



UNITED NATIONS DEVELOPMENT PROGRAMME JOB DESCRIPTION

I. Position Information

Title:	Call for proposals for CSO to conduct study on factors that fuel corruption and their patterns and provide training and support for CSOs and the media to monitor and investigate corruption cases
Contract Type:	Grant to CSOs
Programme:	Joint Programme – “Strengthening the Rule of Law in Liberia: Justice and Security for the Liberian People”
Target Location:	Nationwide
Duration of Contract:	(March 2021 - December 2021)
Submission Deadline	<p>Proposals may be submitted on or before Friday, March 12, 2021 at 1:00 PM Liberia local time and via:</p> <p><input checked="" type="checkbox"/> E-mail: bids.lr@undp.org</p> <p><input checked="" type="checkbox"/> Courier mail on the following address</p> <p>Contact for inquiries only:</p> <p>info.lr.procurement@undp.org</p>

II. Organisational Context

As Liberia straddles the humanitarian-development axis, unobstructed access to rule of law institutions and dishonesty remains a decisive factor in efforts to rebuild societies and create an enabling environment that contributes to poverty reduction, sustainable growth and development, gender equality and guarantees for the respect and protection of human rights. In fragile States, national and local capacities must be empowered to respond to immediate justice and security needs, ensuring that peace dividends are translated into inclusive growth. In this regard, rule of law remains a core pillar of the United Nation’s response to the Sustainable Development Goals.

The United Nations Joint Rule of Law Programme seeks to address key developmental challenges by supporting the national response to corruption by strengthening the relevant legal framework and enabling the media to conduct investigative journalism which are crucial for responding to corruption.

The Programme will seek to support and work with crucial oversight and monitoring institutions to effectively monitor, advocate and report on corrupt practices so as to ensure compliance and accountability. The Programme supports an enabling environment for growth and development by strengthening transparency institutions to increase accountability and combat corruption, while introducing policy and structural reforms to ensure that the judiciary and relevant law enforcement agencies—in close collaboration with other relevant sectors—provide timely, credible, predictable and acceptable responses to Impunity and weak accountability mechanisms that constitute obstacles to Liberia’s socio-economic development.

The Programme also engages with Civil Society Organizations (CSOs), and Community Based Organizations (CBOs) and the media to foster grassroots voices, accountability, and civic engagement and more especially, develop capacity thereby creating space for citizen participation and voices regarding the promotion institutionalizing of transparency, integrity and accountability in governance at all levels.

III. Scope of Work

UNDP seeks proposals from qualified CSOs/CBOs to:

To conduct study on factors that fuel corruption and its patterns.

Provide training and support CSOs and the media to monitor and investigate corruption cases.

Develop and support public mechanisms for citizens to report corruption through anonymous or other means.

They will work closely with the Rule of Law Joint program for guidance in the process.

A contract will be awarded to the most technically compliant and responsive CSO/CBO based on demonstrated capacity and experience. Duly registered CSOs/CBOs are encouraged to develop and submit proposals in the following format:

- Project content and problem analysis - what results will the project achieve and how does it address the problem
- Justification - analysis of why it is important to address the problems and why your organization is best suited to carry out this task
- Expected results - expected outcomes, outputs and activities
- Implementation strategy - how the project will undertake the activities to ensure most effective and efficient achievement of results
- Work plan - highlighting each outcome, output, activity and their completing timeframe
- Partnership - partners needed for coordination and collaboration for successful implementation of the project
- Risks and Risk Mitigation Strategy

- Provide training manual
- Provide feedback on the impact of the training as it relates to implementation of trainees
- Project Exit Strategy/Sustainability
- Institutional profile - a brief description of your organization, including its registration details and relevant experience and competencies in working on issues related to access to justice, rule of law, security, and human rights especially experience in training and working with informal justice actors
- Project Budget - a proposed budget with activities including justification and/or explanation. A detailed budget should also be prepared in Excel as an annex.
- Reporting timeline and ability to provide monthly data/information
- Project Results Framework

IV. Deliverables

- Develop methodologies and tools and conduct and disseminate study on factors that fuel corruption and the patterns it takes in Liberia. The study will consider the causes of corruption, its consequences and the effectiveness of prescribed anti-corruption measures.
- Develop and support public mechanisms for citizens to report corruption through anonymous or other means.
- Provide training and support CSOs and the media to monitor and investigate corruption cases.
- Work with relevant government institutions, and other key stakeholders for proper coordination of the trainings.
- Provide regular updates as well as progress and financial reports.

V. Impact of Results

Enhanced and effective anti-corruption measures implemented and strengthened oversight and demand for accountability at national and sub national levels.

VI. Eligibility & Qualification Criteria

Grants will be awarded to organizations based on the following considerations:

- ✓ National or local women's led organizations, Women's rights organizations/ movements
- ✓ The CSO/CBO is duly registered in Liberia with office in Montserrado, Bong and/or Nimba County
- ✓ The organization's proven administrative and financial management capacity to undertake the project
- ✓ The relevance of the proposal to achieving the expected results and related budget; and

- ✓ The institutional capacity of the CSO/CBO

VII. Selection Criteria

Proposal will be selected on the basis of technical (75%) and financial (25%) assessments.

The technical assessment will review the following:

- ✓ Relevance of proposal to achieving expected results (30%)
- ✓ Experience working with UNDP (10%)
- ✓ Local experience and presence (10%)
- ✓ Realistic work plan and timeline to complete activities (5%)
- ✓ Applicants' institutional capacity and relevant experience (15%)
- ✓ Sustainability of intervention (5%)
- ✓ Budget (cost effectiveness) (25%)

VIII. Submission Requirements

CSOs who meet the requirements should submit a technical proposal of not more than ten (10) pages including annexes which should include the following:

- I. Cover letter
- II. Project Document (Technical Proposal with key areas identified above)
- III. Results Framework
- IV. Project Budget per related activities
- V. Proof of legal registration or status
- VI. A detailed workplan
- VII. CVs of key staff for the project