UNODC

Call for Proposals

Guidelines for applicants

Name of the grants programme: **Countering and Preventing Terrorism in Pakistan**

Deadline for receipt of Project Proposals: 10th June 2024

NOTE: This Call for Proposals forms the basis for applying for UNODC funding. It must neither be construed as a partner agreement, nor be regarded as a confirmation of funds awarded by UNODC to any entity. Consequently, UNODC is not liable for any financial obligations, or otherwise, incurred by any entity in responding to this call for proposals. Such costs will not be considered as part of the budget in the event that funding is awarded to an applicant.

This UNODC project including call for proposals is funded by the European Union (EU).

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## PARTNER PROGRAMME

### Background

In confronting the profound challenges posed by terrorism, government of Pakistan has embarked on a strategic journey towards reclaiming stability and fostering a future of prosperity. This journey is underpinned by a comprehensive strategy that harmonizes national resilience drawing on the expertise and support of international bodies like the United Nations Office on Drugs and Crime (UNODC) and other global partners. Central to this endeavor is a multifaceted approach that not only seeks to reinforce the criminal justice system but also to provide unwavering support to the victims of terrorism and enhance community resilience.

The essence of this strategy is deeply rooted in community engagement, recognizing that the strength of a community lies in its unity and collective resilience against the forces of extremism. It is within this framework that integrated networks emerge as a beacon of hope, creating spaces for dialogue, understanding, and harmony. By nurturing grassroots initiatives and fostering the active participation of civil society organizations (CSOs), this approach endeavors to dismantle the narratives that fuel extremism and to cultivate a culture grounded in peace and tolerance.

Civil society organizations stand at the forefront of this battle, armed with their agility and an intimate understanding of the communities they serve. They are pivotal in translating high-level counter-terrorism strategies into actionable, on-the-ground initiatives that can effectively counter the tide of violent extremism. It is through these grassroots efforts that community resilience is fortified, contributing significantly to the socio-economic development that underpins long-term security and peace.

Recognizing the indispensable role of CSOs, the UNODC's Call for Proposals aims to strengthen these partnerships, encouraging CSOs to lead innovative projects that address the complex facets of violent extremism. This initiative aspires to harness the collective strengths of diverse stakeholders, fostering resilient communities united in their stand against extremism. Through strategic collaboration, capacity building, and inclusive dialogue, the goal is to pave the way towards sustainable peace and security, all while upholding the principles of human rights and the rule of law.

The urgency to address these crises collectively has never been more pronounced, necessitating an integrated project design that benefits all actors involved in the prevention and countering of violent extremism. This includes government bodies, vulnerable groups, and civil society organizations. Civil society, in particular, is widely acknowledged as a cornerstone in counter-terrorism and preventing violent extremism (PVE) efforts. As highlighted by the United Nations General Assembly's UN Global Counter-Terrorism Strategy, civil society stakeholders are uniquely positioned to amplify the impact of practical, innovative, and sustainable measures through their unparalleled reach within communities. By translating global strategies into local realities, they hold the key to enacting meaningful and lasting change.

The UNODC in collaboration with National Counter Terrorism Authority (NACTA) with the financial support of EU is calling for proposals, the objective is to reinforce partnerships and cooperation with civil society organizations and non-State actors, while supporting them in delivering innovative projects, disseminating lessons learned and communicating best practices to prevent violent extremism.

### Objectives

This Call for Proposals takes into consideration the importance of harnessing all available resources towards the implementation of activities aimed at meeting the objectives of this Grants programme.

The main objectives of this Grants programme are:

* Fostering innovative approaches and initiatives to prevent violent extremism and promote peacebuilding efforts within communities.
* Strengthening the capacity of civil society organizations and grassroots initiatives to address the underlying factors contributing to violent extremism.
* Promoting social cohesion, inclusivity, and resilience among communities vulnerable to radicalization.

### Thematic focus and priority issues

This Call for Proposals is addressed to not-for-profit organisations working to foster broad-based community resilience and inclusive engagement as foundational strategies in preventing and countering violent extremism (P/CVE), leveraging digital space, artificial intelligence, intercultural dialogue, peace building and inclusive societies. The main target groups and beneficiaries will be civil society organisations, women and youth-led organizations, academic institutions, think tanks, cultural and religious associations.

