



National Call for Proposal for Grant Submission by NGOs/CSOs in support of vulnerable and at risk community in Thailand in the context of COVID-19

within the framework of Project: “Strengthening socio-economic recovery, human security and resilience in Thailand in the context of the COVID-19 outbreak ensuring the Leave No One Behind and Safeguard progress made towards the SDGs”

Background

UNDP is the United Nations' lead development agency, working to support countries' work towards achieving the Sustainable Development Goals or SDGs. In Thailand, UNDP is working with the Royal Thai government, civil society, national partners, and the Thai public to find solutions to persistent development challenges.

Thailand is facing severe socio-economic effects of the global COVID-19 pandemic. The Bank of Thailand decreased the country's' 2020 GDP growth forecast from 2.8% expansion to 5.3 contraction – the worst performance since the Asian Financial Crisis in 1997. While the impact of COVID-19 is already affecting the whole society, those who are economically and socially vulnerable are hit the hardest. Individuals who are the most affected by the pandemic are those at risk of being left behind in development – including women, the elderly and youth, those who work in small and medium enterprises and marginalized, vulnerable groups, such as persons with disabilities (PWDs), LGBTI people, persons living with HIV, homeless persons, stateless individuals, or persons belonging to ethnic minorities. The country's poverty and inequality could rise drastically as the number of 'new poor' affected by COVID-19 are also expected to increase significantly. The conflict-affected southern border provinces of Thailand have been particular impacted by the pandemic, including challenges linked to food security.

As the crisis impacts individuals differently, the most vulnerable and at-risk groups are slipping further behind, and inequalities are pushed to new heights. It, in turn, represents significant challenges for Thailand to safeguard progress achieved towards the SDGs. Therefore, it is critical to adopt an inclusive, gender, and human rights-based approach to crisis response.

As part of the UN system, UNDP offers immediate assistance to the national COVID-19 response, to prepare for, respond to, and recover from this pandemic, ensuring no one is left behind while safeguarding the progress achieved towards the Sustainable Development Goals.

Consistent with WHO's “COVID-19 Strategic Preparedness and Response Plan”, the United Nations Partnership Framework (2017-2021) and the UNDP Country Programme Document for Thailand (2017-2021), a project “Strengthening socio-economic recovery, human security and resilience in Thailand in the context of the COVID-19 outbreak ensuring the Leave No One Behind and Safeguard progress made towards the SDGs” has been developed. The overall objective is to promote social and economic recovery and strengthen the community resilience of the Thai people – with a particular

focus on the vulnerable and at-risk group – ensure empowerment at both sub-national and national level, and in view of promoting SDG localization efforts.

Purpose of the Grant Contest

The grant activities will support gender-sensitive economic empowerment interventions, improved access to basic services, promote food security targeting the most vulnerable and impacted groups including youth, people with disability, ethnic minorities, the LGBTI community, victims of gender-based violence, and those in both the formal and informal sector with low income through partnerships with local Civil society organizations (CSOs), Non-governmental organizations (NGOs) across the country.

Funds will be allocated to those civil society organizations whose projects contribute to resolving one or more priorities explained below and meet quality criteria and other conditions.

In this regard, there are two areas of work that will be considered for awarding the grant.

Type-A	To support gender-sensitive economic empowerment interventions improved access to basic services, promote food security targeting the most vulnerable and impacted groups including youth, people with disability, ethnic minorities, the LGBTI community, victims of gender-based violence, and those in both the formal and informal sector with low income through partnerships with local Civil society organizations (CSOs), Non-governmental organizations (NGOs).
Type -B	To promote inter-community resilience, social cohesion, and food security in the conflict-affected southern border provinces of Thailand through livelihood support and improvement, civil society and people engagement, and technical support to local governments applying a conflict-prevention approach focused on strengthening social cohesion.

An interested organization can apply either one or two types of grants.

Applying organizations are expected to devise proposals on the most topical and challenging areas wherever most needed, which would offer practical solutions to achieve desired results, as explained below in the intervention areas. Applying organizations might consider the development of a CSO coalition/platform.

Areas of Intervention

The proposals may focus on the following two key areas

1. Gender-responsive ways of supporting targeted vulnerable group to mitigate the impact of the pandemic on their food security
2. Access to basic services, social protection, livelihoods, etc. through community resilience as well as innovative and nature-based solution (NbS).

Possible topics for grant projects include but are not limited to:

Type -A	- Assisting most vulnerable and at-risk communities through, for instance;
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	<ul style="list-style-type: none"> - Providing relief goods, basic necessities, and PPEs; and - Strengthening their livelihoods and resilience by supporting the establishment of social enterprises and community entrepreneurs through awareness-raising, training, and other related support.
Type -B	<ul style="list-style-type: none"> - Piloting social innovation for livelihood improvement at local communities; - Establishing network of food industry value chain to share information of food production and consumption at local communities; and - Enhancing capacities of local community for inclusive local planning and implementation.

The proposals should include a clearly articulated theory of change and demonstrate how the lasting impact in each area is expected to be achieved. Particular attention will be paid to the sustainability of proposed actions.

