



**Embassy of Finland
Dar es Salaam**

FINNISH FUND FOR LOCAL COOPERATION

Call for Proposals

31.03.2021 – 23.04.2021

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 "Finland promotes good inclusive governance, human rights and gender equality".

The 2021 call is looking for project proposals, which aim at supporting:

- Youth economic empowerment, especially young women
- Land ownership, use and inheritance rights, as a tool for empowering women, young adults and pastoralists
- 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 maximum funding for project support per organization is 80 000 euros for the period of two years.

Follow the links to see further:

[Result Based Management \(RBM\) in Finland's Development Cooperation](#)

[Human Rights Based Approach \(HRBA\) in Finland's Development Cooperation](#)

ELIGIBILITY

Any organization/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 on youth empowerment, especially young women , land rights for rural women and indigenous people, the rights of people with disabilities
- have a long term strategy, 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 PROJECT BASED SUPPORT

Link for submitting concept notes and other related materials is accessible online at the Embassy's webpage [Embassy website](#). The deadline for submission is **Friday 23.04.2021, at 15:00 (GMT +3)**.

Concept note phase: points of particular note

- Concept notes are to be submitted only by online system. Concept notes which are 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) concept note and b) full proposal stage 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 concept notes and project proposals;
- After the time of submission deadline, it is not possible to submit any concept note;
- Inclusion on the shortlist and the discussion with the Embassy is not a guarantee or commitment for funding.
- Any questions regarding FLC Call for Proposals are to be made to asna.mshana@formin.fi
- Enquiries regarding the status of individual concept notes cannot be responded to.

Online system is categorized into the following parts:

1. Basic information
2. Project support overview
3. Annexes

Required annexes 1) **Concept Note**, 2) **Registration Certificate 3: Strategic Plan** You are advised to save required documents in your computer before starting to fill the online form. Please notice that the concept note should be **max 5 pages**, and attached in pdf- format, not as word-document.

OUTLINE FOR A CONCEPT NOTE

CONCEPT NOTE SCREENING AND FULL PROPOSAL APPLICANT SELECTION PROCESS

Summary page	<ul style="list-style-type: none">Proposed project titleSummarised key information: sector, key partners, region, strategic approach and proposed results, tentative funding
1. Stakeholders and beneficiaries	<ul style="list-style-type: none">Stakeholder description
2. Project description	<ul style="list-style-type: none">Rationale for launching the project and the proposed modalityDescription of the internal project logic, Results Chain/Theory of ChangeScope of the proposed project (e.g. duration, geographic coverage)Tentative results (impact, outcome and outputs) based on the Results Chain, including crosscutting objectives relevant to the project.Tentative key milestones
3. Strategic approaches	<ul style="list-style-type: none">Implementation strategy and related actions Critical issues related to cross-cutting objectives
4. Implementation arrangements	<ul style="list-style-type: none">Institutional framework (implementing agency, key partners and their roles)Justifications for proposed modality and related programme management structure, including channelling of fundsCoordination and cooperation with other stakeholders
5. Resources and budget	<ul style="list-style-type: none">Budget estimateInitial funding plan indicating foreseen contributions of each partner
6. Risks and mitigation measures	<ul style="list-style-type: none">Describe the risks related to the project.

CONCEPT NOTE SCREENING AND FULL PROPOSAL APPLICANT SELECTION PROCESS

The FLC committee of the Embassy in Dar es Salaam will review the submitted concept notes. Concept notes are first assessed for eligibility criteria (pass/fail). Those concept notes 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:

Assessment criteria	Percentage
Relevance	25
Sustainability	25
Local needs and priorities	25
Coherence with the Finnish development policy and its priorities and principles	25

Based on the scoring results, the Embassy shortlists the most qualified concept notes. Organisations with successful concept notes are asked to provide a full application with annexes (stage II).

In Stage II shortlisted applicants will be requested the following information:

- Detailed proposal
- Risks assessment
- Results framework
- Detailed budget
- Latest annual reports
- Recent audited financial statements
- Detailed CVs
- External organizational capacity assessment report done in the past two years
- Organization strategy

More detailed information about the Stage II will be offered directly for qualified organisations.

The timeline for the concept note screening and selection process as a whole is currently envisaged as follows:

1. Announcement of Call for Concept Notes: **31.03.2021;**
2. Deadline for submitting concept notes : **23.04.2021;**
3. Selection and invitations of concept notes for full proposal stage: **End of May 2021;**
4. Deadline for receiving full proposals: **Mid-June 2021** (specific date will be announced later);
5. Contract signing and start of projects: **End of August 2021.**

FURTHER INFORMATION

Questions regarding FLC Call for Proposals can be addressed to FLC coordinator:

Ms. Asna Mshana

E-Mail: asna.mshana@formin.fi

Please notice that enquiries regarding the status of individual concept notes cannot be responded to.