Grant funding under this Call for Proposals shall be provided to projects that contribute to one of the following:

* Strengthen youth engagement and resilience in preventing violent extremism.
* Enhancing policy coherence and coordination for effective PVE.
* Promoting positive narratives and countering extremist ideologies.
* Providing support to and/or promoting empathy and social inclusion of victims of violent extremism.

### Location

Project activities are expected to be implemented in Pakistan. There is no specific restrictions in relation to the geographical scope, allowing organizations from across the country (Pakistan) to participate and contribute to the objectives outlined in the call.

### Duration

All activities financed by this Grants programme must be implemented with a period not exceeding 6-10 months and are expected to start in August 2024.

### Fundamental principles

Grant applicants are expected to consider the following fundamental principles in designing their grant project proposals:

* Empower individuals, especially youth and victims of extremism.
* Sustainable practices to ensure long-term effectiveness in preventing violent extremism.
* Leveraging technology to address the challenges of preventing violent extremism.
* Transparency and ethical conduct throughout the project lifecycle for responsible resource management.
* Partnership, collaboration or cooperation with other stakeholders
* Project design with the potential for replication
* Promoting gender diversity

### Award amounts

The Proposals with budgets ranging from USD 50,000.00 to USD 60,000.00 will be considered for award. Please note that value for money will be assessed as a part of the rating criteria.

As a general rule in UNODC, awards should normally not exceed a monetary limit of 25% of the entity’s annual income. This limit will be checked when making the final decision. UNODC in collaboration with NACTA gratefully acknowledge the financial support provided by the European Union.

## ELIGIBILITY CRITERIA

### Eligibility of applicants

In order to be eligible for funding, applicants **must**:

* be a non-profit making organisation (CSOs including NGOs, CBOs) registered under the relevant Laws of Pakistan;
* have been registered not less than two (2) years;
* be directly responsible for the preparation and management of the project, i.e. not acting as an intermediary;
* demonstrate prior experience of at least two years implementing activities in one of the areas mentioned in the Thematic area section ( see section 1.2)
* have a bank account.

### Eligibility of projects

Only projects aimed at achieving the objectives, focusing on the priority issues and meeting all other requirements as outlined above are eligible for funding under this Call for Proposals.

Projects should be time-bound (have discernible start and end dates), and have a specific, finite objective that does not require further funding to sustain results over time. Costs, activities and beneficiaries of the proposed project must be distinguished from those relating to the applicant’s other operations.

The following types of project proposals are **not eligible** for funding:

* Project proposals concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences, or congresses
* Project proposals concerned only or mainly with individual scholarships for studies or training courses
* Credit or loan schemes
* Debts and provisions for losses or debts
* Project proposals which consist exclusively or primarily of capital expenditure e.g. land, buildings, equipment, vehicles, etc.
* Project proposals which discriminate against individuals or groups of people on grounds of their gender, sexual orientation, religious beliefs, or lack of them, or their ethnic origin
* Scholarships, sponsorships and school fees
* Cash donations
* Political party and religious activities
* Project proposals which provide funding for terrorist activities

### Eligibility of project costs

The categories of costs considered as eligible and non-eligible are indicated below. The budget is both a cost estimate and a ceiling for "eligible costs". Note that the eligible costs must be based on real costs based on supporting documents. Costs that do not appear realistic may be rejected.

It is therefore in the applicant's interest to provide a **realistic and cost-effective budget**.

Eligible direct costs

To be eligible under this Call for Proposals, costs must be directly verifiable and traceable to the activities being implemented.

Administrative costs

Administrative costs, i.e. such that are incremental to an entity as a result of undertaking funded activities may be eligible for flat-rate funding fixed at not more than 10 per cent of the total amount requested.

Contributions in kind

Contributions in kind are not considered actual expenditure and are not eligible costs for reimbursement.

