

CALL FOR PROPOSAL FOR GRANT COMPETITION

UNDP Georgia Project Improving Rural Development in Georgia/ENPARD3	DATE: May 13, 2022
	REFERENCE: 00101419

Dear Sir / Madam:

We kindly request you to submit **CALL FOR PROPOSALS FOR GRANT COMPETITION
FOR DEVELOPMENT OF SKILLS FOR RURAL VULNERABLE GROUPS**

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; giorgi.tsimintia@undp.org in PDF (signed and stamped) and word
formats. **The subject line should read: "CoP Application – RURAL VULNERABLE GROUPS"**

Deadline for submission of applications for grant proposals is June 3, 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 May 19, 2022, at 11:00 a.m. (Tbilisi time
and date) via Zoom, Meeting ID: <https://undp.zoom.us/j/84572035514>**

The UNDP focal point for the arrangement:

Ms. Liliana Gureshidze; E-mail: liliana.gureshidze@undp.org;

Thank you and we look forward to receiving your Proposal.

Sincerely yours,



Nodar Kereselidze

National Project Manager

13/05/2022

**CALL FOR PROPOSALS FOR GRANT COMPETITION
FOR DEVELOPMENT OF SKILLS FOR RURAL
VULNERABLE GROUPS**

**in the municipalities of Keda, Khulo, Borjomi,
Tetritskaro, Akhalkalaki, Kazbegi, Lagodekhi and
Dedoplistskaro**

Date of Issuance:

13.05.2022

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 lives in rural areas, 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, present the 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 such 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.

IRDG project is designed to have substantial impact on improved well-being in rural areas, esp. those of vulnerable groups. One of the areas of development in this area, IRDG project of target municipalities (Keda, Khulo, Borjomi, Tetrtskaro, Akhalkalaki, Kazbegi, Lagodekhi and Dedoplistskaro) – is supporting employment (including self-employment) of vulnerable groups (youth, women, ethnic minorities, PWDs, and others). Vulnerable people in rural areas face barriers related to access to appropriate education opportunities, to a stagnant employment process, barriers to social inclusion, reduced participation opportunities and lack engagement in civic life, while struggling to get access to basic services and infrastructures among other. Also, the Covid-19 pandemic has generated more obstacles for rural residents for access to the same opportunities that their urban peers have. In this regard, IRDG project plans to support initiatives to deliver skills development courses for employment and self-employment of rural vulnerable groups.

2/ PURPOSE

The **primary objective** of the call is **to support rural vulnerable groups in skills development** to enable their employability, employment and inclusion in the municipalities of Keda, Khulo, Borjomi, Tetrtskaro, Akhalkalaki, Kazbegi, Lagodekhi and Dedoplistskaro.

The priority will be given to the proposal ideas that:

- Build on partnership between education/training service provider and employers (strongly encouraged)
- Propose innovative approaches for skills scanning, jobs placement, first job placement, trainings including agreed with private sector internships and practical skills development.
- Are oriented on institutionalization of the proposed trainings within public or private service provider will be prioritized.
- Will include easing access to VET and skills development of rural women with children, youth in NEETs and other vulnerable groups.

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:

- minimum amount: USD 15,000.
- maximum amount: USD 30,000.

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 50% 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

4/WHO CAN APPLY

Georgian Non-profit (non-commercial) legal entities are invited to apply for this Call for Proposals. These 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.

Vocational educational, training/retraining institutions (N(N)LE's) including other short-term training providers and organizations (N(N)LE's (NGO's) are invited to apply for this Call for Proposals. These 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 skills development interventions, including but not limited to: needs appraisal, curricula development, and measures related to social inclusion and support of disadvantaged groups.

Coalitions (partnership) with VET/training providers, NGOs, private sector and government institutions is encouraged. *Note: Co-applicants must satisfy the eligibility criteria as applicable to the primary applicant.*

5/IMPLEMENTATION LOCATION(S) AND DURATION

Activities of Skills Development support grants should be implemented within administrative boundaries of **municipalities of Keda, Khulo, Borjomi, Tetrtskaro, Akhalkalaki, Kazbegi, Lagodekhi and Dedoplistskaro.**

Duration of the grant activities within the grant application **shall not exceed 3 months**, counted from the date of the grant 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 should be allocated for final reporting to the UNDP/IRDG Project, though grantee can request reporting in less than 1 month).

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

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; giorgi.tsimintia@undp.org in PDF (signed and stamped) and word formats. **The subject line should read: "CoP Application – Skills Development".**

Deadline for submission of applications for grant proposals is 3 June 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 – Skills Development”. All questions and answers related to this CfP will be anonymized and published on 27 May 2022.**

Note: Consultation meeting with interested applicants on the preparation of the applications for grant proposal idea will be held on **19 May 2022, at 11:00** via **Zoom**.

Meeting link: <https://undp.zoom.us/j/84572035514>

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%
3.	Methodology	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%

	Selection Criteria	Selection Criteria Description	Score Percentage
4.	Sustainability and transferability	The grant proposal is sustainable, and its further development and transferability of the results is possible	Max. 5%
5.	Partnership and cooperation	The grant proposal is designed to be implemented in partnership and close cooperation with stakeholders (public agencies, private companies, CSOs, etc.)	Max. 15%
6.	Risk Management, monitoring and evaluation mechanisms	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%
7.	Grant budget	The grant budget is relevant and in line with the proposed work plan and set indicators	Max. 20%
TOTAL			Max. 100%

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. 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/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.

7/ 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%20June2011.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.