

## CALL FOR PROPOSAL

UNDP Georgia Project Improving Rural Development in Georgia/ENPARD3	DATE: January 11, 2022
	REFERENCE: 00101419

Dear Sir / Madam:

We kindly request you to submit **CALL FOR PROPOSALS FOR GRANT COMPETITION  
FOR DEVELOPMENT OF RURAL MOBILITY PROJECTS  
in Akhalkalaki and Tetrtskaro Municipalities**

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Please send filled application materials electronically to all of the following e-mails: [nodar.kereselidze@undp.org](mailto:nodar.kereselidze@undp.org); [giorgi.tsimintia@undp.org](mailto:giorgi.tsimintia@undp.org) in PDF (signed and stamped) and word formats. **The subject line should read: "CoP Application – Rural Mobility".**

**Deadline for submission of applications for grant proposals is February 11, 2022, 18:00** (Tbilisi time and date). In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

**A pre-proposal conference will be held via Zoom on January 21, 2022, at 12:00 p.m. (Tbilisi time and date) via Zoom, Meeting ID: <https://undp.zoom.us/j/82735272725>**

The UNDP focal point for the arrangement:

Ms. Liliana Gureshidze; E-mail: [liliana.gureshidze@undp.org](mailto:liliana.gureshidze@undp.org);

**Thank you and we look forward to receiving your Proposal.**

Sincerely yours,

Nodar Kereselidze

National Project Manager

11/01/2022

**CALL FOR PROPOSALS FOR GRANT COMPETITION  
FOR DEVELOPMENT OF RURAL MOBILITY PROJECTS  
in Akhalkalaki and Tetrtskaro Municipalities**

Date of Issuance:

11.01.2022

Tbilisi, Georgia

## INSTRUCTIONS

### 1/BACKGROUND

Georgia's economic activities are concentrated in a few geographic areas, contributing to very high levels of urban-rural inequality. Rural areas in Georgia host about 43% of the population, where poverty is 25.5% as opposed to 16.9% in urban areas. The average monthly income of urban households is 22.2% higher than that of rural households. The capital Tbilisi generates 50% of total value added in the country. Low rate of economic growth, economic instability, low-productive agricultural sector, weak entrepreneurial skills, insufficient economic diversification, limited access to financial resources and modern technologies, insufficient development of infrastructure, pose potential risks for sustainable rural development. Unfavourable demographic structure in rural areas, high level of population aging, and migration represents a hindrance to the rural development. Besides, limited access to basic healthcare and education and other services in villages especially for disadvantaged groups, has negative impact on well-being in rural areas.

The EU-financed and UNDP-implemented project "Improving Rural Development in Georgia" (IRDG) is addressing the challenges of rural areas in Georgia by taking actions to achieve: (1) Improved governance for effective implementation of the Rural Development Strategy (2017-2020), its Action Plan and related programmes; (2) Improved rural economic diversification, employment and services; (3) Improved environment, sustainable management of natural resources and climate action.

Low population density, dispersed settlement structures, long distances between locations for living, working and supply and a limited public transport service already characterize many rural areas. Increasingly individualized mobility needs are leading to a demand that is difficult to bundle and thus can hardly be met by conventional public transport. Mobility offers in rural areas must change and adapt to these new conditions. Rural mobility means establishing a region-specific, tailor-made mobility mix of publicly accessible and individual modes of transport. IRDG project is designed to have substantial impact on improved employment and living conditions of the rural. One of the areas for development of vibrant rural communities is increased rural mobility. Rural mobility initiatives increase the connectivity of a village or rural area and/or increase the number of people that can access a business/activity that generates more economic activity opportunities, often translated in new jobs. In this regard, IRDG Plans to support local initiatives (piloted in the municipalities Akhalkalaki and Tetrtskaro) to assess local mobility needs, develop solutions and implement innovative projects aimed at improvement of local mobilities.

