Rule of law is a core pillar of the United Nation’s response to the Sustainable Development Goals. 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. As Liberia straddles the humanitarian-development axis, unobstructed access to rule of law institutions 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. The Joint Rule of Law Programme’s engagement in this area seeks to address key developmental challenges by promoting the rights of women, gender equality, and children’s rights, while ensuring the physical and legal protection, as well as the psychological wellbeing of people, communities and civil society and that their access to justice is
enhanced. 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 crimes and legal disputes.

Pre-trial detention and the overcrowding of prisons remain an underlying problem in Liberia. Prison populations have far exceeded their capacity, leading to serious human rights concerns. In the past, CSOs have played a vital role in reducing pre-trial detention by providing legal aid services to inmates and detainees. The Rule of Law Programme provides support to strengthen the institutional capacity of the Bureau of Corrections and Rehabilitation to effectively provide essential services to the prison population. To ensure the efficiency of such support, the Programme intends to address pre-trial detention by reducing prison overcrowding and prolonged pre-trial and arbitrary detention. Consequently, a CSO is required to operate a legal aid clinic in Sinoe, Bomi, Bong, Grand Kru, Maryland, Gbarpolu, River Gee and Rivercess counties. CSOs with established presence in the said counties are preferred.

### III. Scope of Work

UNDP is seeking proposals from qualified CSOs/CBOs to address pre-trial detention through legal aid clinics aimed at reducing prison overcrowding and prolonged pre-trial and arbitrary detention.

Contract will be awarded to the most technically compliant and responsive CSO/CBO based on demonstrated capacity and experience. Selected CSO/CBOs will be expected to work in close collaboration with the Ministry of Justice - Bureau of Corrections and Rehabilitation, the Judiciary, other key stakeholders, and the Rule of Law Joint Programme at UNDP.

Duly registered CSOs/CBOs are encouraged to develop and submit proposals in the following format:

- Project description/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
- Geographic location/districts and types of project beneficiaries/targeting criteria (gender and age sensitive)
- Work plan - highlighting expected outcome(s), outputs, indicators, baselines, targets, planned activities, time-frame, responsible party and budget
- Partnership - partners needed for coordination and collaboration for successful implementation of the project
- Risks and Risk Mitigation Strategy
- Monitoring and Evaluation
- 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
- Project Budget - a proposed budget with a ceiling of USD70,000.00 linked with output and activities including justification or explanation. A detailed budget should also be prepared and submitted in Excel as an annex
- Reporting timeline
- Project Results Framework outlining all project outcome(s), outputs, activities with indicators of progress, baselines and targets (must be gender- and age- sensitive) and means of verification.
### IV. Deliverables

- Monitor police stations and prisons to identify prolonged pre-trial detainees in Bong, County;
- Provide legal aid service to pre-trial detainees with minor offenses and represent them in court as necessary;
- Resolve cases with minor offenses that are reported to the police stations through mediation;
- Provide psychosocial and reintegration service for individuals released from police cells and prisons to their communities and families; and
- Provide regular update as well as progress and financial reports.

### V. Impact of Results

Increased access to justice for the citizens and other residents, particularly pre-trial detainees through reduced prison overcrowding and prolonged pre-trial and arbitrary detention.

### VI. Eligibility & Qualification Criteria

Grants will be awarded to CSO/CBOs based on the following considerations:

- National and/or local Civil Society Organization (CSO)/Community Based Organization (CBO);
- The CSO/CBO is duly registered in Liberia and must have office in the relevant counties;
- Proven experience in operating a legal aid clinic;
- 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 and proven track record of the CSO/CBO.

### VII. Selection Criteria

Proposal will be selected on the basis of technical (70%) and financial (30%) assessments. The technical assessment will review the following:

- Technical design of the proposal to achieving expected results (50%);
- Experience working with UNDP or other reputable institutions/agencies (5%);
- Local experience and presence (5%);
- Realistic work plan and timeline to complete activities (10%);
- Budget (cost effectiveness) (30%)

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VII. Submission Requirements

CSOs who meet the requirements should submit a technical proposal of not more than twelve (12) pages including annexes which should include the following:

I. Cover page
II. Project Document (Technical Proposal with key areas identified in the format above)
III. Results Framework
IV. Project Budget per related activities
V. Proof of legal registration or status
VI. Evidence that the organization is a national or local CSO/CBO
VII. A detailed work plan
VIII. CVs of key staff for the project

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