



## **REGULATION**

### **on conducting a Joint Contest for “Involving Civil Society Institutions in the Development and Implementation of Innovations in Preventing and Combating Corruption”**

#### **I. General Provisions and Objectives**

**1.1** The joint Contest "Involvement of Civil Society Institutions in the Development and Implementation of Innovations in Anti-Corruption Action" (hereinafter - Joint Contest) is a joint activity of the UNDP Project "Preventing Corruption through Effective, Accountable and Transparent Institutions of Government in Uzbekistan" and the Project "Strengthening Civil Space, Voice of Women and Youth to Enhance the Role of the Agency for Combating Corruption in Uzbekistan" with the Ministry of Justice, General Prosecutor's Office, Agency on Combating Corruption in Uzbekistan.

The Joint Contest is being held to further involve civil society institutions in the process of developing and implementing anti-corruption measures through joint projects with NGOs and other civil society institutions

The Joint Contest is aimed at further involving civil society institutions in the development and implementation of anti-corruption measures through joint projects with NGOs and other civil society institutions to combat corruption as part of a social partnership.

**The goal** is to increase the effectiveness of the anti-corruption system, create the most favorable business climate, promote a positive image of the country in the international arena, and involve civil society institutions in the process of developing and implementing anti-corruption measures.

#### **1.2 Funding:**

The total budget of the Joint Contest is 70,000 USD.

In particular:

The project “Preventing Corruption through Effective, Accountable and transparent governance institutions in Uzbekistan” - 50 thousand USD. The maximum amount requested for 1 project shall not exceed 10,000 USD. The maximum amount requested for 1 project is USD 10,000 in local currency at the time of grant disbursement at the UNDP exchange rate.

Project “Strengthening Civic Space and Voice of Women and Youth and youth to enhance the role of the Anti-Corruption Agency in Uzbekistan” - 20 thousand USD. However, the amount of each grant will be determined based on the grant proposals received and will not exceed 10 thousand USD.

*The value of each individual contract should be limited to the established threshold for small value grants (not exceeding USD 10,000).*

## **II. Main objectives**

### **2.1. The main objectives are:**

2.1 The main tasks involved in organizing the joint contest are:

- to implement projects jointly with civil society institutions to prevent and counteract corruption in the framework of social partnership and public control, as well as to carry out anti-corruption expertise of the legislation;
- to use new capacities, i.e. to involve the civil sector in the search for traditional and non-traditional solutions, as well as to increase the participation of civil society institutions in the process of preventing and counteracting corruption;
- involvement of civil society institutions in the development and implementation of various measures to counteract and prevent corruption in relation to vulnerable groups, including persons with disabilities, low-income families, women and youth;
- creating conditions for targeted activities to further involve civil society institutions in the process of developing and implementing anti-corruption measures, including through the use of advanced technologies;
- incorporation of inclusive methods and application of modern technologies in the areas where women are most exposed to corruption, as well as prevention of corruption through ensuring transparency of the activities of state institutions;
- fostering honesty and integrity, as well as zero-tolerance towards corruption in children through application of innovative ideas and new mechanisms for anti-corruption education and training.

### **The main directions of the Joint Contest:**

Implementation of projects with NGOs to create and implement various measures and advanced technologies in preventing and combating corruption, in the following areas:

1. increasing the role and participation of women, young people in developing and creating anti-corruption innovations and non-traditional solutions.
2. preventing corruption in youth sports and increasing access of gifted young people to professional sports.
3. preventing corruption in protecting the rights and freedoms of persons with disabilities.
4. the encouragement of journalists' capacity to cover anti-corruption activities and to conduct investigative journalism in cases of corruption.
5. establishment and implementation of mechanisms of public control and social partnership for the protection of rights and legal interests of vulnerable groups.
6. development of inclusive methods and application of modern technologies in the areas where women are most exposed to corruption, as well as ensuring transparency of activities of these institutions, to prevent corruption;

7. application of innovative ideas and new mechanisms of anti-corruption education and training of children (including educational media materials, guides, manuals, etc.) aimed at fostering honesty and integrity, as well as intolerance towards corruption.

Successful results of the projects of civil society institutions will allow finding various solutions to traditional problems of the state and society in the area of combating corruption in Uzbekistan.

### **III. The joint Contest Participants**

National NGOs, including women's, youth organizations, registered and operating in the Republic of Uzbekistan, provided that the aims and objectives stipulated in their statutes correspond to the theme of the grant project.

#### **Mandatory requirements to participants.**

*To be eligible to apply, the applicant must:*

- Be a legal entity registered as a non-governmental and non-for-profit organization (including academic educational institutions (higher education institutions));
- Represent one of the regions of the Republic of Uzbekistan, including the Republic of Karakalpakstan;
- Be directly responsible for preparation and implementation of projects with partners, but not act as an intermediary;
- Have a stable, adequate organizational and technical structure for successful implementation of the project to be submitted within the joint Contest.

