

IEDS Italian NGO Program

Call for Proposal

Deadline for submission of the Proposal:

September 30, 2010

1. Objectives of the Italian Egyptian Debt for Development Swap (IEDS) Program and priority issues

The Italian NGO Program has been established in the framework of the Italian Egyptian Debt for Development Swap (IEDS) Agreement signed by the Italian and Egyptian Governments in Cairo on 3rd June 2007.

The Parties have identified the following priority areas of intervention:

1. Human Resources Development
2. Transfer of Technology and Upgrading Innovation Centres
3. Primary Production Promotion, Organization and Logistics
4. Natural Resources Protection and Management.
5. Social Dimension.

2. Financial allocation

The overall amount available for this call for proposal is 4,000,000 EGP.

The granting of the above global amount is subject to the approval of the Project Document by the IEDS Management Committee.

3. Rules for this Call for Proposal

Applicants must comply with the conditions set out in this Call for Proposal, in conformity with the IEDS procedures which are applicable to the present Call.

3.1 Eligibility criteria

There are three sets of eligibility criteria, relating to:

- applicant(s) which may request the grant (3.1.1);
- actions for which the grant may be awarded (3.1.2);
- costs which may be taken into account (3.1.3).

Applications must be submitted on the standard form required for this Call for Proposal and provided in Annex A.

3.1.1 Eligibility of applicants: who may apply?

In order to be eligible for a grant, applicants must:

- be a Non Governmental Organization (NGO) constituted in accordance with the legislation in force in Italy
- have a valid registration in accordance with the legislation in force in Egypt
- demonstrate an established and effective partnership with the relevant public institutions involved and the local organizations in Egypt where the actions are taking place
- demonstrate to have sufficient operational capacity to implement the proposed Project: (i) the applicant must have appropriate and proven qualifications and experience in working in poverty alleviation projects (community development and social inclusion, sustainable use of natural and cultural resources, promotion of income generating activities for low-income households,

Applicants may act individually or in a consortium with partner NGOs. The partners must therefore comply with the same eligibility criteria as applicants. Where the project proposal is presented on behalf of a consortium, only one organization must be clearly identified as the applicant in the application form. This applicant organization will act as a signatory to the contract and have full legal, financial and management responsibility for all aspects of the execution of the Project.

Applicants' partners participate in designing and implementing the Project and the costs they incur are eligible in the same way as those incurred by the Applicant.

3.1.2 Eligible actions: action for which the application may be made

Duration

The planned duration of the Project may be between 24 and 36 months.

Sectors and themes

Given the general objectives of the IEDS Program, specified in section 1 of the present document, actions supported under this Call should be aimed to poverty alleviation and environmental protection with a special focus on disadvantaged groups, such as women and unemployed youth living in rural areas.

The following are the priorities of this Call:

- Promotion of community development, social inclusion actions for poverty alleviation and environmental conservation (such as promotion of sustainable use of natural resources), following a participatory approach and creating interaction between different societal groups.
- Promotion of tourism linked to natural and cultural heritage aimed at the creation of youth employment opportunities.
- Promotion of income generating activities for low-income households, with special reference to women and the development of handicrafts activities.
- Promotion of systems and mechanisms to support Egyptian Non State Actors (NSA) and Local Authorities (LA) through capacity building activities (training, technical assistance, operational support....)
- Promotion of best practices and experiences in the above mentioned fields

Geographical coverage

Actions should be implemented mainly in Egyptian rural areas, preferably in Upper Egypt, Fayoum Governorate.

3.1.4 Eligibility of costs: costs which may be taken into consideration for the grant

Only "eligible costs" can be taken into account for a grant. These are detailed below. The eligible costs must be based on real costs, not lump sums (except for travel and subsistence costs and indirect costs).

Eligible direct costs

To be eligible under the Call for Proposal, costs must be necessary for carrying out the Project activities, comply with the principles of sound financial management, in particular value for money and cost-effectiveness.

Fixed Costs for “Project Management and Running Expenses” should not exceed 35% of the total budget and the rest should be devoted to the Project activities where these components should receive at least 65% of the total budget.

Eligible direct costs include:

- the cost of staff assigned to the Project;
- travel and subsistence costs for staff taking part in the Project;
- the cost of purchasing equipment (new or used) and services, provided they correspond to market rates;
- the cost of consumables and supplies;
- subcontracting;
- costs for dissemination of information, translation, printing, insurance, etc.