Who Can Apply

- Non-profit organizations that have at least four years of proven experience in project management, policy research, policy analysis, human resource development, service delivery and similar. Experience of managing of projects with comparable budget size within the last two years will be considered as an asset. Organizations should be registered in accordance with the legal requirements of the Government of Thailand and must be able to provide organization’s statute along with the debt certificate upon request.
- Although, not mandatory, CSOs are welcome to submit proposals as coalitions. In this case, main applicants must provide support letters from relevant co-applicants specifying the role of the co-applicant. In case of coalition, the main applicant shall have at least four years of proven experience in project management, policy research, policy analysis, human resource development, service delivery and similar (see above), whereas co-applicants shall have at least two years of proven experience in the similar areas.

Procedures of Grant Proposal Submission

Those wishing to apply for grant under this call for proposal should submit the followings:

1. Copy of the Registration of the Organization
2. Proposed Work Plan (See Annex A);
3. Budget Form (See Annex A).

IMPORTANT: Please send Grant Submission Form electronically in one file (pdf format) signed and scanned to the following email: LowValueGrants.th@undp.org The Results and Resources Framework (See Annex A) together with Budget Form (See Annex A) shall be submitted as separate documents electronically in Excel format. If additional clarifications required, questions can be sent to the same email address indicated above. Answers to questions will be provided within two working days.

Deadline for applications is **29 October 2020, 23:59 hrs Bangkok, Thailand**. Applications received after the deadline will not be considered.

Note: Consultation meeting with interested applicants will be held on **20 October 2020 (14:00 pm)** at the following address: UN Building, 12th Floor, Block A.

The minimum and maximum amount allocated for each grant is in the range of USD 20,000 (minimum) and USD 50,000 (maximum). Proposals with the project staff salary costs exceeding 25% of the total budget will be disqualified without further consideration. Co-funding and in-house contributions are strongly encouraged.

Eligible costs include honorarium/salary, workshops and trainings, rental, stationary and office equipment, printing and translation, creation of online tools and resources, and other costs directly related to this assignment.

Expenditures such as the infrastructure improvement, equipment, maintenance, utilities, overhead and similar costs are ineligible for this grant proposal.

Project Implementation Timeframe

Implementation period for approved projects shall not exceed six (6) months, counted from the date of the contract signature to the date when all relevant activities have been successfully completed.

Selection Process

Decisions on awarding grants are made by a Grant Selection Board (GSB). The Board will be comprised of the representatives of relevant UNDP representatives and other experts engaged for this process.

All GSB decisions on funding projects will be taken no later than three weeks after the closing date for applications. UNDP will inform successful applicants in writing no later than two weeks after the date of the GSB decision.

Note: If the total cost of awards for successful applications exceeds the overall budgeted amount, GSB will award grants according to the total score for each application, starting with the highest scored application, until the available budget has been fully committed. However, if there will still be a number of eligible applications for which grants cannot be awarded due to the insufficient funds available, these non-funded applications will, upon the consent of the GSB, be placed on a reserve list, in descending order of their scores. In the cases where applications awarded grants have subsequently been withdrawn or found non-compliant, applications will be replaced from the reserve list in order of their respective scores for funding.

Note: Under exceptional circumstance an individual can be a grantee when legislation prevents excluded and marginalized group (e.g. LGBTQ people sex workers, people affected by certain illness, etc.) from organizing and attaining legal status. The Head of UNDP Thailand may authorize the proposal if the qualified proposal illustrated the deliverables that best aligned with the project's output/outcome in support of vulnerable and at risk community in Thailand in the context of COVID-19. The value of each individual contact shall be capped at the established threshold for micro purchasing (USD 10,000).

Applications will be disqualified and will not be further considered, if they:

- Do not comply with priorities or instructions provided in this announcement;
- Contradict to principles of non-discrimination and gender equality.

Selection Criteria and Scoring

Proposed projects will be selected based on the criteria outlined in the table 1 below.

Table 1. Selection Criteria and Scoring

	Selection Criteria	Score
1	The project clearly demonstrates how it will support the three priority areas of this project including a) gender-responsive ways of supporting target vulnerable groups to mitigate the impact of the pandemic on their food security, b) access to basic services, social protection livelihood etc. through community resilience as well as innovative and nature-based solution. The proposal that reflects how these interventions contribute to the SDG will be advantages.	Max. 30 points
2	The project budget is relevant	Max. 20 points
3	The applicant organization(s) has/have relevant experience	Max. 10 points
4	The project is coherent and technically feasible	Max. 10 points
5	The project is sustainable	Max. 10 points
6	The project enhances gender equality and encourages inclusion of marginalized and vulnerable groups	Max. 10 points
7	The project has strong potential for success	Max. 10 points
TOTAL		100 Points

Grants will be awarded in accordance with the nature and relevance of the project. The payment schedule will be agreed before signing the contract.

