطس 2023م



I. Preface and Background:

Within the framework of the "CITIZEN First" Project, funded by the EU and co-financed by the 3-PARTNERS (CIVITAS, SWG, and AlMarsad), the capacity building and empowerment of CS in Palestine, is a major component of the Project via training, coaching, and consultancy aiming at empowering Palestinian CSOs to be effective force for socio-economic and political change via reform and development, **aiming at their empowerment along with relevant DBs, towards increased accountability in society, good governance and social justice.**

II. The overall project's Objective is:

To empower Civil Society Organizations (CSOs) to be effective force for socio-economic and political reform and increased accountability in society, as well as pushing for greater responsibility among the DBs and holding them more accountable and respondent to citizenry.

III. The specific objectives of the project are:

- 1) Promoting and strengthening the enabling environment and enhanced space for both CSOs and citizens to operate and advocate for their rights in Palestine;
- 2) Empowered and well-aware CSOs, facilitating, and fostering their engagement in governance to fulfil their assumed role in promoting human rights and democratic reform;
- 3) Capable, transparent, accountable, and sustainable "Community Accountability Network (CAN)" that incorporate variety of CSOs and engaged efficiently in public debate, in the elaboration and implementation of reform plans, and developed policies and strategies, at local and national levels, complementarily with the government's strategies and national plans;
- 4) Creating a dialogue policy and watchdog at the local and national levels between empowered CS actors, and the formal authorities and DBs;
- 5) Improved gender equality among the (CAN) consortium that reflects and ensures gender equality at local and national plans as well as at society at wide; and
- 6) Facilitating peaceful conciliation of group interests, promoting democratic culture and practices, and grassroots' real representation and engagement, particularly women CSOs, in the making decisions at social, economic, and political life.

IV. The anticipated Outcomes/Results of the "CITIZEN First" Project are:

Outcome/ R1: Capable, transparent, accountable, and sustainable "Community Accountability Network (CAN)" that incorporate small and medium sized CSOs with well-established CSOs that ready and capable to engaged efficiently in governance;

Outcome/ R2: Improved gender equality and inclusion of marginalized groups among the (CAN) consortium that reflects and ensures social justice and inclusion; both quantitatively and qualitatively, and

Outcome/ R3: Enhanced Space for both CSOs and citizens to operate and advocate for their rights, addressing their concerns into the public debate, and engaged in the elaboration and implementation of reform plans, and developed policies and strategies, at local and national levels, complementarily and in cooperation with the government's strategies and national plans,

V. Description of the Assignment:

The main purpose of the assignment is to provide Financial Support to Third Parties (FSTP), to conduct subgranting to smaller CSOs, particularly the CBOs, and local associates in most marginalised areas in Gaza and West Bank including East Jerusalem (EJ), who are mostly members of the Consortium for Rule of Law and Democracy (CROLD), particularly the remote areas, located beyond the wall and what so called area (C) in WB, as well as the seam zone in Gaza Strip. Moreover, the (FSTP) aims at expanding the "CITIZEN First" outreach as well as expanding a wider engagement of grassroots and their representing organizations in the governance, particularly the motivating and mobilizing the target groups among the grassroots to engage in **Accountability** efforts aiming at increased accountability among Palestinians.

To this end, the project Task Force will provide a (FSTP) to three third parties in Gaza and West Bank, to

provide subgranting to smaller CBO's, where it's anticipated to provide 30 subgrants, in both Gaza & WB, including EJ. However, the overall aim of this assignment is to promote sectoral partnership & Networking via the awarded initiatives proposed by the interested and eligible CBO's. It's worthy to point out that each (FSTP) will be 55,000 EUR to manage and deliver sub-awarding for initiatives to be carried by 30 CBO's who will apply for initiatives. However, each third party will deliver (10) sub-awarding, each of 5,000 EUR, to (10) associates/CBO's, who will utilize the received grant/award to cover their Periderms, running costs, and direct cost of the carried activities within each award in the field. Totally there will be 30 small scale projects carried in the remote and restricted areas particularly at the seam zone in Gaza, and area C in WB, particularly in Hebron and Jenin, in addition to a special focus in EJ.

