



**Governance Commission**  
**Strengthen Transparency, Accountability, Oversight and**  
**Participation (STAOP)**



**Call for Proposals to CSO to Implement Public Awareness**  
**and Advocacy Campaigns on Transparency, Integrity and Accountability Issues**  
**in Liberia**

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## **Background**

The chaos of the wartime economy in Liberia provided significant opportunities for rent-seeking behavior as ordinary people resort to corruption to deal with the hardships of war. Private gain became undeniably attractive when facing the uncertainties and opportunities of the transitions from war to peace. What should have been a blessing for the Country, Liberia's natural resources have become a major source for rent-seeking and therefore create contestations among domestic stakeholders.

For instance, according to Afro Barometer's People and Corruption: Africa Survey 2015 Global Corruption Barometer; More than 80% percentage of Liberian surveyed said corruption has increased a lot or somewhat over the past 12 months. Meanwhile, nearly seven-in-ten Liberian said they had paid a bribe and a large proportions of Liberian think that their public sector institutions are affected by high levels of corruption and on average across each of the public sector groups<sup>1</sup>, half of the Liberians surveyed or more said that they thought most or all are corrupt. Across the country, poor people are twice as likely as rich people to have paid a bribe, and in urban areas they are even more likely to pay bribes.

Liberia has ratified the UN Anti-corruption and Convention (UNCAC) and the African Union Convention on Preventing and Combating Corruption. Upon entering office, President Sirleaf Johnson vowed to uphold the Government of Liberia's commitment to Governance and Economic Management Program that was set up by the international community, noting in her 2006 Inaugural address that Corruption erodes faith in government because of the mismanagement and misapplication of public resources. It weakens accountability, transparency and justice... If we are to achieve our development and anti-corruption goals, we must welcome and embrace the Governance and Economic Management Program... working with our international partners... to deal with the serious economic and financial management deficiencies in our country.

Beyond the setting up of the required Institutional frameworks, legislative guides and other processes prescribed by the UNCAC, the Government of Liberia has taken concrete steps to put in place mechanisms that will protect Liberia's revenue streams and strengthen public financial management through the centralization of revenue within the Ministry of Finance and disbursing funds through controller-monitored government accounts maintained at the Central Bank of Liberia.

The Government has also reformed the procurement process; by establishing a special public Procurement and Concessions Commission which started off with a mandate of expanding the

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<sup>1</sup> The public sector groups refer to the president's office, members of parliament, government officials, tax officials, the police, judges and magistrates and local government councillors.

competitive bidding process for contracts, monitoring resource flows associated with natural resource usage, joining the Kimberley Process for certifying diamonds and the Extractive Industries Transparency Initiative but has now been expanded to facilitated transparency in all public procurements including concessions, contracts and licensing.

Despite these achievement, in her State of the Nation Address 2017, the President acknowledged that more work has to be done to fight corruption in Liberia. To this end, UNDP's STAOP programme, aims to support the achievement of the Agenda for Transformation and the objectives of the UN Development Assistance Framework for Liberia (2012-2017) which prioritizes strengthening governance and promoting transparency and accountability. It aims to contribute to government and other actors' efforts to strengthen corruption prevention, transparency and accountability in Liberia as well as provide support to both state institutions and civil society organizations to increase transparency and accountability in governance processes.

### **Rationale**

The STAOP Programme is an ongoing intervention aimed at strengthening transparency, accountability, oversight and participation in Liberia. Experience from a pilot intervention in 2016 in which UNDP through its **RSCA-PIF Support to Liberia** provided small grants to three CSOs to pilot awareness raising around accountability issues shows that when properly engaged and given the space CSOs can serve as the key drivers in corruption prevention. In view of the foregoing UNDP is sending out this call for proposals to CSOs with relevant experience and qualification in accountability, transparency and integrity issues to submit their technical proposal as indicated below.

### **What we support with this project?**

Actions under this call for proposal should focus on the main topic of the project to implement Public Awareness and Advocacy Campaigns on transparency, accountability, integrity issues in Liberia.