Ineligible costs

The following costs are **not eligible**:

* Debts and provisions for losses or debts;
* Interest owed;
* Salary top-ups and similar emoluments to government employees
* Items already financed in another framework, i.e. existing capacity should not be included in the budget;
* Purchases of land or buildings;
* Currency exchange losses;
* Taxes, including VAT, unless the Beneficiary (or the Beneficiary’s partners) cannot reclaim them and the applicable regulations do not forbid coverage of taxes;
* Credit to third parties;

## APPLICATION PROCEDURE

Applicants are to submit a full project proposal which will be reviewed by Board of Governance.

### UN Partner Portal

All applicants must be registered and have a complete and up to date profile on the [UN Partner Portal](https://www.unpartnerportal.org/landing/).

Applicants that are not yet registered should do so by following the instructions at <https://www.unpartnerportal.org/landing/register>. Please note that UNODC will only consider the profiles of shortlisted applicants for verification under this call for proposals.

Applicants who have previously registered should review and update their profile as necessary.

All applicants should ensure that their profile is complete and includes:

* A copy of original registration (and re-registration if applicable) certificate as evidence for legal credentials of the organisation and registration by 10th June 2024
* Audited organisational financial statements for the last two fiscal years. In the absence of audited statements, other official documents, signed by an authorised representative and demonstrating annual income will be accepted;
* Completed PSEA partner self-assessment

### Application forms

Full project proposals must be submitted in accordance with the instructions in the full project proposal application form.

All applications must be in English.

Hand-written applications will not be accepted.

Due care must be taken to complete the application form. Any error or major discrepancy related in the application form (e.g. the amounts mentioned in the budget are inconsistent with those mentioned in the application form) may lead to rejection of the application.

Clarifications will only be requested if information provided is unclear, and prevents objective assessment of the application.

Please note that only the application form and the completed annexes will be evaluated. It is therefore of utmost importance that these documents contain ALL relevant information concerning the project.

### Documents to be submitted for application

The following documents must be submitted as part of the application:

* Project proposal application form (template provided);
* Project budget (template provided);
* Partner declaration- signed (template provided)

Further documentation may be required from provisionally selected applicants.

Documents may limited be checked for truthfulness and accuracy of representation through various means, including but not to internet searches, formally official confirmation from responsible offices, letters of recommendation, etc.

### Where and how to send the application

The completed application form should be submitted in Word or PDF format. The completed budget template should be submitted in Excel or PDF format.

Applications must be submitted by email to unodc-network.cve@un.org, marked **Proposal submission related to P/CVE** in the subject.

Applications sent by any other means (e.g. by fax or by mail) or delivered to other addresses will not be considered under this Call for Proposals.

Incomplete applications will be rejected.

### Deadline for submission of applications

The deadline for the submission of full project proposals is **10th June 2024, 23:59,** GMT +05:00as evidenced by the date of receipt of submission email. Any application submitted after the deadline will be automatically rejected.

## EVALUATION PROCEDURE

### Eligibility assessment

All applications will be examined and evaluated by a technical evaluation team. In a first step the eligibility of the applications will be assessed as follows:

* Has the submission deadline been respected?
* Has the applicant created a complete profile on the [UN Partner Portal](https://www.unpartnerportal.org/landing/) (see 3.1 for details)
* Has the correct application form been duly filled and are all requested documents attached to the application.
* Does the application meet all the eligibility criteria as mentioned in section 2 above?

If the first assessment of the application reveals that any of the above questions are negative the application may be rejected solely on that basis and the application will not be evaluated further.

### Technical assessment of full project proposals

The quality of the project proposals will be assessed in accordance with the evaluation criteria set out in the evaluation grid below. Each subsection will be given a score in accordance with the following guidelines: 0 = information not provided, 1 = poorly meets the criteria; 2 = partially meets the criteria; 3 = adequately meets the criteria; 4 = satisfyingly meets the criteria; 5 = entirely meets the criteria.

