

**CIVIL SOCIETY BOOST INITIATIVE**

**FINANCIAL SUPPORT TO THIRD PARTIES:**

**REDUCTION OF VIOLENCE & POVERTY AGAINST VULNERABLE POPULATIONS**

**OPEN CALL for PROPOSALS**

2020/CSBI/RLMS

**GUIDELINES TO APPLICANTS**

Deadline for Submission of Proposals:

**June 30, 2020, 4:30 p.m. local date and time**

Information session for Applicants: May 28, 2020, 10:30 a.m. – 12:30 p.mm.

(via Zoom)

**1. Background to Action**  
**Latin America and the Caribbean is the most violent region on the planet, accounting for 39 per cent of the world's murders while Jamaica recorded the second highest murder rate in the Latin America and Caribbean region in 2019. Since the mid 1970’s Jamaica’s per capita murder rate steadily increased by an average of 4.4 per cent per year, from 19.8 per 100, 000 in 1977, to 60 per 100, 000 in 2017[[1]](#footnote-1). With a global average homicide rate of 6.1, even in Jamaica’s more peaceful times, the country was still one of the most violent in the world.** Forbes Magazine listed Jamaica as the third most dangerous place for women travelers in2017. In 2018, Business Insider ranked Jamaica 10th among 20 of the most dangerous places in the world. The International Monetary Fund (IMF) recently cited crime as the number one impediment to economic growth. Gangs, organized crime, and violence, and the nexus between them are Jamaica’s biggest citizen security challenge. Jamaica’s extreme violence is often attributed to gangs. Between 2008 and 2018, gang related violence was responsible for 56% of murders in Jamaica, with a high of 78% in 2013. The number of gangs in Jamaica increased from 191 in 2010 to 381 in 2018, with Kingston & St. Andrew experiencing most of the increases. As the number of gangs has increased, so has the murder rate as these gangs are well armed and able to virtually grow currency to purchase new, high-powered weapons. The majority of murders in Jamaica are committed with the gun. Between 2010 and 2018, 76% of murders were committed using firearms[[2]](#footnote-2).

Crime, particularly murders and shootings, in Jamaica has two main features – one is its high concentration in the major urban areas; the other is the high involvement of youth between the ages of 16 and 25 years old both as perpetrators and victims.[[3]](#footnote-3) Data shows that 75% of all crimes in Jamaica are committed by persons under the age of 30. Youth ages 15 – 24 are the largest subgroup of perpetrators and primary victims of violent crimes, while males in this cohort perpetrate 98% of major crimes in Jamaica. The continued high levels of shootings and murders over the years have been attributed to several factors including poverty, political tribalism, and the development of a sub-culture of violence through the proliferation of criminal gangs. A study by Moser and Holland on violence in Kingston revealed that residents of poor communities attributed the high level of crime and violence to a lack of economic opportunities and cited poverty as the reason for the prevalence of drug related crime. The 2016 Crime Victimization survey echoed these sentiments where 78% of respondents cited poverty and unemployment as the major causes of crime and violence in Jamaica[[4]](#footnote-4).  
The coronavirus outbreak, which was first detected in China, has infected more than 3 million people in over 185 countries according to the World Health Organization.. Its spread has left businesses around the world counting the costs and has become one of the biggest threats to the global economy and financial markets. Major institutions and banks have cut their forecasts for the global economy. Meanwhile, fears of the coronavirus impact on the global economy have rocked markets worldwide, with stock prices and bond yields plunging. In Jamaica, there are 487 cases of Corona Virus (May 08, 2020), which has led to lockdowns in the parish of St. Catherine, sections of St. Mary and islandwide curfews. Social distancing measures have been implemented including a requirement for the population to wear a mask when going in public spaces. Amid all this, the economic fallout will be telling for the poorest of Jamaicans, especially those in vulnerable inner-city and rural communities targeted by this action. While the government has implemented a massive stimulus programme, there will be need for support to establish economic activities toward financial recovery among the most vulnerable.

**Objective and Priority issues of the Call for Proposals**  
This call seeks to contribute to the reduction of violence among vulnerable populations as well as increased economic opportunities for vulnerable Jamaicans in light of the Corona Virus.  
 **2. The following objective must be achieved:** To reduce opportunities for gender-based violence among marginalized women by supporting organizations that serve women through economic empowerment building services  
  
In accordance with the objective, the priorities of this call for proposals are as follows:  
**A.** Actions that **contribute towards a reduction of violence and increased community safety**   
  
B. Actions to **increase economic opportunities for vulnerable populations** in violent prone communitiesin light of the economic fallout from the Corona Virus (Covid 19)

**3. Financial Allocation Provided**  
The overall indicative amount made available under this Call for Proposals is **JMD 10, 500, 000**. The contracting Authority reserves the right not to award all available funds.  
  
