

## REQUEST FOR INFORMATION (RFI) FROM CSO/NGO

### 1. OBJECTIVE

This is a Request for Information (RFI) from national CSOs/NGOs for potential partnership with the various UN Agencies in Jamaica for delivering outputs and achieving specific outcomes for development projects requiring expertise and experience in the following areas:

#### **Outcome 1: Legislation and Policy**

The main objective of Outcome 1 is to ensure that legislation and policies are in line with international rights standards on all forms of violence against women and girls and are adopted and implemented by all stakeholders.

#### **Outcome 2: Strengthening Institutions**

The main objective of Outcome 2 is to better develop, deliver and monitor evidence- based programmes that prevent and respond to family violence through the building of institutional resolve and political will at the national and local government levels.

#### **Outcome 3: Prevention**

The main objective of Outcome 3 is the development of an evidence-based and comprehensive whole of society prevention strategy as part of the NSP GBV through the implementation of key prevention interventions.

#### **Outcome 4: Essential Services**

The main objective of Outcome 4 is to increase the awareness, availability, accessibility and quality of essential services for women and girls who experience violence and harmful practices. (specifically, with regard to health, policing and the justice sector, social services and coordination)

#### **Outcome 5: Quality Data**

The objective of Outcome 5 is to standardize the collection and reporting of disaggregated data on all forms of VAWG (including family violence) in Jamaica, improve measurement through methodological and strengthen monitoring and evaluation, including the follow-up and review of SDG target 5.2 indicators.

#### **Outcome 6: Women's Movement and Civil Society**

The main objective of Outcome 6 is to support women's rights groups, autonomous social movements and civil society organizations, including those representing youth and groups facing multiple and intersecting forms of discrimination/marginalization, more effectively

influence and advance progress on GEWE and ending VAWG. This will be done through support to their leadership and influence of these organizations in family violence policy and programmatic interventions.

The selected CSOs will be engaged to undertake one or more of the below listed activities with the relevant responsible UN Agency. The CSOs may be required to work independently or with other CSOs/agencies to achieve the anticipated outcome.

Relevant Pillar	Key Engagement Activity	Responsible UN Agency	Link to Further Informaton
<b>Outcome 1:</b> Legislation and Policy	Engagement to support the advancement of the legislative process to incorporate approved policy positions to address VAWG and family violence into local legislation (such as recommendations of the Joint Select Committee of Parliament to review provisions pertaining to marital rape, giving married women the same legal protection as single women).	UNDP	TOR - Annex 1
<b>Outcome 3:</b> Prevention	Engagement to conduct Community Mobilization and Theatre for Development Interventions in communities to promote change in norms and cultural practices that are social 'enablers' of family violence.	UNICEF	TOR - Annex 2
<b>Outcome 3:</b> Prevention	Engagement to strengthen citizen's support groups' capacities to address harmful social norms (specifically men's groups) and facilitate community/group dialogue around matters regarding harmful gender norms and the promotion of positive masculinity in safe community spaces.	UNICEF	TOR - Annex 3
<b>Outcome 3:</b> Prevention	Engagement to conduct parenting support and community outreach sessions through community groups to engage mothers and fathers using multi-faceted, gender-responsive parenting support to prevent family violence (addressing corporal punishment, GBV and child sexual abuse).	UNICEF	TOR - Annex 4
<b>Outcome 3:</b> Prevention	Engagement to scale-up evidence-based sport-based family violence prevention interventions for boys and girls through training for coaches and physical education teachers in educational institutions (primary to tertiary) and community sporting fraternities to strengthen their capacity to raise awareness and promote attitudes, behaviours and norms that will reduce the incidence of gender-based and family violence.	UNICEF	TOR - Annex 5
<b>Outcome 3:</b> Prevention	Community engagement of women, men, boys and girls to prevent sexual abuse of girls and changing harmful community norms regarding sex with adolescents girls, using platforms that support the participation of survivors of sexual abuse.	UNICEF	TOR – Annex 6
<b>Outcome 3:</b> Prevention	Engagement to establish in six schools a school-wide programme for gender-based violence prevention in primary and secondary schools aimed at students, teachers and school professionals, the guidance counselling departments to include the promotion of positive masculinities, respect for girls and women, conflict	UNICEF	TOR – Annex 7

	resolution and the eradication of corporal punishment and discriminatory practices.		
<b>Outcome 4:</b> Essential Services	Engagement to support initiatives to raise awareness on human rights and legal literacy of underserved communities, including women living with HIV, transgender populations, women/girls with disabilities, LGBTQI+, sex workers, cohabiting girls, pregnant women and teenage mothers.	UNFPA	TOR – Annex 8

## 2. INFORMATION REQUESTED

Interested CSOs/NGOs are requested to fill out the below questionnaire, attaching all supporting documentation where specifically requested.