### 2/ PURPOSE

The **primary objective** of the call is to respond to rural mobility needs in communities of Akhalkalaki and Tetrtskaro by development and implementation of innovative solutions **in close collaboration with public and private sector**.

**The priority will be given to the proposal ideas that:**

- Are primarily focused on the needs of vulnerable groups, esp. women.
- Are driven by preliminary analysis of the local mobility needs (inclusive of vulnerable groups), with factual evidence.
- Are aimed to deliver solutions that are collaborative (with private and public actors) and sustainable.

### 3/FINANCING SCHEME AND INELIGIBLE COSTS

Any funds requested for the grant(s) under this Call for Proposals must fall between the following minimum and maximum amounts<sup>1</sup>:

- minimum amount: USD 10,000.
- maximum amount: USD 20,000.

Applicant organizations should submit proposals with justified and realistic budgets.

Ineligible costs are:

1. debts and debt service charges (interest).
2. provisions for losses or potential future liabilities.
3. costs financed by another action or work programme receiving EU and UNDP funding.
4. purchases of land or buildings.
5. purchase of luxury goods and gambling equipment.
6. purchase of agriculture commodities, motor vehicles or pharmaceuticals.
7. purchase of used equipment.
8. currency exchange losses.
9. related to any type of maintenance.
10. daily allowances (per diem).
11. utilities and office rent.
12. overheads.
13. credit to third parties.
14. salary costs of the GoG personnel.
15. salary costs for personnel (including administrative costs), if such costs exceed 30% of total project costs.
16. related to participation in workshops, seminars, conferences and congresses.
17. scholarships for studies or training courses.
18. related to the infrastructure improvement and equipment, which are directly related to this Call for Proposal, if they exceed 50% of the total budget.
19. any indirect costs,

*Note: Successful applicant may be subject to receive guidance from the IRDG project team on implementation modalities of their projects that might affect the scope, timeline and budget of the applications – subject to further negotiations.*

*Note: Other restrictions may apply, specified before selection of successful projects*

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<sup>1</sup> Proposed grant proposal(s) should be co-sponsored either through primary applicant or co-applicant(s) with following rates only in case of non-LEADER/CLLD entities: at least 10% of total eligible costs. Non-LEADER/CLLD entities should ensure financial, cash co-finance<sup>1</sup> of the grants. LEADER/CLLD entities are not required to have co-sponsorship of grants.

#### 4/WHO CAN APPLY

LEADER/CLLD<sup>2</sup> and non-LEADER/CLLD entities are invited to apply for this Call for Proposals. For the purposes of this Call for Proposals:

- LEADER/CLLD entities (non-profit (non-commercial) legal entities) are: Local Action Group (LAG) and local community group (AMAG) organizations established with support of ENPARD program in IRDG project target municipalities (for the purposes of this call in Akhalkalaki, Tetrtskaro and Lagodekhi).
- Non-LEADER/CLLD entities are non-profit (non-commercial) legal entities (NGOs), **except:** (1) Local Action Group (LAG) and local community group (AMAG) organizations established with support of ENPARD program in IRDG project target municipalities (for the purposes of this call in Akhalkalaki, Tetrtskaro and Lagodekhi); (2) Religious and Political organizations; (3) Government owned entities.

LEADER/CLLD and non-LEADER/CLLD entities should be registered in accordance with the legal requirements of the Government of Georgia, must be able to provide organization's statute and the debt certificate.

All applicant organizations must demonstrate proven experience and capabilities in carrying out rural development interventions, including but not limited to: needs appraisal, community mobilization, socio-economic development actions, measures related to social inclusion and support of disadvantaged groups (youth, women, PWDs, IDPs, ethnic, religious, sexual and other minorities).