*Preferences:*

Preference will be given to participants with high potential for implementing activities that are appropriate in scale and complexity of the requested project.

Separate attention will also be paid to projects aimed at development and implementation of anti-corruption measures using innovative solutions and advanced technologies that contribute to development of social partnerships between civil society institutions, governmental bodies and private sector, including those implemented jointly.

*Potential applicants cannot participate in the Joint Contest or get support, if they are in any of the following situations:*

- Being liquidated or undergoing a procedure of being liquidated.
- Participating in legal proceedings that are related to liability and property rights, which may result in the loss of property received.
- In the process of liquidation.

### **IV. Organization and conducting the Joint Contest**

#### **4.1. The main stages of the Joint Contest and their sequence:**

➤ Public announcement of the Joint Contest “Involving Civil Society Institutions in Development and Innovation in Anti-Corruption and Prevention”. (by 10 July 2022).

➤ Conducting information sessions for potential applicants in the regions together with the co-organizers. Ensure regular communication and contact with applicants (by 10 July 2022).

- Selection of proposals from applicants and submission to the Grants Selection Panel for evaluation (*by 20 July 2022*).
- Announcement of the winners (*20 July 2022*).
- Awarding the winners and entering into the necessary grant agreements (*22 July 2022*).
- Phased release of funding to each winner depending on satisfactory reporting on previous disbursements as per grant agreement (*during project implementation*).
- Organization of monitoring activities and spot checks in the regions together with the UNDP project co-conveners in 2022 (*during project implementation*).
- Completion of projects (*November - December 2022*).
- Collection and review of grant beneficiary reports.
- Synthesis of grant recipient reports and submission of the final UNDP project completion report (*by 21 December 2022*).

#### **4.2. Organizing body for the Joint Contest:**

In order to provide organizational and technical support for the joint Contest, the **Project UNDP** performs the main organizational functions of the working body. In particular:

- Accepts project applications from the joint Contest participants with a package of documents that are required for participation, keeps records and registers them;
- Provides clarification and information on the joint Contest procedures;
- Provides advice on preparation of documents to be submitted for the Joint Contest;
- Conducts technical assessment of project proposals for compliance with technical criteria of the Joint Contest;
- Puts together a list of received project applications;
- Together with other organizers delivery of certificates to the winners;
- Together with other organizers organizes joint monitoring of projects that have received funding from the UNDP based on the Joint Contest outcomes;
- Together with other organizers solves other tasks related to organization and implementation of the Joint Contest.

#### **4.3. Grant Selection Panel:**

Grant Selection Panel is established to conduct assessment and evaluation of the projects that are submitted to the Joint Contest. Projects will be selected by the Grant Selection Panel (hereinafter referred to as the Panel), organised in accordance with established UNDP procedures in partnership with the Ministry of Justice, the General Prosecutor's Office and the Anti-Corruption Agency, the National Anti-Corruption Commission of the Republic of Uzbekistan.

Composition of the Grant Selection Panel is made up of representatives of the UNDP Office in Uzbekistan, the UNDP Project, the General Prosecutor's Office, the Ministry of Justice of the Republic of Uzbekistan and Anti-Corruption Agency, National Anti-Corruption Commission of the Republic of Uzbekistan and approved by the Project Board.

The members of the Grant Selection Panel are required to conduct

objective examination of applications that are submitted to the Joint Contest, following professional ethics, requirements and standards established by the Regulation on holding the Joint Contest.

The members of the Grant Selection Panel should not represent the interests or defend the interests of any of the organizations that submitted an application.

If a member of the Grant Selection Panel is in professional relations with an organization that applies for funding in the framework of this Joint Contest, then the member must inform representatives of the Organizing Committee accordingly and not participate in evaluation of the project of this organization.

Each member of the Grant Selection Panel is free in evaluating a project and may express a differing view that does not coincide with the decision of the Grant Selection Panel. This opinion is recorded and is considered to be an integral part of the minutes of the meeting of the Grant Selection Panel.

Applications, which are submitted to the Joint Contest, are transmitted in an anonymous manner for evaluation by each member.

Each member of the Grant Selection Panel fills out an evaluation form for each application with mandatory completion of each item in the form and prepares final decision.

*Main functions of the Grant Selection Panel:*

- Conducts assessment of project applications for compliance with goals, objectives, priorities of the Joint Contest and evaluation criteria that are established in this Regulation;

- If necessary, requests a specific Joint Contest participant or executive working body to submit additional information or required explanations / comments on a proposed project;

- Prepares summaries on each project, including information on eligibility for funding;

- Conducts selection of the best projects that meet the goals, objectives, priorities of the Joint Contest and evaluation criteria;

- Forms a list of Joint Contest winners and submits it for approval of the UNDP

- Publishes a list of all bidders and winners followed by publication of reports on each grant project in the media.