Please note that attachments should be provided to support each answer to the questions. All questions must be answered directly and clearly. Extraneous information that are not directly responding to the questions will only constrain the ability of the evaluation team to positively assess the CSO/NGO's alignment with the programme requirements.

Topic	Areas of Inquiry/ Supporting documentation	Response
1. Proscribed organizations	<p>1. <i>Is the CSO/NGO listed in the UN's list of proscribed organizations, UN Vendor Sanctions List, or indicted by the International or National Criminal Court?</i></p> <p>2. <i>Is the CSO/NGO banned by any other institution/governments? If, yes, please provide information regarding the institution/Government and reasons.</i></p>	
2. Legal status and Bank Account	<p>1. <i>Does the CSO/NGO have a legal capacity to operate in the UNprogramme country, and does it comply with the legal requirements of the country to register and operate an NGO/CSO? <u>Please provide copies of all relevant documents evidencing legality of operations.</u></i></p>	

	2. <i>Does the CSO/NGO have a bank account? (Please Submit proof indicating latest date)</i>	
3. Certification/ Accreditation	<p><i>Is the CSO/NGO certified in accordance with any international or local standards (e.g., ISO), such as in:</i></p> <ul style="list-style-type: none"> <li>• Leadership and Managerial Skills</li> <li>• Project Management</li> <li>• Financial Management</li> <li>• Organizational standards and procedures</li> <li>• Other</li> </ul>	
4. Date of Establishment and Organizational Background	<p>1. <i>When was the CSO/NGO established?</i></p> <p>2. <i>How has the CSO/NGO evolved since its establishment? (no more than 2 paragraphs)</i></p> <p>3. <i>Who are your main donor/ partners?</i></p> <p>4. <i>Please provide a list of all entities that the CSO/NGO may have an affiliation with.</i></p> <p>6. <i>In how many cities/parishesregions/ countries do you have capacity to operate in? Please provide a complete list and indicate the size of the offices in each location.</i></p>	
5. Mandate and constituency	<p>1. <i>What is the CSO/NGO's primary advocacy / purpose for existence?</i></p> <p>2. <i>What is the CSO/NGO's mandate, vision, and purpose? (no more than 2 paragraphs)</i></p> <p>3. <i>Is the CSO/NGO officially designated to represent any specific constituency?</i></p>	
6. Areas of Expertise	1. <i>Does the CSO/NGO have expertise in any of the key areas identified above in this RFI? Please indicate</i>	

	<p><i>area(s) of interest, and clearly outline relevant expertise.</i></p> <p>2. <i>What other areas of expertise does the CSO/NGO have?</i></p> <p>3. <i>Did the CSO/NGO apply for a UN Women small grant within the Spotlight Initiative? If yes, was the CSO successful and what activity did the CSO apply for?</i></p>	
7. Financial Position and Sustainability	<p>1. <i>What was the CSO/NGO's total financial delivery in the preceding 2 years? Please provide audited financial statements for the last 2 years. If audited financial statements are not available, please provide an explanation regarding why it is not possible to obtain them.</i></p> <p>2. <i>What is the CSO/NGO's actual and projected inflow of financial resources for the current and the following year?</i></p> <p>3. <i>Please provide a list of projects with description (2 paragraphs), duration, location and budget over the past 2 years (arrange from biggest budget to the lowest).</i></p>	
8. Public Transparency	<p>1. <i>What documents are publicly available?</i></p> <p>2. <i>How can these documents be accessed? (Pls provide links if web-based)</i></p> <p>3. <i>Please provide copies of registration and Tax Compliance Certificates</i></p>	
9. Consortium	<p>1. <i>Do you have the capacity to manage a consortium?</i></p>	

	<p>2. <i>Do you currently, or have you in the past, managed or been involved with a consortium? If yes, provide a list of all consortia, the list of partners in the consortia, the role in the consortia, and the total financial budgets involved.</i></p> <p>3. <i>Do you have a formal alliance with other CSOs/NGOs? If yes, pls. identify and provide details.</i></p>	

All CSOs/NGOs whose information are found to be consistent with the programme needs will be sent a subsequent questionnaire to enable UNDP to conduct a Capacity Assessment. Based on the results of this Capacity Assessment Checklist (CACHE), UNDP will determine if the CSO/NGO may or may not be placed on a roster, for rapid engagement in the listed key engagement activities when required.

A copy of the CACHE is attached **for information only**. **Please do not submit the CACHE form at this stage.**

### 3. CLOSING DATE

Interested CSOs/NGOs should fill this Request for Information (RFI) form in all its part and submit together with requested attachments/annexes via UNDP e-tendering portal to : <https://etendering.partneragencies.org>

Search for Event ID number Jam10-11-2020, please observe the closing time within the e-tendering system.

#### IMPORTANT NOTE:

Note that system time zone is in EST/EDT (New York) time zone.

They should be received no later than **22nd June 2020**, please observe the closing time within the e-tendering system. Only shortlisted CSOs/NGOs will be contacted for further engagement