IMPORTANT: You will be notified by email no later than three working days after we have successfully received your application. If you do not hear from us within this timeframe, please, contact us during the next two days and request a confirmation of receipt of email. Otherwise, UNDP will not be responsible for any potential problems in terms of considering the application.

Attached documents:

Annex A. LOW VALUE GRANT PROPOSAL TEMPLATE

Annex B. REPORTING FORMAT

ANNEX A

**Low Value Grant Proposal (This is Annex A of the Low Value Grant Agreement template)
provided as a proposed template with minimum requirements – should be further
adjusted by COs as applicable**

TO BE PREPARED BY THE RECIPIENT INSTITUTION. THIS PROPOSAL WILL BE SUBMITTED TO THE STEERING COMMITTEE/PROJECT BOARD OR SELECTION COMMITTEE FOR APPROVAL

Project Number: _____

Date: _____

Project Title: _____

Name of the RECIPIENT INSTITUTION: _____

Total Amount of the Grant (in USD): _____

1- PURPOSE OF THE GRANT

- Indicate the purpose of the grant and describe the result(s) the grant is expected to achieve.
- Explain why the grantee is uniquely suited to deliver on the objectives

2- PROPOSED ACTIVITIES AND WORK PLAN

- Describe the activities that will be completed to achieve the objectives
- Elaborate if there are any targeted group(s)/ geographical area who will benefit from the grant, other than the Recipient Institution. If so, who are the targeted groups/geographical area and how will any potential beneficiaries be selected?

WORK PLAN

PLANNED ACTIVITIES ¹	Timeline ²				Planned Budget for the Activity (in grant currency) ³
	T1	T2	T3	T4	
1.1 Activity					\$
1.2 Activity					\$
1.3 Activity					\$
Total					\$

1 State what activities will be completed with the grant Funds. Use as many activity lines as necessary
 2 Define the time periods relevant for the grant and indicate when specific activities are expected to be completed. Typically, time periods relate to when the tranches of Funds are released (i.e., quarterly, six monthly, annually) Use as many time periods as necessary.
 3 Indicate the budget amounts in the grant currency.

3- PERFORMANCE TARGETS

State the indicators for measuring results that will be achieved using the grant. At least one indicator is required. More can be used if useful to more fully measure the results that are expected to be achieved:

INDICATOR(S)	DATA SOURCE	BASELINE	MILESTONES			
			Period 1	Period 2	Period ...	FINAL TARGET
1.1						
1.2						

4- RISK ANALYSIS:

- Indicate relevant risks to achieving the grant objectives and mitigation measures that will be taken. Risks include security, financial, operational, social and environmental or other risks.

Risk	Risk rating* (High/Medium/Low)	Mitigation measures

*The risk rating is based on a reflection of the likelihood of the risk materializing and the consequence it will have if it does occur.

5- GRANT BUDGET OF RECIPIENT INSTITUTION (state currency)

PERIOD COVERING FROM _____ TO _____

General Category of Expenditures	Tranche 1	Tranche 2	Tranche 3	TOTAL
Personnel				
Transportation				
Premises				
Training/Seminar/ Workshops, etc.				
Contracts (e.g., Audit)				
Equipment/Furniture (Specify)				
Other [Specify]				
Miscellaneous				
<i>TOTAL</i>				

* Please note that all budget Lines are for costs related only to grant Activities.

** These budget categories and number of tranches are suggested guidelines. The Recipient may choose alternates which more accurately reflect their expense items and needs.

*** Add as many tranches columns as necessary

Annex B

REPORTING FORMAT (TO BE ADJUSTED BASED ON THE FINAL PROPOSAL) – SHOULD BE PART OF THE LOW VALUE GRANT AGREEMENT

THE NARRATIVE AND THE FINANCIAL REPORT TO BE PREPARED BY THE RECIPIENT INSTITUTION.

Recipient Institution: _____

Year _____

Period covering this report:

- This report must be completed by the Recipient Institution and accepted by UNDP
- The Recipient Institution must attach any relevant evidence to support the activities reported
- The information provided below must correspond to the information that appears in the financial report
- Attach the accepted grant proposal to this report

Performance:

1- Workplan Performance (cumulative, including the current period)

COMPLETED ACTIVITIES	Timeline ²				Planned Budget for the Activity (in grant currency) ³	Funds Delivered for the Activity (in grant currency)
	T1	T2	T3	T4		
1.1 Activity					\$	
1.2 Activity					\$	
1.3 Activity					\$	
Total					\$	

2- Performance Targets

INDICATOR(S)	Data Source	Baseline	Reporting Period Milestone/Target	Reporting Period Actual Performance Against the Target
1.1				
1.2				

3- Challenges and Lessons Learned:

Financial Reporting: *Note: Financial reporting can be in local currency but cannot exceed the grant value in USD.

General Category of Expenditures	Budgeted Amount	Actual Expense
Personnel		
Transportation		
Premises		
Training, Workshops, etc.		
Contracts (e.g., Audit)		
Equipment/Furniture (Specify)		
Other [Specify]		
Miscellaneous		
<i>TOTAL</i>		