Any grant requested under this Call for Proposals must fall between the following minimum and maximum amounts:   
  
Minimum amount: JMD 1, 400 000  
  
Maximum amount: JMD 2, 800 000  
  
Any grant requested under this Call for Proposals must fall between the following minimum and maximum percentages of total eligible costs of the action:  
  
Minimum percentage: 60%  
  
Maximum percentage: 95%  
  
For example. If your total grant budget is $6 million and you are requesting the maximum under this call ($2, 800, 000), the percentage of our contribution would be approximately 47%. As a result, this action will not be funded as the precentage contribution requested falls below the minimum

The **balance** (difference between the total cost of the action and the amount requested from the Contracting Authority) must be financed from other sources.  
   
**4. Duration & Location**The initial planned duration of an action may not be less than 6 months nor exceed 9 months. Actions **must** take place in Jamaica in any of the following vulnerable communities. Applicants are required to demonstrate this in their application.

**Kingston & St. Andrew:** Allman Town, Arnett Gardens, Campbell Town, Central Downtown, Cockburn Gardens, Delacree Park/Union Gardens, Delacree Pen, Denham Town, Drewsland, East Downtown, Fletcher Land, Franklyn Town, Greenwich Town/New Port West, Hannah Town/Craig Town, Jones Town, Majesty Gardens, Marverley, Maxfield Park, New Haven, Penwood, Rae Town, Rema, Riverton City, Rose Town, Seaview Gardens, Seaward Pen, Southside, Tivoli Gardens, Tower Hill, Trench Town, Waltham Gardens, Waterhouse, West Downtown, Whitfield Town, August Town, Bull Bay/Seven Miles, D’Aguillar Town/Rennock Lodge, Gordon Town, Grants Pen, Harbour View, Johnson Town, Kintyre, Lawrence Tavern, Mountain View Gardens, Nannyville, Norman Gardens, Passmore Town, Richmond Park, Rollington Town, Springfield, Stony Hill, Swallowfield, Vineyard Town, Woodford Park  
  
**St. James:** Downtown Montego Bay, Flanker, Mount Salem, Norwood, Granville, Tucker, Retirement, Salt Spring, Flower Hill, Orange, Adelphi, Green Pond, Barrett Town, Lilliput, Bogue, Anchovy, Mount Carey, Cambridge, Canterbury, Rose Heights,   
  
**Clarendon:** Sandy Bay, Bucknor, Treadlight, Bucks Common, May Pen Proper, Palmers Cross, Lionel Town, Hayes, Osbourne Store, Four Paths, York Town, Milk River, Race Course, Brixton Hill, Ashley, Beckford Kraal, Chapelton,   
  
**St. Catherine:** Caymanas, Central Village, Spanish Town Central, Bartons, Old Harbour, Kitson Town, Gregory Park, Waterford, Naggo Head, Linstead, Bogwalk

**5. The following types of activities may be financed under this Call for Proposals**  
Development of income generating activities, and/or setting up of social enterprise that benefit women and other vulnerable populations; Training workshops; skills training programmes; counselling support, treatment, etc.

**6. Types of organizations or categories of persons which may apply**  
Applicants **MUST** be a legal entity operating in Jamaica as a Non-Profit Organization and registered with either the Companies Office of Jamaica or the Department of Cooperatives & Friendly Societies for a minimum of 1 year.  
  
Priority will be given to agencies who can demonstrate capacity to implement projects through training received in the following areas: Project Cycle Management; Business Structure & Internal Governance; Financial Management for NGOS; Communication, PR & Social Media; Fund Raising & Funding Diversification; Measurement Tools for Success/Monitoring & Evaluation; Advocacy.

Please demonstrate this in the relevant section of your proposals.

**Proposals per applicant**

* The applicant may not submit more than one application under this Call for Proposals.
* The applicant may, however, be a co-applicant in another application at the same time.
* An Applicant/Co-applicant may not be awarded more than one grant under this Call for Proposals

**7. Eligibility of Costs: Costs that can be included**

**Eligible direct costs**

* The following direct costs of the Beneficiary shall be eligible:
* The costs of staff assigned to the Action, corresponding to actual gross salaries including statutory charges and other remuneration-related costs; salaries and costs shall not exceed those normally borne by the beneficiary
* Travel and subsistence costs for staff and other persons taking part in the action provided they are rational and do not exceed those normally borne by the Beneficiary
* Purchase costs for equipment and supplies specifically for the purpose of the Action
* Costs of consumables
* Duties, taxes and charges, including GCT paid and are not recoverable by the Beneficiary
* Overhead Costs

**Contingency Reserve**

The budget may include a contingency reserve not exceeding 5 % of the estimated direct eligible costs. It can only be used with the **prior written** **authorization** of the Contracting Authority.