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| **Evaluation criteria** | **Weighting** |
| **1. Capacity of the Organization** | **20** |
| 1.1 The organization demonstrates a history of supporting initiatives aimed at enhancing community resilience and fostering inclusive engagement to counter and prevent violent extremism (P/CVE). | **10** |
| 1.2 The organization has adequate experience in project management. There is evidence of successful delivery of projects, funded by a range of donors, over a minimum of two years. | **10** |
| **2. Quality of the Project Proposal** | **60** |
| 2.1 The proposed project provides a clear and well-judged response to the objectives and thematic focus (see 1.2) of this partner programme | **10** |
| 2.2 The proposed project focuses on to foster broad-based community resilience and inclusive engagement as foundational strategies in preventing and countering violent extremism (P/CVE). (see 1.2) | **5** |
| 2.3 The proposed project focuses on the priority activities of this partner programme (see 1.2) | **5** |
| 2.4 The project logically responds to a clearly articulated need. The proposed activities are clearly described and evidence-based. | **5** |
| 2.5 The target beneficiaries have been clearly identified and quantified. | **5** |
| 2.7 The project is likely to achieve a positive and lasting impact on the target population. | **5** |
| 2.8 The proposed activities and workplan are clearly defined | **5** |
| 2.9 The proposal demonstrates knowledge of current provision for the target population; and presents a viable approach to working in partnership with other stakeholders. | **5** |
| 2.10 Appropriate risk and mitigation measures have been clearly identified. | **5** |
| 2.11 The monitoring and evaluation plan is viable. | **5** |
| 2.12 The proposal demonstrates cultural sensitivity and responds to gender-specific needs. | **5** |
| **3. Value for money** | **20** |
| 3.1 Economy – proposed costs are necessary and realistic; Efficiency - proposed costs are proportionate to proposed activities; and Effectiveness – proposed activities are likely to achieve positive results | **20** |
| **Maximum total score** | **100** |

## APPROVAL AND AWARD

Applicants are informed in writing of UNODC’s decision concerning their application.

The following documents will be signed as part of the agreement between UNODC and funding recipients:

* Partner agreement based on the standard UNODC agreement clauses.
* Project Proposal
* Project Budget

## INDICATIVE TIMETABLE

|  |  |
| --- | --- |
|  | Date |
| Deadline for submission of full project proposals | 10th June 2024 |
| Estimated start date /project implementation | August 2024 |

## SUPPORT FOR APPLICANTS

Interested applicants may submit any requests for clarification in writing to [unodc-network.cve@un.org](mailto:unodc-network.cve@un.org) by 15 May 2024.

UNODC will prepare written responses to timely clarification requests and will publish these for the information of all potential application at <https://nacta.gov.pk/call-for-proposals-faq/> by 20th May. The sources of requests will not be included.

PARTNER DECLARATION

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| To be completed by partner organization |

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| **Full name of partner organization (hereinafter “organization”)** |  |
| **Acronym** |  |
| **Type of organization** | National NGO  International NGO  Community-based organization  Academic institution  Government entity  Other |
| **Headquarters location (***City and country)* |  |
| **Date and Place of registration** |  |
| **Address of partner organization** |  |
| **Primary contact person** |  |
| **Telephone number** |  |
| **Email address** |  |

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| *Provide the following attachments (or internet links)[[1]](#footnote-1):*   * *Copy of legal registration certificate* * *Annual audited financial statements of last two years* |