FSTP¹ Conditions & Term of Reference:

i. Financial support objectives:

The fund will support policy advocacy, capacity building, awareness raising, campaigning, policy dialogue, ability to assess the capacity of the DBs, and watchdog activities, regarding public liberties, right to freedom of association and assembly, enabling space and environment, reducing inequalities, encountering risks and threats to democracy and human rights, right to adequate housing for IDPs, right to decent work and social protection as part of the 2030 Agenda for the SDGs, as well as aligned with the NPA 2017-22 & National Sectoral Plans, along with the [12 principles of the good governance adopted by the Council of Europe](#).

ii. Types of activities and priorities, eligible for financial support:

- 1) Initiatives that incorporate activities that reinforce target beneficiaries' capacity to be involved in policy-making processes, and the setup of active advocacy and lobby initiatives regarding socio-political, and economic rights;
- 2) Strengthen partnership among CROLD members, partners and allies in the field (at local, sub-regional, and country levels);
- 3) Develop beneficiaries' capacity to manage small-scale grants in the theme of good governance and accountability; and at the same time develop their capacity to understand budget and financial procedures of the government and/or municipalities;
- 4) Organization of awareness raising campaigns, relevant and consistent with the project overall objectives and themes;
- 5) Support to CSOs involvement in local and/or national policy dialogue on grassroots' concerns and needs, that contribute to policy formulation & agenda setting, creating and/or maintain a structured and constructive dialogue and agenda-setting with the relevant DBs;
- 6) Initiatives focusing on local and/or national advocacy issues and concerns related to climate change, gender equality, social justice, rule of law, and ITA²;
- 7) Related to any goal of the 17 SDGs as part of the 2030 Agenda for the SDGs; and/or initiatives that aims to contribute to reducing inequalities & ensuring inclusiveness (Leave No One Behind & Do No harm):
- 8) Initiatives that contribute to gender mainstreaming and gender equality, gender audit and gender policy-reform, youth inclusion, and/or addressing the rights of Persons with Disabilities (PWDs), Internally Displaced Persons (IDPs), and other vulnerable groups such as: Elderly, Children, inhabitants in seam zone, and/or Area C;
- 9) Initiatives that engage grassroots in efforts aiming at contributing to transparency and paving the way towards establishment of a Public Expenditures Track System (PETs);
- 10) Initiatives that adopts a ThinkTank approach, followed by wider debates and constructive processes on the findings of the produced policy papers with relevant DBs;
- 11) Initiatives that focus on pushing for election conduct, voter education, election monitoring, and post-election activity.
- 12) Coalition building and networking activities identification and dissemination of results, and strengthening the notion of citizenship and/or local ownership of the carried initiatives;
- 13) Development of case studies for the economic and social rights, particularly the country monitoring reports (CMR), mainstreaming the cooperative work and cooperatives towards social solidarity green economy, and/or producing social audit reports on the operations and performance of the public officials and service providers as DBs, to assess gaps to accountability and good governance; and

¹ FSTP: Financial Support to Third Party

² ITA: Integrity, Transparency, and Accountability.

- 14) Initiatives fostering a common work on the ground, among CBO's that demonstrates a cluster for monitoring the State of Palestine's performance and compliance with one of the concerned treaties or conventions that Palestine had ratified, particularly the (UNCaC), that assists and supports the State of Palestine fulfillment to its obligations, in addition to strengthening the capacity of grassroots CSO's in the UPR, spreading the knowledge, skills, and paving the way for widely adoption of the UPR work for future, including the production of policy papers, factsheets, and/or shadow reports.

iii. Expected Results:

The (FSTP) through sub-granting is anticipated to contribute to at least one of the expected results:

- 1) CROLD members, their partners and allies in the field, work closely together and enhance coordination;
- 2) Communication among CROLD members, their partners and allies in the field is improved in order to strengthen advocacy and awareness raising, as well as fostering their tendency to engagement in governance;
- 3) CROLD network visibility is strengthened through its members and partners in the field, reinforcing the network and supporting the internal development of CROLD members and partners.

iv. Location:

The proposed small-scale actions must take place in one of the following locations:

- 1) Gaza Strip, particularly the seam zone and restricted areas;
- 2) West Bank, particularly area (C) including Hebron and Jenin; and
- 3) East Jerusalem.

v. Eligibility Criteria (who can apply):

- Be a legal person; and/or registered entity with the relative authorized authority.
- Only third parties to the co-applicants can apply to FSTP, to conduct the subgranting to smaller CSO's/CBO's to carry Small-Scale Actions/Initiatives. These third parties are neither affiliated entity(ies) nor contractors.
- Has approve record and operational capacity to manage such actions, with the required financial and technical capacity.
- Only the following entities can apply for financial support: Well-established CSO's, representative and membership-based organisations, and/or thematic networks that fulfil the following organisational selection criteria can apply:
 - ✓ Be recognized as a legal non-profit entity under relevant laws, where such laws exist;
 - ✓ Located and operating within one of the geographic areas above-mentioned;
 - ✓ Can prove a clearly defined focus on advocacy;
 - ✓ Have a democratic decision-making structure, independent from government;
 - ✓ Each entity can submit one application only as leading applicant for each initiative;
 - ✓ However, an organisation may be part of more than one submission as co-applicant.
 - ✓ Leading applicants must be established in one of the areas/districts, mentioned-above and be directly responsible for the implementation of the action.
 - ✓ The leading applicant may act with or without co-applicants.

