



**Embassy of Finland
Dar es Salaam**

FINNISH FUND FOR LOCAL COOPERATION

Call for Proposals

28.03.2023 – 21.04.2023

Guidelines for Applying

BACKGROUND

Fund for Local cooperation is a funding tool for local civil society organisations and is a part of Finland's Country Programme in Tanzania. It complements the Finnish-Tanzanian bilateral cooperation especially under the outcome area 1: Inclusive development through active citizenship.

The 2023 call is looking for project proposals, which aim at supporting;

- Human rights and media freedom
- Entrepreneurship and labor market skills for youth

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 85,000 euros for the period of two years.

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 registered Tanzanian non-governmental organization 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 human rights, media freedom, entrepreneurship and labor market skills for youth
- 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
- 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 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

Follow the links to see,

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

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

[Guideline for the Crosscutting Objectives in the Finnish Development Policy and Cooperation](#)

GUIDELINES FOR APPLYING FOR THE CORE AND PROJECT BASED SUPPORT

Please find below Instructions for submitting concept note and other related materials. The deadline for submission is **Friday 21.04.2023, at 15:00 (GMT +3)**.

POINTS OF PARTICULAR NOTE THE APPLICATION

- The applications are to be submitted by email. Applications which are sent via post or delivered to the Embassy are not accepted;
- Embassy of Finland takes no responsibility for, and will not be liable for email 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;
- After the time of submission deadline, it is not possible to submit any application;
- Inclusion on the shortlist and the discussion with the Embassy is not a guarantee or commitment for funding.

REQUIRED ANNEXES

1) Concept Note 2) Registration Certificate 3) Strategic Plan 4) an institutional capacity assessment (not older than 2 years) 5) Annual work plan 2023 6) a latest audit report. Please notice that the concept note should be maximum six pages, and attached in pdf- format, not as word-document.

CONTENT FOR CONCEPT NOTE:

Summary page	<ul style="list-style-type: none">• Name of the organization and address• Proposed project title• Summarised 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 modality• Description of the internal project logic, Results Chain/Theory of Change• Scope 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 funds• Coordination and cooperation with other stakeholders

5. Resources and budget	<ul style="list-style-type: none"> • Budget estimate • Initial 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.

Based on the assessment, 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 APPLICATION screening and selection process as a whole is currently envisaged as follows:

1. Announcement of Call for Concept Note the application: **28.03.2023**;
2. Deadline for submitting application : **21.04.2023**;
3. Selection and invitations of concept notes for full proposal stage: **Mid-May 2023**;
4. Deadline for receiving full proposal stage : **Beginning of June 2023** (specific date will be announced later);
5. Contract signing and start of projects: **July 2023**.

FURTHER INFORMATION

Questions regarding FLC Call for Proposals can be addressed to:

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