**Eligible indirect costs**The indirect costs incurred in carrying out the action may be eligible for flat-rate funding, but the total must not exceed 7 % of the estimated total eligible direct costs. Indirect costs are eligible provided that they do not include costs assigned to another budget heading. Once the flat rate has been fixed in the special conditions of the standard grant contract, no supporting documents need to be provided.

**Contributions in kind**Contributions in kind mean the provision of goods or services to a Beneficiary(ies) or affiliated entity(ies) free of charge by a third party. As contributions in kind do not involve any expenditure for a Beneficiary(ies), they are not eligible costs.

Contributions in kind **may not** be treated as co-financing. However, if the description of the action as proposed includes contributions in kind, the contributions have to be made.

**Ineligible costs**

The following costs are not eligible:

* debts and debt service charges (interest);
* provisions for losses or potential future liabilities;
* costs declared by the Beneficiary(ies) and financed by another action or work programme receiving a European Union (EU) (including through EDF) grant;
* purchases of land or buildings, except where necessary for the direct implementation of the action, in which case ownership must be transferred to the final beneficiaries and/or local Beneficiary(ies), at the latest at the end of the action;
* currency exchange losses;
* credit to third parties.
* salary costs of the personnel of national administrations

Financial Support to third partiesis **NOT** allowed under this Call for Proposals.

**Visibility**

The Applicants must take all necessary steps to publicize the fact that the European Union and RISE Life Management Services has financed or co-financed the Action. As far as possible, actions that are wholly or partially funded by the European Union must incorporate information and communication activities designed to raise the awareness of specific or general audiences of the reasons for the action and the EU support for the action in the country or region concerned, as well as the results and the impact of this support.

**Deadline for Submission of Applications**The deadline for the submission of applications is **June 30, 2020,** at 4:30 p.m.Applications submitted after the deadline will be rejected.

**Further information about Applications**  
An **Information Session** on this Call for Proposals will be held on **May 28, 2020** at 10:30 a.m. – 12:30 p.m. local time via Zoom. Please confirm your attendance to this session by sending email to [riselifejm@gmail.com](about:blank). A confirmation message containing meeting information will be sent to you.  
  
Questions may in addition be sent by e-mail no later than 14 days before the deadline for submission of applications to the following email address: [riselifejm@gmail.com](about:blank).   
 **SUBJECT: Civil Society Boost Initiative – CALL FOR PROPOSALS**

The Contracting Authority has no obligation to provide clarifications to questions received after this date. Replies will be given no later than 10 days before the deadline for submission of applications. All questions and answers will be published on the RISE Life Management Services website [http://www.risejamaica.org](about:blank) . It is therefore advisable to consult the abovementioned website regularly in order to be informed of the questions and answers published.

To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of applicants, an action, or specific activities.

Where and how to send Applications

Applications, as well as budget must be submitted to the following e-mail address: [riselifejm@gmail.com](about:blank). An email receipt confirmation will be sent for each e-mail submission.  
  
The email must bear the followingsubject**: Attn: Civil Society Boost Initiative, Call for Proposals/CSBI/2020/RLMS**

**Evaluation & Selection of Applicants**Applications will be examined and evaluated by the Contracting Authority with the possible assistance of external assessors. All proposals submitted will be assessed according to the following criteria.  
  
**Step 1: OPENING & ADMINISTRATIVE CHECKS (To be done under the observation of EU representative)**  
The following will be assessed:  
a. Compliance with the submission deadline. If the deadline has not been met, the application will be automatically rejected.

b. The Application Form satisfies all the criteria specified in points 1-5 of the Checklist (last page of Application Form). If any information is missing or incorrect, the application may be rejected on that **sole** basis and the application will not be evaluated further.