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| **Compliance requirements:**  The signatory confirms that he/she/they is a representative of the organisation authorised to sign this form, and represents, on behalf of the organization and to the best of his/her/their knowledge, and to the best of the organization’s knowledge, the following: | **YES/NO** |
| 1. The organization, including any of its members and personnel, or any of its affiliated or partner individuals or entities, are not subject to sanctions adopted by the UN Security Council (UNSC) under Chapter VII of the Charter of the United Nations, or listed or belonging to listed categories determined by relevant UNSC Committees on Sanctions.  The organization further has not supported and does not support, directly or indirectly, individuals or entities subject to or associated with individuals or entities falling under UNSC sanctions or any person or entity involved in any other manner in activities that are prohibited by a resolution of the UN Security Council adopted under Chapter VII of the Charter of the United Nations. (For a list of persons, entities or groups of individuals under sanctions, see the consolidated UNSC sanctions list at [scsanctions.un.org/oq371en-all.html](https://scsanctions.un.org/oq371en-all.html)). | Choose an answer |
| 2. The organization including persons having powers of representation, decision-making or control over the organization or any member of its administrative, management or supervisory body(ies), are not currently or have not in the past been suspected of, charged with or found guilty of, corrupt, fraudulent, or other criminal activities, comprising being complicit in such activities, nor have any of them engaged in unethical activities; and they are not or have not in the past been involved with any person or entity suspected of criminal conduct, or having engaged in unethical conduct. | Choose an answer |
| 3. The organization and its management, are in particular not involved in or otherwise associated with any of the following:  a. money laundering or the financing of terrorism;  b. terrorist offences or offences linked to terrorist activities.  c. sexual exploitation and abuse  d. child labour, forced labour, human trafficking;  e. crimes under international law including genocide, crimes against humanity and war crimes. | Choose an answer |
| 4. The organization’s financial affairs are not under the administration of a court, or other similar constituted body established by a national or international court and is not a defendant in a litigation initiated by its creditors. | Choose an answer |
| 5. The organization, including persons having powers of representation, decision-making or control over the organization or any member of its administrative, management or supervisory body(ies), is not declared bankrupt, involved in bankruptcy or receivership proceedings and there are no judgment or pending legal action of such nature against the organisation. | Choose an answer |
| 6. The organization, including persons having powers of representation, decision-making or control over the organization or any member of its administrative, management or supervisory body(ies), is not in breach of its obligations relating to the payment of taxes and social security contributions in accordance with the legal provisions of the country in which the organization is established or those of any other country in which it operates. | Choose an answer |
| 7. The organization is not in breach, of any of its contractual obligations subsequent to any procurement or award procedures financed by or through the United Nations, as well as its specialized institutions and comprising its agencies, funds and programmes and it is not involved in legal proceedings or disputes with any of them. | Choose an answer |
| 8. The organization has not engaged, and it does not condone or tolerate from its employees, personnel, contractors and sub-contractors discrimination against any person or group including in terms of their race, sex, sexual orientation, gender, language, religious or political opinion, nationality, ethnic or social origin, property, health, disability, birth, age or other status. | Choose an answer |
| 9. The organization confirms that all its employees, personnel, contractors and sub-contractors are informed of the UN zero tolerance policy on Sexual Exploitation and Abuse (SEA) as outlined in ST/SGB/2003/13 (<https://undocs.org/ST/SGB/2003/13>) and, with reference to Section 6 of the ST/SGB, the organisation confirms that it accepts these standards in relation to its activities and its personnel. | Choose an answer |
| 10. The organization’s employees, personnel, contractors and sub-contractors are screened for involvement or alleged involvement in SEA or violations of human rights. | Choose an answer |
| 11. The organization’s employees, personnel, contractors and sub-contractors have completed the UN SEA training (<https://agora.unicef.org/course/info.php?id=7380>) or an equivalent training. | Choose an answer |
| 12. The organization undertakes to inform the UN without delay of any changes in the situations declared above. And confirms that noncompliance with this requirement may render the organization ineligible for current and as applicable future partnerships with the UN. | Choose an answer |

This Declaration is in addition to, and does not replace or cancel, or operate as a waiver of, any terms of the agreement or other arrangements between the UN and the organization.

I, the undersigned, certify that the information provided above is true and accurate to the best of my knowledge and that it was prepared with the informed consent of all parties involved.

|  |  |
| --- | --- |
| **Title** |  |
| **Name** |  |
| **Date** |  |
| **Signature (of person submitting this declaration)** |  |

**PROJECT PROPOSAL APPLICATION FORM**

|  |  |  |
| --- | --- | --- |
| **CHECKLIST** | YES | NO |
| Profile created and/or updated in the UN Partner profile |  |  |
| Project proposal (Word or PDF Format) |  |  |
| Project budget (Excel or PDF Format) |  |  |
| Signed declaration |  |  |

