Invitation for Proposals (to be issued by UNFPA)

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| UNFPA, United Nations Population Fund, an international development agency, invites qualified organizations to submit proposals for **providing a platform to mobilize demand of vulnerable youth to advocate their voices and enhance their engagement according to the Prevention and Alleviation of Adolescent Pregnancy Act (2016) and the 2nd National Children and Youth Promotion Act (2017)**  The purpose of the Invitation for Proposals is to identify eligible non-governmental organizations for prospective partnership with UNFPA Thailand Country Office to support achievement of results outlined in the 11th Country Programme (2017-2021) or 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:  UNFPA Thailand Country Office mailing [*thailand.office@unfpa.org*](mailto:thailand.office@unfpa.org)  By **Wednesday,** **8 April 2020**  Proposals received after the date and time may not be accepted for consideration.  Applications must be submitted in English.  Any requests for additional information must be addressed in writing by 1 April, 2020 at the latest to Valeeporn Sinsawasdi, Programme Associate at sinsawasdi@unfpa.org. UNFPA will post responses to queries or clarification requests by any NGO applicants who submitted, on UNFPA Thailand website before the deadline for submission of applications.  UNFPA shall notify applying organizations whether it is considered for further action. |
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| **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 Thailand | In Thailand, UNFPA works with the government and other partners to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled. The organization’s Strategic Plan (SP), 2018-2021 indicates the following four outcomes focusing on 1) sexual reproductive health and rights, 2) adolescent and youth empowerment, 3) gender equality and women’s empowerment and 4) population data for development. The SP is designed in alignment with 2030 agenda. In UNFPA’s vision 2030, three people-centred transformative results are end unmet need for family planning, end preventable maternal deaths, and end gender based violence and harmful practices. Further information on the programme can be found on http://unfpa.org/Thailand |
| 1.3 Specific results | Within this framework and as set out in the 11th Country Programme Document (CPD11th, 2017-2021) working with government and other partners, UNFPA will contribute to achieve the following results:  The on-going CPD11th aims to reduce 25% of adolescent birth rate by 2021 with two outputs planned to contribute to the result. Output 1 on youth and adolescent, and Output 2 on population dynamics. For both outputs, young persons are the core target to be developed and invested so that they could become productive capital for the country. Two direct output indicators designed to achieve Output 1on adolescents and youth including:   1. *Number of youth representatives from National Children and Youth Council (NCYC) and youth organizations representing marginalized groups participated in the committee that oversees implementation of the National Children and Youth Development*. 2. *Recommendations on adolescent issues covering but not limited to reproductive health and right raised by youth representatives and adopted by the national committee responsible for the implementation of the National Children and Youth Development Act*.   Thailand issued the Act for Prevention and Solution of the Adolescent Pregnancy Problem (or the AP Act), B.E.2559 (2016), with clearly addressed in the Article 5 that an adolescent has right to make a decision by oneself and has the right to information and knowledge, right to reproductive health service, right to confidentiality and privacy, and right to social welfare provision, that are equal and non-discriminative, and its entitled to any other rights for purpose of this act accurately, completely and adequately. With UNFPA’s support on youth participation, a set of recommendations on better access to sexual and reproductive health and rights was raised by a representative of the NCYC as member of the AP Act committee to Minister of Public Health who acts as Chairperson of the National AP Act Committee in December 2019. These youth recommendations need to be followed up if any actions are being undertaken by relevant agencies in accordance to the Act.  In 2017, the 2nd revision of the 2007 National Children and Youth Development Act was issued. The Act states that establishment of the Children and Youth Council at district and sub-district level is to be undertaken. This has resulted in establishment of over 8,000 Children and Youth Councils throughout the country over the past three years. Article 30 of the Act specifies composition of the NCYC in which 38 of them are required to be selected from those representing vulnerable groups. Note that the NCYC has a total of 115 youth representatives from two youth representative groups: 1) appointment of 77 youth representatives for each province; 2) selection of 38 youth representatives from registered youth-based CSO. The CPD11th aims to support one-third of total civil society organization slots in the NCYC are from the marginalized groups. The next election of the new NCYC will be held in May 2020 for a two-year term. Yet, with the on-going COVID-19 situation at the present time, it is unknown if the next NCYC election can be held timely as planned. Due to unpredicted COVID-19 situation, some delay could be anticipated to have the new NCYC on board.  The selected partner then should be able to deliver the results contributing to UNFPA CPD11th specifically ensuring that one-third of the CSOs representing vulnerable youth groups are empowered to be able to voice their demand and increase their engagement on implementation of the National Children and Youth Development Act and the Prevention and Alleviation of Adolescent Pregnancy Act.  UNFPA CPD11th classifies the marginalized youth groups for the CPD11th as follows:   1. Young people, particularly adolescent girls in the two lowest quintiles or the bottom 40% 2. Adolescent girls aged 10-14 years old 3. Young people, particularly adolescent girls, discriminated based on their identity, ethnicity, and race, 4. Young persons with disabilities   To support implementation of the AP Act implementation with youth participation as stipulated in the Act, UNFPA, together with Department of Health of Ministry of Public Health and the Thai Health Promotion Foundation, has supported an NGO to implement a three year model development for youth empowerment in Chiang Mai during 2018-2020.  UNFPA Thailand Country Office is looking for a NGO to be an implementing partner for 2020-2021 to deliver results. The selected NGO should be able to draw more key actors and partners to perform the following tasks:   1. *Act as an implementing agency coordinating participation of vulnerable youth representatives of the NCYC Committee together with their peer networks to actively participate and voice their demand as well as to mobilize their actions on implementing the National Children and Youth Development Act keeping in mind issues related, but not limited to, implementation of the AP Act.*  * Coordinate and support vulnerable youth representatives to be able to develop and advocate for inclusive youth development according to the Act keeping in mind differences in their ages, gender, socio-economic, religion and culture, and disability status * Support coordination and provide capacity development to leverage engagement of vulnerable youth representatives as the committee members of the National Children and Youth Development Promotion Act * In collaboration with a youth development consultant hired by UNFPA, conduct mapping and engaging potential champions, advocacy platforms, or legislative bodies who will be able to act as change agents/champions to leverage inclusive engagement of vulnerable youth groups * In collaboration with a youth data specialist consultant hired by UNFPA, facilitate and coordinate collection of youth voices and demand to increase inclusive participation of vulnerable youth including but not limited to their concerns on sexual and reproductive health needs including their better access to condom use   *2) Perform as facilitator between UNFPA, youth groups and other key actors*   * Facilitate administrative and logistics with other related stakeholders for arrangement of events/meetings/workshops * Identify opportunities to enhance youth engagement on policy development as relevant * Take proper considerations and adopt the measures and responses following WHO and Ministry of Public Health’s recommendations on the COVID-19 responses when implementing the project with youth engagement.   With the above mentioned key interventions, following deliverables and results expected:  ***Results:*** By end of 2020-2021   1. Number of vulnerable youth represented in the National Committee on Children and Youth Development Act 2. All representatives of vulnerable youth groups elected for the NCYC held in 2020 and their peer supporters who are members of the NCYC are empowered to become the youth advocates on promoting inclusive youth participation in alignment to the National Children and Youth Development Act.   ***Deliverables:***  *Year 1: 2020*   1. A platform in place for advocacy and capacity development of vulnerable youth representatives through the newly elected NCYC so they are able to voice their demands and engaged as members of the NCYC Committee members.   *Year 2: 2021*   1. Voices and demands of vulnerable youth are mobilized and advocated to the committee for the NCYC Plan and Policy and other champions/change agents 2. Lessons learned documented and results of the initiative advocated |

