FINNISH FUND FOR LOCAL COOPERATION

Call for Proposals

28.08. – 12.09.2019

Guidelines for Applying
BACKGROUND

Fund for Local cooperation is part of Finland's Country Strategy in Tanzania. It complements the Finnish-Tanzanian bilateral cooperation especially under the outcome area "More accountable and inclusive public policy making".

The 2019 call a is looking for project proposals, which aim at supporting:
- Defending the rights of human rights defenders
- Fights against sexual and gender based violence
- The rights of people with disabilities

The Embassy of Finland's Fund for Local Cooperation (FLC) builds on the view that sustainable development cannot be achieved without an active civil society. In Tanzania, civil society organisations are needed both for their advocacy work as well as service delivery. The FLC aims to build partnerships between the civil society organisations and the Embassy of Finland, and to support the organisations so that they can operate more effectively.

With FLC, the organisations can, for example, influence policy processes, monitor government actions or enhance service delivery to vulnerable groups with the ultimate aim of poverty reduction and realization of human rights.

The Embassy will provide core and project based support. The maximum funding for core support per organization is 100 000 euros for the period of two years, and for the project based support is 60 000 for the period of two years. The applicants have to specify which category they are applying and they can only apply for one category. The Embassy is able to provide core support to 1-3 organizations and project based support to 1-3 organizations.

Follow the links to see,

Finland's Country Strategy for Development Cooperation in Tanzania 2016-2019
Result Based Management (RBM) in Finland's Development Cooperation
Human Rights Based Approach (HRBA) in Finland's Development Cooperation
ELIGIBILITY

Any organisation/project selected for funding has to meet the following criteria and present the information in the proposal document:

- be ODA eligible
- be a Tanzanian non-governmental organization
- be registered and legally competent
- have been operational for a minimum of three years
- have at least 10% of funding from at least one other source (in kind contribution are not accounted)
- have a functional board of directors
- be a non-partisan organization
- demonstrate past success in work in defending the rights of human rights defenders, fight against sexual and gender based violence, or the rights of people with disabilities
- have a solid financial management system including regular financial audits, and a reliable monitoring, evaluation and reporting system, including capability to report in English
- have a sufficient infrastructure and human resources in Tanzania
- demonstrate experience of working with an international donor

FLC Partners are requested to apply key elements of Finnish development policy and quality standards, namely the Results Based Management (RBM), Human Rights Based Approach to Development (HRBA) and Cross-Cutting Objectives (CCOs) in their project plans. They are an important part of the selection criteria for FLC applications, and projects/organizations which are assessed as Human Rights blind cannot be funded.

The Fund for Local Cooperation cannot support
- Governmental institutions and/or organizations
- A political party
- Projects in which the beneficiary is a single person, single family, scholarships
- Constructions
- Charity activities
- Purchasing land
- Finnish beneficiaries
- Basic research
- Humanitarian aid
- Microcredit systems
GUIDELINES FOR APPLYING THE CORE SUPPORT

Link for the application and other related materials is accessible online at the Embassy's webpage. The deadline for submission is Thursday 12.09.2019, at 15:00 (GMT +3).

Applying phase: points of particular note

- Applications are to be submitted only by online system. Those sent via email or post are not accepted;
- Embassy of Finland takes no responsibility for, and will not be liable for the online system being temporarily unavailable due to technical issues beyond our control. Applicant must accept this condition;
- No documents or annexes other than the requested are permitted for submission;
- Any significant discrepancy between a) the online answers b) documentation constitutes ground for possible rejection;
- The Embassy reserves the right to request additional information at any stage of the process;
- The Embassy reserves the right to accept or reject the applications and project proposals;
- After the time of submission deadline, it is not possible to submit any applications;
- For the core support, there is only one phase for submitting the application and required documentations, after which the applications will be fully evaluated
- All the documents must be attached in pdf-format
- Any questions regarding FLC Call for Proposals are to be made to asna.mshana@formin.fi. Enquiries regarding the status of individual proposals cannot be responded to.