**Project Proposal**

1. **CAPACITY OF THE ORGANISATION**

**1.1 Applicant details**

|  |  |
| --- | --- |
| **Name of APPLICANT** |  |
| **Partner ID (for all applicants with a verified UN Partner Portal profile)** |  |
| **Address of APPLICANT** |  |
| **Type of institution** | *Non-governmental organization (NGO); Community-based organization (CBO)* |
| **Date of registration** |  |
| **Place of registration** |  |
| **Website** |  |
| **Headquarters location** | *City and country* |
| **Primary contact person** |  |
| **Telephone number** |  |
| **Email address** |  |

**1.2 Prior experience in implementing similar activities**

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| **Number of years** implementing activities related to community resilience and inclusive engagement |  |

*Please provide a description of up to three recent projects through which the applicant has fostered community resilience and inclusive engagement.*

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| --- | --- |
| **Project 1** | |
| Name of the project |  |
| Description of the project |  |
| Name of donor |  |
| Location |  |
| Duration |  |
| Total cost |  |
| Number of staff involved |  |
| Results |  |

|  |  |
| --- | --- |
| **Project 2** | |
| Name of the project |  |
| Description of the project |  |
| Name of donor |  |
| Location |  |
| Duration |  |
| Total cost |  |
| Number of staff involved |  |
| Results |  |

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| **Project 3** | |
| Name of the project |  |
| Description of the project |  |
| Name of donor |  |
| Location |  |
| Duration |  |
| Total cost |  |
| Number of staff involved |  |
| Results |  |

1. **APPROACH**

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| **Project title** |  |
| **Amount requested from UNODC in USD** |  |
| **Location of the project** |  |
| **Project dates** |  |

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| **2.1 Project summary** |
| Please describe the proposed project, and the way in which it responds to the objectives and thematic focus (see Call for Proposals 1.2) of this grants programme |
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| **2.2 Context Analysis/problem description** |
| Please describe the context in which violent extremism occurs in the target area, including key socio-economic, cultural, and political factors contributing to radicalization and violent extremism. Highlight any existing efforts to counter these challenges. |
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| **2.3 Specific objective(s) of the project** |
| Please define objectives that are specific, measurable, achievable, relevant and time-bound |
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| **2.4 Methodology** |
| Please describe the project methodology; and specifically which of the priority indicative themes (see Call for Proposals 1.2) will be utilised |
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| **2.5 Beneficiaries** | |
| Please provide information on the targeted beneficiaries – including vulnerable and at-risk groups. | |
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| ☐ Youth at risk of radicalization |  |
| ☐ Women vulnerable to exploitation by violent extremist groups |  |
| ☐ Former members of violent extremist groups |  |
| ☐ Families of individuals affected by violent extremism |  |
| ☐ Religious or ethnic minorities susceptible to marginalization |  |
| ☐ Community leaders and influencers |  |
| ☐ Educators and school personnel |  |
| ☐ Law enforcement and security personnel |  |
| ☐ Media professionals and social media influencers |  |
| ☐ Refugees and internally displaced persons (IDPs) |  |
| ☐ Others. Please specify: Click or tap here to enter text. |  |

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| **2.6 Staff involved in the project** |
| Please provide information on the number of staff involved in the project activities and describe their roles and responsibilities. |
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| **2.7 Monitoring and evaluation plan** |
| Please describe the proposed monitoring and evaluation plan for the project |
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| **2.8 Risks and mitigation measures** |
| Please identify the main risks for project implementation and describe the measures put in place to mitigate them |
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| **2.9 Role key stakeholders** |
| Please describe how the applicant will work in partnership with other entities, including governments |
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| **2.10 Expected results of the project** |
| What are the expected outcomes and impacts of your project on preventing and countering violent extremism in the targeted community or area? Please specify measurable results linked to the project's themes. |
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1. **Workplan**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Expected results** | **Main Planned activities** | **Implementation period (months)** | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
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1. NB: Civil Society Organizations (CSOs) to create their profile on [UN Partner Portal](https://www.unpartnerportal.org/landing/register/) and upload these documents. [↑](#footnote-ref-1)