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| **Section 2: Application requirements and timelines** | | |
| 2.1 Documentation required for the submission | The expression of interest shall include the following documentation:   * Copy of provisions of legal status of the NGO in Thailand [*Required to be eligible for review]* * Copy of provisions of legal status of the NGO in Thailand (for international NGOs) * 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 | 26 March 2020 |
| **Deadline for submissions of proposals** | **8 April 2020** |
| Deadline for requests of additional information/ clarifications | 1 April 2020 |
| Review of NGO submissions | 10 April 2020 |
| Notification of results communicated to NGO | 14 April 2020 |

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| **Section 3: Process and timelines** | | |
| 3.1 Review & evaluation of NGO submissions | Applications will be assessed by a review panel to identify organizations that have the required knowledge, skills, and capacity to support achievement of results *using criteria outlined in section 3.2 below*.  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. | |
| 3.2 Selection criteria | 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.  UNFPA Thailand Country Office will review evidence provided by the NGO submission and evaluate applications based on the following criteria:  NB: Any proposal not submitted in specified working language will be excluded from consideration. | |
| Governance & Leadership | * 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 | * 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 | * 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 | * The organization has systems and tools in place to systematically collect, analyse and use programme monitoring data |
|  | Partnerships | * The organization has established partnerships with the government and other relevant local, international and private sector entities. |
|  | Environmental Considerations | * 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)

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| 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. |

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| **Section A. NGO Identification** | | |
| A.1 Organization information | Organization name |  |
| Address |  |
| Website |  |
| A.2 Contact information | Name |  |
| Title/Function |  |
| Telephone |  |
| Email |  |
| A.3 Conflict of interest statement | 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? |  |

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| Section B. Overview of the organization |

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

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| B.3 NGO mandate and background | *Outline the organization’s mandate and field of work, and how it aligns to UNFPA’s mandate.* |
| B.4 Available expertise and specialists | *Outline the distinctive technical capacity of the organization to achieve results in the proposed programmatic area* |
| B.5 Experience in proposed area of work | *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 Thailand and prior experience with any organization of the United Nations* |
| B.6 Knowledge of the local context/ Accessibility to target population | *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)* |
| B.7 Credibility | *To what extent is the NGO recognized as credible by the government, and/or other key stakeholders/partners?* |
| B.8 Monitoring | *Outline the systems in place (policies, procedures, guidelines, and other tools) that systematically collect, analyse and use programme monitoring data* |

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| Section C. Proposal overview | |
| C.1 Programme title |  |
| C.2 Results to which the programme contributes | *Refer to Section 1.3 of the Invitation for Proposal* |
| C.3 Proposed programme duration | *From MM/YYYY to MM/YYYY* |
| C.4 Proposed Programme budget | *Please attached budget details to implement this programme* |
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| Section D. Proposed interventions and activities to achieve intended results | |
| D.1 Programme Summary | *This section should provide a brief summary of the programme.*  *It should include a problem statement, the context and the rationale for the Programme:*   * *Overview of the existing problem;* * *How the problem is linked to global/regional/national priorities and policies; and* * *The relevance of the programme in addressing problem identified* |
| D.2 Organizational background and capacity to implement | *This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.* |
| D.3 Expected results | *“What” this programme will achieve - programme objectives and expected results* |
| D.4 Description of activities and budget | *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.* |
| D.5 Gender, Equity and Sustainability (optional) | *Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations* |
| D.6 Environmental impact | *Outline the likely environmental impact of the programme, if any.* |
| D.7 Other partners involved | *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* |
| D.8 NGO contribution | *This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)* |
| D.9 Additional documentation | *Additional documentation can be mentioned here for reference* |

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| Section E. Programme Risks and Monitoring | |
| E.1 Risks | *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).* |
| E.2 Monitoring | *This section briefly outlines the monitoring activities* |

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| 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: |  |