Coalitions (based on co-application) with NGOs and private sector is encouraged. *Note: Co-applicants must satisfy the eligibility criteria as applicable to the primary applicant.*

#### 5/IMPLEMENTATION LOCATION(S) AND DURATION

Activities of Rural Mobility grants should be implemented within administrative boundaries of **municipalities of Akhalkalaki and Tetrtskaro.**

Duration of the Rural Mobility grant activities within the grant application **shall not exceed 5 months**, counted from the date of the agreement signature to the date when all relevant activities have been successfully completed, reported and accepted by the UNDP/IRDG Project (Note: per grant agreement 1 month (on top of the 5 months of projects implementation) should be allocated for final reporting to the UNDP/IRDG Project).

**Only successful grant proposals will be awarded with the funding. It is anticipated that at least 2 grant proposals (regardless of the grant implementation location) will be financed under this Call of the Proposals. However, no or less than 2 grants may be awarded by UNDP/IRDG, depending on the evaluation results.**

#### 6/PROCEDURES OF GRANT PROPOSAL SUBMISSION

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<sup>2</sup> CLLD - Community-Led Local Development

Those willing to participate:

- Must submit filled Grant Application form (See Annex 1) in line with the goals and directions determined in this Call of Proposals and provide as an attachment of the application additional documents:
  - Partnership Memorandums with partner organization(s) (if applicable);
  - Note from Revenue Service on tax obligations;
  - Extract from the public register for primary and (if applicable) for co-applicants;
  - Separate account requisites which will be used only for grant project operations.

Please send filled application materials electronically to all of the following e-mails: [nodar.kereselidze@undp.org](mailto:nodar.kereselidze@undp.org); [giorgi.tsimintia@undp.org](mailto:giorgi.tsimintia@undp.org) in PDF (signed and stamped) and word formats. **The subject line should read: “CoP Application – Rural Mobility”.**

**Deadline for submission of applications for grant proposals is 11 February 2022, 18:00** (Tbilisi time and date). The grant proposals after the deadline will not be admitted and considered. **Applicant(s) are strongly advised not to wait until the last day to submit** application, since heavy Internet traffic or a fault with the Internet connection (including electricity failure, etc.) could lead to difficulties in submission. **If additional clarifications required, questions can be sent to the same email addresses indicated above (all of them together) no later than 10 days before the deadline for the submission of applications. Answers to questions will be provided within 3 working days no later than 3 days before the deadline for the submission of applications. The subject line should read: “Question(s) for CoP – Rural Mobility”. All questions and answers related to this CFP will be anonymized and published on 9 February 2022.**

Note: Consultation meeting with interested applicants on the preparation of the applications for grant proposal idea will be held on **21 January 2022, at 12:00 p.m. (GMT+4)** via **Zoom. Meeting ID: <https://undp.zoom.us/j/82735272725>**

## 7/SELECTION PROCESS

All grant proposals will be reviewed by the Evaluation Committee comprised of the representatives of relevant UNDP representatives. The Evaluation Committee will assess proposals according to the evaluation criteria:

	Selection Criteria	Selection Criteria Description	Score Percentage
1.	Applicant's Experience and management	The applicant organization(s) of experience in similar interventions and capacity of implementing. Project management arrangements are sound.	Max. 5%
2.	Relevance of the grant	The grant proposal is relevant to: (1) the objectives and priorities of the call for proposals; (2) particular needs and constraints of the target territories and groups; (3) proposal design reflects a robust analysis of the problems involved, and the capacities of the relevant stakeholders	Max. 20%