Applicant organizations may choose any type of the actions listed below. Applicants are encouraged to apply creative ways when designing their public awareness and advocacy campaigns. Identified actions are as follow:

- ✓ Debates, lectures, presentations at local public events (conferences, workshops, seminars, roundtable discussions) related to accountability, integrity and transparency issues;
- ✓ Launch of public awareness and advocacy initiatives on media platforms (Local Radios, TV, Websites and newspapers) aimed at enhancing public understanding on accountability, integrity and transparency issues;
- ✓ Print and online publications (leaflets, brochures, posters, web content, etc.) to raise public awareness on accountability, transparency and integrity issues services;
- ✓ Establishment and expansion of university integrity clubs;
- ✓ Convening public forums to discuss issues about open expenditure initiatives;
- ✓ Development and use of social media distribution tools to raise public awareness, strengthen public support for advocacy campaigns on accountability, integrity and transparency issues;
- ✓ Hold Open Budget and Open Expenditure Town halls meetings and research at local and county level ( On Education, Water, and Health);
- ✓ Organize Inter university debate-competition on anti-corruption- (National);

- ✓ Organize befitting events to complement the observance of International Anti-Corruption Day
- ✓ Ensure that all events organized capture Gender involvement and participation;
- ✓ Capacity building and empowerment of other CSOs for the project sustainability.

### **Who can apply?**

This call invites civil society organizations specializing in media, public awareness and advocacy with relevant experience in accountability, integrity and transparency issues to submit proposals.

CSOs can apply, only if they are legally registered and meet the following definition: they are established as a legal entity having a non-commercial purpose; they are independent of any local, regional and national governments, any public entities, political parties, religious institutions and commercial organizations. CSOs are eligible for this call if they have been actively operating according to their founding document for at least 3 years prior to submitting the proposal.

### **Eligibility Criteria:**

Preferably a Local Non-Governmental Organization with:

- Consultants with University degree in Project Management, Communications, social sciences and development studies, etc.
- Minimum of five (5) years' experience in public awareness and advocacy utilizing participatory methodologies especially working with integrity institutions.
- Registered and resident in country with extensive networks and collaboration with other local CSOs across the country
- Knowledge of the governance sector of Liberia
- Evidence of high level of conceptual and analytical thinking skills.
- Excellent report writing skills.
- Professionalism and integrity
- Previous UN experience would be an advantage

### **Duration of the actions for the project**

The duration of the public awareness and advocacy campaigns can be from 6 to 9 months.

Activities can start on the day of the contract. The United Nations Development Programme (UNDP) Liberia (Strengthen Transparency, Accountability, Oversight and Participation Project) will sign the contracts with the successful CSO.

### **What is the application procedure?**

Applications and full technical proposals should be submitted (in English language) to the UNDP Registry, and via (choose appropriate box).

E-mail: bids.lr@undp.org

Courier mail or by Hand on the following address;

Address: United Nations Development Programme  
Registry 6th Floor, Pan African Plaza, Sinkor, 1<sup>st</sup> St  
Monrovia, Liberia  
Attn: Aicha Cherif  
Head of Procurement

**And Marked: Call for Proposals to CSO to Implement Public Awareness and Advocacy Campaigns on Transparency, Integrity and Accountability Issues**

**The deadline for submitting the applications is March 31, 2017 at 11:00 AM.**

Additional documentation and information may be requested from the applicant during the evaluation process.

The decision by the evaluation team is expected in Early to Mid-April 2017.

**How to apply?**

The application consists of three parts: the Technical proposal and CSO Profile, Budget Plan and the Supporting Documents.

**1) The Technical Proposal and CSO Profile**

Applicants are to submit a fully completed CSO Profile with their contact data and a brief description of how is the understanding of the project. In this part, civil society organization is requested to:

- ✓ list the activities to be implemented and the methods to achieve their goals;
- ✓ outline the expected measurable/tangible results;
- ✓ describe the visibility tools to inform the public about the actions and their impact.

**Timeline projection**

Applicants should demonstrate their plans for timing the activities.

**Experience and capacity references**

Applicants must prove their professional experience and organizational capacities to implement the proposed actions and therefore are required to provide a short description of the organization and list maximum three projects/actions carried out over the past years.

**2) Budget plan**

Applicants are requested to submit their budget plan of direct expenses related to the action.