**UNDP Procurement Unit in Uzbekistan:**

concludes contracts with the winners of the Joint Contest;

disburses funds according to the UNDP rules by stages of project implementation.

## **5. Criteria for Selection and Evaluation of Projects.**

Project applications will be evaluated according to approved criteria.

Project applications will be evaluated using on a score system in accordance with the criteria listed below.

The maximum score that a submitted project submitted can receive is 100.

*1. Participant's mission, objectives and activities, organizational capacity (30 points).*

Compliance of the organization's mission and objectives with the focus, goals and objectives of the Joint Contest (further involvement of civil society institutions in the process of development and implementation of anti-corruption measures through implementation of joint anti-corruption projects in the framework of social partnership together with non-governmental non-profit organizations and other civil society institutions) is assessed.

Organizations submitting applications should also demonstrate capacity or describe experience in successful project management and have the organizational/financial capacity to manage grants.

*2. Strengthening the impact of the organization of the Participant in the Joint Contest on specific problems of the target groups related to the prevention and combating of corruption (30 points):*

This indicator takes into account the relevance of the problem being addressed and the demand for the results of the project activities by a specific target group (women, youth, vulnerable groups, etc.) at the local level; how much the project activities supported will increase the impact on solving or preventing corruption-related problems, increase intolerance to corruption, influence the role and participation of women in anti-corruption and promote gender equality in the country, prevent corruption in youth sports and increase access of gifted young people to professional sports, ensure the protection of the rights and freedoms of persons with disabilities and encourage the capacity of journalists to report on anti-corruption activities and conduct journalistic investigations on cases of corruption, and will create and implement mechanisms of public control in the sphere of protection of rights and legal interests of socially vulnerable layers of the population in accordance with the chosen mission of the organization itself.

*3. Criteria to ensure the long-term sustainability of the project (20 points):*

availability of own and attracted financial and in-kind contributions, possibility of continuation of activities in the future after the end of the grant;

relevance of the organization's resources and professional capacity to the planned activities;

feasibility of the timeline for project implementation;

rationally drawn up project budget, its cost-effectiveness;

partnership with governmental and local authorities, commercial and non-commercial organizations in implementation of the given project.

*4. Quality of the developed application and project implementation plan (20 points).*

The submitted application and implementation plan should provide a strong justification for the proposed project and show how it will be implemented. The evaluation of the application and plan will assess the viability of the proposed idea in the light of external and internal factors, analyze the feasibility of the action and the justification provided, and take into account an assessment of the risks identified.

## **6. Conditions and Procedures for Supporting, Coverage and Monitoring Projects.**

6.1. Supported projects are implemented in accordance with the legislation of the Republic of Uzbekistan and UNDP procedures.

Projects are implemented within one year from the date of the grant.

An agreement is signed with the project implementers, regulating the forms and types of support to be provided, as well as the manner and timing of project implementation.

In particular, the grants will be transferred to the bank account of the NGO, based on the agreement between the NGO and UNDP, and will be spent by them on project implementation.

The UNDP project monitors project implementation and expenditures of each NGO.

The organizers of the Joint Contest undertake to indicate the joint nature of the Joint Contest in media appearances and information materials.

## **6.2. Monitoring project implementation.**

The Joint Contest organizers reserve the right to monitor project implementation for consistency with the project application.

Monitoring is carried out in the form of requests for information, visits to projects sites by the designated experts of the organizers or by involving auditors.

In the event of a gross violation of an agreement and misuse of the property received, the organizers may decide to transfer the project property to another Joint Contest participant.

## **7. Terms and procedure for submitting applications and documents**

The Joint Contest participant shall submit the following basic documents to the Grant Selection Panel:

1. Letter of accompaniment signed by the manager and stamped by the organization.
2. Project application for the state grant in the form available on the website <https://www.uz.undp.org/>;
3. Copy of the Charter (Regulations) of NGOs and other civil society institutions that have passed state registration, with the latest amendments and additions.
4. Copy of the certificate of state registration of the organization.
5. If implementation of the project requires licensing activities, a copy of the license is provided.
6. Letters of recommendation and applications from interested state and public organizations may be attached.

Applications are accepted in Uzbek or Russian.

Applications that will be submitted after the specified deadline or without all required information will not participate in the Joint Contest.

The deadline for submission of applications is **July 10, 2022**.