	<b>Selection Criteria</b>	<b>Selection Criteria Description</b>	<b>Score Percentage</b>
<b>3.</b>	<b>Methodology</b>	The grant proposal is technically accurate and consistent. The grant management has good understanding of grant proposal goals, the grant implementation plan clearly demonstrates how it will support the achievement of the grant goals. Design of the interventions are coherent. Action plan for implementing the action clear, feasible and time realistic. Beneficiaries are clearly defined and strategically chosen and include disadvantaged groups. Local communities are and will be engaged in the grant activities, including disadvantaged groups. The grant makes positive impact on local population in one or more of the following: local economy, social and environmental areas	Max. 30%
<b>4.</b>	<b>Sustainability and transferability</b>	The grant proposal is sustainable, and its further development and transferability of the results is possible	Max. 5%
<b>5.</b>	<b>Partnership and cooperation</b>	The grant proposal is designed to be implemented in partnership and close cooperation with stakeholders (public agencies, private companies, CSOs, etc.)	Max. 15%
<b>6.</b>	<b>Risk Management, monitoring and evaluation mechanisms</b>	Risk assessment and management tools, also the grant monitoring and evaluation mechanisms are well defined and demonstrate realistic capabilities of risk management. Logical Framework includes credible baseline, targets and sources of verification.	Max. 5%
<b>7.</b>	<b>Grant budget</b>	The grant budget is relevant and in line with the proposed work plan and set indicators	Max. 20%
<b>TOTAL</b>			<b>Max. 100%</b>

All decisions on the selection of grant proposals will be taken **approximately within 20 working days after closing date for applications**. An applicant is considered as a winner and will be invited to conclude the relevant agreement within 3 weeks after receiving the notification if:

- an applicant received at least 50% of scores for each selection criteria and 75% or higher of the total scores (if available, top 5 proposals out of those passing 75% will be selected);
- and applicant's scores are competitive and higher towards other applicants.

Each organization can be granted with only one grant. In total, a maximum of 2 grants will be selected for award. UNDP will be signing Low Value Grant (LVG) Agreement with the winning applicants.

**Grant Application(s) will not be further considered and will be disqualified if:**

- Applicant presents proposal (duplicate) already financed by any other project.
- It is provided by the non-eligible entity.

- It does not comply with primary and specific objectives, priorities, and instructions provided in this announcement.
- It is not consistent with the UNDP/IRDG project document.
- If the proposal includes the ineligible costs.

## 6/GENERAL METHODOLOGY/APPROACH CONSIDERATIONS

The goal of universal rural access and mobility is embedded in the Sustainable Development Goal (SDG) target 9.1: “Develop quality, reliable, sustainable, and resilient infrastructure, including regional and transborder infrastructure, to support economic development and human well-being, with a focus on affordable and equitable access for all.” (UN, 2015)

‘Mobility’ is a basic freedom; it is the possibility to access work, education, services, society and everything else that is part of a person’s life. In other words, mobility is one of the vital enablers of any community, especially of rural communities where many essential things are located some distance away. Providing more sustainable forms of mobility can also make an important contribution to mitigating climate change. However, rural mobility has received far less attention from policy-makers than urban mobility and there is a serious lack of conventional transport and of various shared mobility options that are being deployed in many urban areas. The reality for many rural areas is few buses, even fewer train stations and an almost total dependence on cars. This obliges people to spend more on travel, and to use private transport at the expense of more sustainable alternatives.

Rural mobility can be viewed as a cross-cutting ‘multiplier’ that can allow or improve outcomes and enhance the value of other investments. In many cases it will be a value-adding component to other economic, social, tourism or environmental projects. So, if a rural mobility initiative increases the connectivity of a village or rural area or increases the number of people that can access a business/activity.

However, the classic opinion is that ‘in rural areas, everyone has a car’. Of course, this is not true. Many people cannot drive, due to age, condition or affordability. When the household car is in use, other household members do not have access to it (esp. women). Low-/no-income households and individuals may not have a car. In the absence of good public transport or shared mobility services, many people cannot get around. This serious gap limits their participation in society, their earning potential and their contribution to the economy. Secondly, all communities, businesses and activity points need a reasonable level of connectivity to attract both local and visiting clients. This is especially important for ventures seeking to attract visitors/tourists from urban areas. Agri-business and related ventures need affordable mobility for their workers, who are typically low-waged and may be seasonal. However, there are usually huge differences in needs and provision between different types of area, making it essential to collect local stakeholder views at an early stage in the support projects development and to ensure that these are reflected in the prioritization of needs.