Eligible costs are the expenses directly related to the proposed activities. All project expenses must be calculated in USD. The budget narrative should describe the justification of the costs presented in the budget.

Eligible direct costs can be:

- costs of staff assigned to the project (salaries);
- travel/accommodation costs related to events;
- rental costs for equipment and supplies for the project activities;
- costs of services - organization of events, costs of communication, IT services, printing, publication, translation, rent of event venues, meetings and other services directly related to the proposed actions;
- visibility and distribution items related to the activities (DVD, print paper, pens, etc.).

The purchase of any equipment is a non-eligible cost. Justifiable indirect costs are also eligible (for example office rent, utilities, banking and book-keeping fees, etc.), but the ratio of such administrative costs should not exceed 7 percent of the total direct costs. Although these indirect costs do not have to be itemized, they will have to be accounted in the books of the organization according to the general rules of book-keeping. Budget plan shall reflect these costs accordingly.

### **3) Supporting documents of eligibility**

Applicants should enclose copies of the following documents to demonstrate their eligibility under this call:

- copies of the founding document (Articles of Incorporation and Accreditation Certificates) and the registration of the organization;
- copy of the latest annual report with the financial statement;
- statement by the legal representative on the financial and legal situation of the applicant organization

These copies should be signed by the legal representative of the organization and their scanned versions should be enclosed as a part of the application.

### **What is the evaluation procedure?**

After the submission of proposals, applications are pre-screened for formal eligibility. After this pre-screening, an evaluation committee will assess the applications. The evaluation committee may request additional information about the applicant or the proposed action.

A proposal can receive a maximum score of 100 from each of the evaluators. The final score of a proposal will be the average of the total scores reached.

Evaluation criteria	Scores	
		Sub-Total
<b>1. Relevance of the action for the core subject of the project</b> a) how relevant is the proposal to the objectives and priorities of the Call for Proposals b) how relevant is the proposed action locally c) how clearly defined and strategically chosen are the stakeholders (type of stakeholders, their constituencies, reach-out)	10 5 5	<b>20</b>
<b>2. Capacity of the applicant organization</b> a) reference projects/campaigns reflecting the knowledge of issues b) relevant record of project management capacities (staff, equipment, ability to handle the budget for action) c) Most recent Annual Report	5 5	<b>10</b>
<b>3. Design of the actions</b> a) how coherent is the overall design of the action? b) does it build on the identified actions of the project; c) does it take into account external factors and potential risks?	5 5 5	<b>15</b>
<b>4. Effectiveness and feasibility of the action</b> a) are the activities proposed appropriate, practical, and consistent with the objectives and expected results? b) is the action plan clear and feasible? c) does it contain creative use of various advocacy tools? d) does the proposal contain monitoring and evaluation of the outcome?	5 5 5 5	<b>20</b>
<b>5. Reasonable budget and timeline</b> a) are the activities appropriately reflected in the budget? b) is the ratio between the estimated costs and the expected results satisfactory?	5 5	<b>10</b>
<b>6. Sustainability of the action</b> a) is the action likely to have a tangible impact on its target groups? b) is the proposal likely to have multiplier effects? (Including scope for replication and extension of the outcome of the action and dissemination of information) c) are the expected results of the proposed action sustainable: - institutionally ( <i>Will structures allowing the activities to continue be in place at the end of the action? Will there be local “ownership” of the results of the action?</i> ) - at policy level (where applicable) ( <i>what will be the structural impact of the action —e.g. will it lead to improved legislation, codes of conduct, methods, etc?</i> )	5 5 5	<b>15</b>
<b>7. Co-operation with other NGOs (ad hoc coalitions) locally and/or in the region</b>	10	<b>10</b>
<b>Total</b>	<b>100</b>	<b>100</b>

## **Contracts, reporting and final payments**

Qualified organization will receive the contract and after this, the Governance Commission (LDSP) will transfer the first installment of the allowance - 60% of the total amount - to the qualified CSO within 10 days.

The CSO is to submit a narrative and financial report according to the terms set forth in the contract. The final payment (40%) will be transferred after the final report is approved by the Governance Commission (Liberia Decentralization Support Program.)