Online system is categorized into the following parts:

1. Basic information
2. Overview of the organisation’s work and key strengths
3. Annexes

The application must consist of
1. Registration certificate
2. External institutional capacity assessment not older than two years
3. The applicant organization’s strategic plan which includes results framework, risk analysis and risk management approach, monitoring and evaluation plan as well as management structure;
4. A detailed budget for the implementation period of the strategic plan including information on the other funding sources;
5. The annual implementation or work plan for 2020 (if not available, then plan for 2019)
6. A copy of a latest audit report;
7. Organogram or other description of organizational structure and staff.
APPLICATION SCREENING AND APPLICANT SELECTION PROCESS

The FLC committee of the Embassy in Dar es Salaam will review the submitted applications. Applications are first assessed for eligibility criteria (pass/fail). Those meeting the criteria will be assessed by relevance, sustainability, local needs and priorities, and coherence with the Finnish development policy and its priorities and principles distributed as follows:

<table>
<thead>
<tr>
<th>Assessment criteria</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Relevance</td>
<td>25</td>
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<td>Sustainability</td>
<td>25</td>
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<tr>
<td>Local needs and priorities</td>
<td>25</td>
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<td>Coherence with the Finnish development policy and its priorities and principles</td>
<td>25</td>
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</tbody>
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The timeline for the proposal screening and selection process as a whole is currently envisaged as follows:

1. Announcement of Call for proposals: **28.08.2019**;
2. Deadline for submitting the full application: **12.09.2019**;
3. Contract signing and start of projects: latest by **End of November 2019**.

FURTHER INFORMATION

Questions regarding FLC Call for Proposals can be addressed to FLC coordinator:
Mrs. Asna Mshana
Tel: +255 22 2212400, +255 767 919915
E-Mail: asna.mshana@formin.fi

Please notice that enquiries regarding the status of individual proposals cannot be responded to.
ADDITIONAL TERMS AND INFORMATION ABOUT FLC

The Funds for Local Cooperation (FLCs) granted by the Embassy of Finland are governed by Finnish legislation, particularly the Act on Discretionary Government Transfers (688/2001), and the Internal Instructions (6/2014) of the Ministry for Foreign Affairs (MFA) of Finland. The Internal Instructions set out the main principles concerning eligibility criteria for partners and use of the FLC funds.

All procurement shall be made in accordance with generally accepted principles and good procurement practices. The Finnish legislation on public procurement shall be applied if the Agency has received more than half of the value of the procurement as an aid or subsidy from the Ministry or other Finnish governmental authorities.

An annual audit should be conducted on all projects, which receive annual payments exceeding 20,000 €. Annual auditing is recommended also for smaller projects. The partner organisation may commission a project audit separately or as a part of the organisation’s own full audit. If this does not take place, or if the Embassy perceives the auditing as unsatisfactory, the Embassy may commission an audit on its own. In the Agreement, the Embassy reserves the right to conduct an audit on any project it deems necessary.

The Embassy monitors the project through reports, visits and audits. If there are signs of a misuse of funds or possible corruption, the Embassy may suspend or terminate financing and launch a legal procedure for clarifying the issue. The Embassy reserves the right to evaluate and audit the project at any time. Finland’s policy against corruption is very strict. The organisation responsible for the project is obligated at request to make all required documentation available for the evaluation/audit. A Code of Ethics is a part of all Funding Decisions.

Accountability on activities supported is to be ensured. No further funding can be provided to any organisation as long as the approved accounting for any previous funding is pending.

An FLC organisation can use max 10 % for administration. Administration should have its own budget line so that it is clear what costs can be included in it. The project budget may include expenditure on financial management and reporting which are marked as tasks of specific persons.

Sub-granting is not allowed. The Embassy of Finland cannot grant FLC funding to Funds, which then allocate financing onwards to other organisations.