Many methodologies to assess local mobility needs have been developed and tested in European-sponsored projects such as SAMPO, SAMPLUS, SUNRISE, FLIPPER, MINDSETS. Relevant materials are now available on the SMARTA website. There may also be national/local resources with valuable reference data. Whatever tools are used, the fundamental approach is to talk to people. However, this must be done in a structured way so that the results are reliable. The main tools are focus groups, surveys, interviews and travel diaries. The websites of SMARTA, Euromontana, LAST-MILE, MAMBA, HiReach, RuMobil projects describe around 200 case studies of rural mobility services. They



include information about how they were implemented, what proved effective in what context, and site contacts.

### How to prioritize among competing needs?

This is a decision for the community to take. There are three basic approaches: (1) Social: Priorities those most in need, for example those experiencing social exclusion (esp. women); (2) Functional: Focus on the mobility service, connection to the local public transport network/hubs, the number of activities that can be served; or (3) Pragmatic: Focus on what can be done immediately, get some 'quick wins' and build up as opportunities arise. If the main goal is to improve connectivity of the community itself, then a combination of (2) Functional and (3) Pragmatic is likely to be most effective. Establishing new local mobility services is invariably dependent on what funding sources can be tapped into. This may in any case predetermine the purposes or targets for which the funding is used.

Indicative overall approach in brief:

- Phase 1: Understand your local situation
  - Step 1.1: Identify the main problem(s)
  - Step 1.2: Take stock of the local context
  - Step 1.3: Be aware of challenges
  - Step 1.4: Identify opportunities and strengths
- Phase 2: Articulate a vision and generate ideas
  - Step 2.1: Establish a stakeholder network
  - Step 2.2: Jointly develop a vision and talk about different scenarios for your region
  - Step 2.3: Brainstorm ideas
  - Step 2.4: Select the most promising idea(s)
- Phase 3: Plan your solution in detail
  - Step 3.1: Identify the building blocks of your solution
  - Step 3.2: Consider secure funding and liability
  - Step 3.3: Develop actionable tasks related to the solution(s)
  - Step 3.4: Communicate the solution to the public
- Phase 4: Implement and monitor your solution
  - Step 4.1: Manage the implementation process
  - Step 4.2: Monitor the process and evaluate the effects of your project
  - Step 4.3: Share what you have learned and inspire others

**It is highly recommended to use the guidance presented in:** A Guide to Collaborative Mobility Solutions <https://www.mambaproject.eu/wp-content/uploads/2020/09/A-Guide-to-Collaborative-Mobility-Solutions-in-Rural-Areas.pdf>

### **7/VISIBILITY**

Selected organization(s) must take all necessary steps to publicise the fact that the European Union has financed or co-financed the grant projects and must strictly comply with EU and UNDP Communication and Visibility Guidelines and Standards.

### **8/ IMPORTANT ADDITIONAL INFORMATION**

UNDP implements a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical practices, and obstruction. UNDP is committed to preventing, identifying and addressing all acts of fraud and corrupt practices against UNDP as well as third parties involved in UNDP activities. (See

<https://www.undp.org/content/dam/undp/library/corporate/Transparency/UNDPAntiFraudPolicyEnglishFINA%20Ljune2011.pdf>

<https://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions> for full description of the policies).

In responding to this Call for Proposals, UNDP requires all Proposers to conduct themselves in a professional, objective and impartial manner, and they must at all time hold UNDP's interest paramount. Proposers must strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. All Proposers found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Proposers, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they:

- Are or have been associated in the past, with a firm or any of its affiliates which have been engaged UNDP to provide services for the preparation of the design, Terms of Reference, cost analysis/estimation, and other documents to be used in this competitive selection process;
- Were involved in the preparation and/or design of the programme/project related to the services requested under this Call for Proposals; or
- Are found to be in conflict for any other reason, as may be established by, or at the discretion of, UNDP.

In the event of any uncertainty in the interpretation of what is potentially a conflict of interest, proposers must disclose the condition to UNDP and seek UNDP's confirmation on whether or not such a conflict exists.