vi. Selection criteria:

Applications will be checked for compliance with eligibility and quality criteria by a selection committee that will evaluate and rate the project proposal in line with the selection criteria. The selection jury will be formed by the (TF) Members of the "CITIZEN First Project".

vii. Duration of the assignment to be carried by Third Party(s):

- Maximum duration: 6 months.
- Minimum duration: 5 months.

viii. Duration of the small-scale action:

- Maximum duration: 4 months.
- Minimum duration: one month.

ix. Overall budget and Cost of the FSTP to subgranting small-actions/activities funded:

- The total budget is 165,000 EUR, per three third parties; each financial support will be around 55,000 EUR, for each FSTP.

x. Size of the sub-awarding:

- The sub-awarding grant may cover up to 90% of the budget. The rest will be co-funded by the beneficiary(ies).
- Any grant requested for small-scale action must fall between the following minimum and maximum amounts:
 - ✓ Minimum amount: 3,500 EUR.
 - ✓ Maximum amount: 5,000 EUR.
- Sub-awarding grants are subject to the 60% pre-financing payment at the start of the project, and 40% balance payment after the submission to and approval by the third party and the TF of the PARTNERS (CIVITAS, AlMarsad, and the SWG) of the narrative and financial reports based on the actual costs incurred.

xi. Costs eligibility:

- Only 'eligible costs' can be covered by an action grant. The categories of costs that are eligible and non-eligible are indicated below. The budget is both a cost estimate and an overall ceiling for "eligible costs". Costs must be directly related to the implementation of the action and incurred within the implementation period of the action.
- Only the following costs are eligible for financial support:
 - ✓ General running costs linked to the implementation of the action itself;
 - ✓ Perdiem for personnel working for the applicant;
 - ✓ Costs directly linked and necessary for the realization of the action (e. g. production of materials, costs related to the venue, travel costs, communication, etc.).

xii. Visibility

The applicants must take all necessary steps to publicise the fact that the European Union has financed or co-financed the action. Unless the European Commission agrees otherwise, actions that are wholly or partially funded by the European Union must ensure the visibility of EU financing by displaying the EU emblem in accordance with the guidelines set out in the Operational Guidelines for recipients of EU funding, published by the European Commission. If applicable, communication activities may be undertaken to raise the awareness of specific or general audiences of the reasons for the action and the EU support for the action in the country or region concerned, as well as the results and the impact of this support.

All measures and activities relating to visibility and, if applicable, communication, must comply with the latest Communication and Visibility Requirements for EU-funded external action, laid down and published by the European Commission ([Communication and Visibility Requirements for EU External Actions | International Partnerships \(europa.eu\)](#)).

xiii. Submission Process

For more details and receiving the CFP application, plz contact us at: croid.citizen.first@gmail.com, with your request mentioning in the email subject the following: CFP Ref.: NEAR-TS/2021/420-963

Please send the completed applications to croid.citizen.first@gmail.com You can complete the applications in Arabic or English. No handwriting is accepted.

For any additional queries, please contact the same email address: croid.citizen.first@gmail.com

xiv. Anticipated Timeline:

20/8/2023	Call for proposals publish; www.civitas.ps ; and at: https://www.facebook.com/CIVITASInstitutePalestine/posts/pfbid0xrP3sQU5MkCF1HqM8ga8Lhk1vcEKJonRTRFGJmeTjuh27oG8d92bLfb6LUaGdnyVl
2/9/2023	Information session to applicants (a zoom link will be provided by inquiry submitted to email address: croid.citizen.first@gmail.com)
24/9/2023	Application submission deadline
30/9/2023	Shortlisted applicants finalized and notified
8/10/2023	Contracts and Welcome package sent

01/11/2023	Transfer of the 1st tranche of funds to contracted applicants
4 weeks after end of subgranting phase	Final narrative and financial reports due.

xv. Treatment of Information

The data will be treated confidentially in line with the PARTNERs policies. Only the PARTNERs and its TF will have access to the information provided in order to facilitate the selection process.

xvi. Final Notification and Supportive Documents:

The Contracting Partners will inform without delay, the applicant(s) of their decisions, once a decision was made of eligibility of application for funding; the lead applicant and the co-applicant(s) if any, will be requested to submit the supportive documents for final eligibility check, including the following:

- ☞ The statutes or articles of association of the lead applicant organisation;
- ☞ The statutes or articles of association of the co-applicant(s) if any;
- ☞ The lead applicant's latest accounts;
- ☞ The lead applicant's external audit report (if applicable);
- ☞ The Financial Identity Form (annex D to the guidelines for applicants) to be duly completed and signed by the applicant(s).