**All applications should be submitted to  
to the UNDP in Uzbekistan at:**

E-mail: [anti-corruption.contest@undp.org](mailto:anti-corruption.contest@undp.org)

Terms and conditions of the Joint Contest and samples of Joint Contest documents can be found on the official websites of the co-organizers: <https://www.uz.undp.org/>

# GRANT APPLICATION FORM

<b>1. TITLE PAGE OF THE PROJECT</b>	
The subject of the Joint Contest in which the application is submitted	
Direction (nomination) of the Joint Contest	
Name of the project	
Name of the organization that submitted the application ( <i>in accordance with the regulations on the state list</i> );	
Name of the region ( <i>Region, City, district</i> )	
Full information about the applicant ( <i>legal and real address of the applicant, telephone, fax, site address</i> )	
The head of the organization ( <i>Name, Surname</i> ) and the position and contact details ( <i>address, email e-mail address, telephone code must of course be indicated</i> );	
Accounting of the organization ( <i>Name, Surname</i> ) contact details ( <i>address, email e - mail address, phone code must of course be displayed</i> );	
Number of positions in the approved staff table of the organization	
Project implementation period ( <i>start date –end date</i> );	
The requested amount ( <i>in sum</i> );	
The amount of funds involved ( <i>in sum</i> ).	
<b>2. CONTENT OF THE PROJECT</b>	
Statement of the problem ( <i>the existing social problem, its scope, significance, the target group and the need to implement the project, in a volume of not more than one sheet</i> );	
The objectives of the project; ( <i>3 main goals that the project will achieve</i> )	
Main tasks of the project; ( <i>5 main tasks will be described, which will be solved as a result of the implementation of the project</i> )	
Form and nature of project implementation ( <i>methods of project implementation, in quantity and quality indicators</i> )	
Expected results from the implementation of the project; ( <i>quantity and quality indicators and impact of the achieved result</i> )	
The applicant's experience in this field is recorded: ( <i>the activities of the applicant, its achievements are fully explained</i> );	
Partners and their tasks; ( <i>the specific tasks of the claimant and his partners will be outlined in the action plan indicated</i> )	
Contribution of the organization and Partners ( <i>funds involved, resources, material and intangible contributions of the organization and partners.</i> )	



<b>3. TOTAL BUDGET OF THE PROJECT</b> additional funding sources available including (sum)					
№	Cost item name	Number and price	Amount requested	Attracted funds	
				Personal share	Share of partners
<b>I. Salary and equivalent payments</b>					
1.1.	Project manager				
1.2.	Coach				
1.3.	Accountant				
1.4.	Consultants				
	others.				
<b>Summary:</b>					
<b>II. Costs for conducting events</b>					
2.1.	Expenses for the purchase of stationery * *(transcript must be attached)				
2.2.	Reproduction or publication of educational propaganda materials* * * (if the cost is from the savings account, transcript should be attached)				
	Others.				
<b>Summary:</b>					
<b>III. . Other expenses</b>					
	Communication service and Internet				
	Utilities				
	Cost of service trips				
	banking expenses and others				
<b>Summary</b>					
<b>4. CALENDAR PLAN OF THE PROJECT</b>					
№	Event	Date			
1.					
2.					
<b>5. APPLICANT'S RESUME</b> (additional information about the organization)					
1.	Full name of the organization in accordance with the Charter (in Uzb and Russian).				
2.	Top management body of the organization				
3.	The main charter activity of the organization.				
4.	Main charter objectives and objectives of the organization				
5.	Information on the state registration (attach a copy of the certificate.)				
6.	Information on being listed as media (attach a copy of the certificate of registration from the press and Information Agency of Uzbekistan)				
7.	Social partners in the implementation of the project				
8.	Bank details: account number, Banking				

	Department, MFO, INN, OKONX, bank address and phone number. (attach a copy of the supporting documents)	
9.	Implemented projects.	
<b>6. SELF-CONTROL AND SELF-EVALUATION (SELF-AUDIT)</b>		
1.	Evaluation of the project until implementation	
2.	Will the project be able to achieve the set goal	
3.	Prove that the project is effective and costs are justified	
<b>7. FINAL PART OF THE PROJECT</b>		
Date		
Signature of the head of the organization who submitted the application		
Organization seal		

*\*Please note: if your organization has received a grant, you are committed to the following reporting structure:*

*You are required to submit interim and final financial and narrative reports, as well as reports on the use of equipment (if the equipment has been received from UNDP or paid for by the Provider through the grant);*

*The final report must be submitted to the UNDP no later than one month after the end date of the project;*

*Interim financial and narrative reports should be submitted after the end of each stage of the project.*

I certify that the information I have given in this form is correct and that I am authorized to act on behalf of my organization.

Signature of the head of the NGO: \_\_\_\_\_

The date: \_\_\_\_\_