**Step 2:** The **evaluation criteria** are divided into sections and subsections. Each subsection will be given a score between 1 and 5 as follows: 1 = very poor; 2 = poor; 3 = adequate; 4 = good; 5 = very good.

|  |  |  |
| --- | --- | --- |
| **Section** | | **Maximum Score** |
| **1. Financial and operational capacity** | | **30** |
| 1.1 Do/es the applicant/s and, if applicable, their affiliated entity(ies) have sufficient experience of projectmanagement? | | 5 |
| 1.2 Do/es the applicant/s and, if applicable, their affiliated entity(ies) have sufficient technical expertise? (especially knowledge of the issues to be addressed) | | 5 |
| 1.3 Do/es the applicant/s and, if applicable, their affiliated entity(ies) have sufficient management capacity? (Including staff, equipment and ability to handle the budget for the action)? | | 5 |
| 1.4 Does the lead applicant have stable and sufficient sources of finance? | | 5 |
| 1.5 Does the applicant have demonstrated CSO and Project Management capacity? | | 10 |
| Project Cycle Management/Proposal Writing | 2 |
| Business Structure & Internal Governance | 2 |
| Financial Management for NGOS | 1 |
| Communication, PR & Social Media | 1 |
| Fund Raising & Funding Diversification | 1 |
| Measurement Tools for Success/Monitoring & Evaluation | 2 |
| Advocacy/Networking | 1 |
| **2. Effectiveness and feasibility of the action** | | **35** |
| 2.1 How relevant is the proposal to the objectives and priorities of the call for proposals and to the specific themes/sectors/areas or any other specific requirement stated in the guidelines for applicants? | | 5X2\*\* |
| 2.2 Are the activities proposed appropriate, practical, and consistent with the objectives and expected results? | | 5 |
| 2.3 How clearly defined and strategically chosen are those involved (final beneficiaries, target groups)? Have their needs and constraints been clearly defined and does the proposal address them appropriately? | | 5 |
| 2.4 Is the action plan clear and feasible? | | 5 |
| 2.5 Does the proposal contain objectively verifiable indicators for the outcome of the action? Is any evaluation planned? | | 5 |
| 2.6 Does the proposal contain particular added-value elements (e.g. innovation, best practices) ? Does the proposal contain sufficient visibility mechanisms to highlight the funding provided by RISE and the EU? | | 5 |
| **3. Sustainability of the action** | | **20** |
| 3.1 Is the action likely to have a tangible impact on its target groups? | | 5 |
| 3.2 Is the proposal likely to have multiplier effects? (Including scope for replication, extension and information sharing.) | | 5 |
| 3.3 Are the expected results of the proposed action sustainable?:  - financially *(how will the activities be financed after the funding ends?)*  - institutionally *(will structures allowing the activities to continue be in place at the end of the action? Will there be local ‘ownership’ of the results of the action?)*  - at policy level (where applicable) *(what will be the structural impact of the action — e.g. will it lead to improved legislation, codes of conduct, methods, etc?)*  - environmentally (if applicable) *(will the action have a negative/positive environmental impact?)* | | 5X2\*\* |
| **4. Budget and cost-effectiveness of the action** | | **15** |
| 4.1 Are the activities appropriately reflected in the budget? | | 5 |
| 4.2 Is the ratio between the estimated costs and the expected results satisfactory? | | 5X2\*\* |
| **Maximum total score** | | **100** |

\*\*: this score is multiplied by 2 because of its importance

*Note on section 1. Financial and operational capacity*If the total score for section 1 is less than 12 points, the application will be rejected. If the score for at least one of the subsections under section 1 is 1, the application will also be rejected.

**Notification of the Contracting Authority’s Decision**  
The applicants will be informed in writing of the Contracting Authority’s decision concerning their application and, if rejected, the reason for the negative decision.

**Indicative Timetable**

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| --- | --- | --- |
|  | **DATE** | **TIME\*** |
| **Information Session** | May 28, 2020 | 10:30 – 12:30 p.m. |
| **Deadline for requesting any clarifications from RISE Life Management Services** | June 14, 2020 | - |
| **Last date on which clarifications are issued by RISE Life Management Services** | June 22, 2020 | - |
| **Deadline for submission of Applications** | June 30, 2020 | 4:30 p.m. |
| **Notification of award** | July 10, 2020 | - |
| **Contract signature** | July 15, 2020 | - |

This indicative timetable may be updated by RISE Life Management Services during the procedure. In such cases, the updated timetable will be published on the RISE Life Management Services web site [www.risejamaica.org](about:blank)

1. CAPRI – Transforming Citizen Security a Yaad, Executive Summaries [↑](#footnote-ref-1)
2. CAPRI – Transforming Citizen Security a Yaad, Executive Summaries [↑](#footnote-ref-2)
3. Violence prevention through the engagement of Violence Producers – CSJP Violence Prevention Programme [↑](#footnote-ref-3)
4. Ministry of National Security, 2016 [↑](#footnote-ref-4)