Eligible indirect costs (overheads)

A lump sum not exceeding 7% of the direct eligible costs of the Project may be claimed as indirect costs to cover the administrative overheads incurred by the Applicant. Indirect costs are eligible provided that they do not include costs assigned to another component of the approved budget.

Ineligible costs

The following costs are not eligible:

- debts and provisions for losses or debts
- interest owed
- items already financed in other projects
- purchase of land or buildings
- currency exchange losses
- taxes, including VAT.

4. Application Documents to be submitted

Based on the attached form (Annex A), the applicants must submit a Project proposal: “Project Identification Document”.

The Project proposal shall respond to the following questions:

- Relevance:

How relevant is your proposal to the objectives of the Call for Proposal?

Which of the priorities of the Call for Proposal are addressed by your proposal?

Who are the actors involved (partners, target groups, others – please specify)?

What are the objectives and expected results (e.g. in terms of attitude and behaviour change)?

What are the synergies and complementarities with the on going and planned actions of the Italian Cooperation in the area of intervention?

- Methodology and Sustainability:

What particular issues do you want to address and what are the main Project activities?

What is the role of the individual actors (consortium members, local partners, target groups, etc.) and how will they participate in the implementation of the Project?

How will the project have a sustainable impact on the target groups and will the Project have multiplier effects?

- Operational capacity and expertise:

What is the experience of your organisation in project management?

What is the experience of your organisation, the consortium/network members and partner(s) of the development issues to be addressed?

In addition applicants must submit the following documents:

- Proof of legal constitution act Italy
- Proof of legal registration in Egypt
- Official annual financial statements for the past two years that demonstrate the applicants' financial capacity
- Curriculum vitae of key staff performing the work in connection with the Project
- Annual technical/narrative report of the applicant organisation for the previous year (2009).

Only one Project Identification Document among the ones received will be selected and submitted to the IEDS Management Committee for approval.

Following the approval by the Management Committee of the "Project Identification Document", the selected Applicant will be asked to submit a full Project proposal ("Project Document") according to IEDS rules and procedures and standard forms adopted.

The approval of the "Project Document" by the Management Committee represents the final step of the Project selection process.

5. Award criteria

The award criteria aim at ensuring the selection of actions with a high inherent quality, which will contribute as much as possible to the IEDS objectives and priorities in a strategic and cost-effective manner. Synergies and complementarities with other initiatives funded by the Italian Cooperation shall be sought and overlaps and duplications with on going or planned activities avoided.

The Project proposal will be assessed against the following criteria:

	Scores	
1. Relevance of the action	Sub-score	15
1.1 Relevance of the problems to needs and constraints of the country/region to be addressed in general, and to those of the target groups and final beneficiaries in particular	5	

1.2 Gender dimension	5(x2)*	
1.3 Relevance to the priorities and objectives mentioned in the Call for Proposal		
2. Effectiveness and Feasibility of the action	Sub-score	25
2.1 Assessment of the problem identification and analysis	5	
2.2 Assessment of the proposed activities (practicality and consistency in relation to the objectives, purpose and expected results).	5(x2)*	
2.3 Assessment of the role and involvement of all stakeholders and proposed partners	5(x2)*	
3. Sustainability of the action	Sub-score	10
3.1 Assessment of the identification of the main assumptions and risks, before the start up and throughout the implementation period.	5	
3.2 Assessment of the identification of long-term sustainable impact on the target groups and final beneficiaries.	5	

* The scores will be multiplied by 2 in view of their importance.

Scoring guidelines

The evaluation grid is divided into sections and subsections. Each subsection must be given a score between 1 and 5 in accordance with the following guidelines:

Score	Meaning
1	Very poor
2	Poor
3	Adequate
4	Good
5	Very good

These scores are added to give the total score for the section concerned. The totals for each section are then listed added together to give the total score for the Project proposal.

Once the evaluation procedure is completed, the Commission will inform each Applicant of the final decision taken.

6. Deadline for submitting applications and address

Applications must be submitted at the latest by: September 30, 2010

to the following address:

Italian Egyptian Debt for Development Swap Program
 Technical Support Unit
 1081, Corniche El Nil, 17th floor – Garden City – Cairo