



**Call for Proposals from Civil Society Organizations
for Community-Based Development Projects
Japan Special Fund Poverty Reduction Program (JPO)
Managed by the Inter-American Development Bank (IDB)**

March 2013

Introduction

The Inter-American Development Bank (IDB) is a regional multilateral development bank operating in 26 borrowing-member countries in Latin America and the Caribbean. The IDB's mission is to contribute to the social and economic development of these nations through reimbursable and non-reimbursable financing.

The main non-reimbursable financing instrument extended by the IDB is the technical cooperation grant (TC). TC funding is sourced from the Bank's own resources, as well as from 34 Donor Trust Funds that the IDB manages, including the Japanese Trust Funds.

The IDB-managed Japanese Trust Funds include the following: (1) Japan Special Fund; (2) Japan Special Trust Fund for Consultancy Services; and (3) Japan Special Fund Poverty Reduction Program (JPO).

This Call for Proposals is specifically related to the JPO's Community Based Program. The JPO has a proven track record in implementing community-based development projects in a number of sectors, in numerous countries, and with many local community development organizations. Since 2001, the JPO has funded over 138 projects for approximately USD. 45 million.¹

The benefits of the community-based development approach include: responsiveness to the needs of low-income and vulnerable groups in targeted local development activities; projects designed and implemented by civil society organizations (CSOs) with the capacity to deliver services to low income and vulnerable groups because they are close to the community; and an alternative means for increased community participation in development.

Moreover, the JPO seeks to join forces with civil society, since its guidelines provide that executing agencies for JPO projects should be CSOs² of IDB's beneficiary countries.

¹<http://www.iadb.org/aboutus/trustfunds/Fund.cfm?lang=en&query=&fdescr=jsf%20poverty%20reduction%20program&displaytype=&fund=jpo>

² Civil society organizations may include: non-governmental organizations (NGOs), community-based organizations (CBOs), community groups, and groups of residents directly affected by a Bank-financed projects, non-profit organizations, business associations, universities, think tanks, research centers and professional associations, religious institutions, groups of indigenous and Afrodescendant peoples, and other groups.

IDB-JPO Call For Proposals 2013 Guidelines
Table of Contents

1. Objectives:	4
2. Eligibility Criteria:	4
2.1 Countries:	4
2.2 Sectors	4
2.3 Geographic focus:	5
2.4 Profile of Applying Organizations:	5
2.5 Final Beneficiaries:	6
2.6 Grant Size and Duration:	6
3. Assessment Criteria:	6
4. Selection Process:	6
5. Competition Timeline:	7
6. Submission Requirement and Process:	7

IDB-JPO Call For Proposals 2013 Guidelines

1. Objectives

The objective of this Call for Proposals is to obtain technically and financially sound community-based development proposals that:

1. Support well-targeted poverty reduction and social development activities that respond directly to the needs of socially and/or economically disadvantaged people.
2. Stimulate wide spread stakeholder participation (i.e. civil society groups) at the community level.
3. Pilot alternative innovative approaches or partnerships with CSOs as implementing agencies to reach groups currently not being reached by other programs.
4. Support capacity building of community-based organizations in low income communities to provide sustainable solutions for poverty reduction.

2. Eligibility Criteria

Below are the parameters for that will determine whether a proposal is eligible to be considered for funding by the IDB-JPO:

2.1 Countries

Civil Society Organizations legally constituted or incorporated under the laws of a borrowing member country of the Bank are eligible to submit proposals to implement community-based development projects.³

2.2 Sectors

Eligible proposals should be focused in only one of the following sectors:

1. Education and Social Protection

i. Early Childhood Development (ECD) for children between 0-8 years:

Activities that are related to the quality of ECD, with a focus on integrated (cross-sector) interventions, particularly for children in situations of risk or from disadvantaged populations. Such activities can include, but are not limited to, programs that work with parents, children and communities to implement innovative ways to promote child development, including early stimulation, nutrition and preventative care. In addition, proposals may include interventions to strengthen high quality training to ECD professionals.

³ A complete list of IDB borrowing member countries can be found at: <http://www.iadb.org/es/acerca-del-bid/paises-miembros.6291.html>

- ii. **Teacher Quality for Primary and Secondary Education:**
Activities that focus on the development and application of innovative teacher education and professional development activities, fostering networks across teachers and schools, and evaluating the impact of these approaches on teaching practices and student learning.
- iii. **Youth interventions to protect from risky behaviors:**
Pilot programs that present innovative approach to provide extra-curriculum activities that is measurable to support official school curriculum to prevent risky behaviors among youth between 15 to 25 years old.

2. Gender

- i. **Caring services for young and elderly people:**
Pilot tests (including evaluation) of models for the provision of caring services for school-age children (5-15 year old) and the elderly (above 65 years) people.
- ii. **Violence against women (VAW):**
Implementation of pilot tests (including evaluation) of community-based approaches in the prevention of VAW.

3. Community-Driven Rural Development

- i. **Prevention of Diseases and Agricultural Health:**
Activities to conduct a community-based agricultural health intervention model involving rural community farmers and households, in order to gain a sound prevention of diseases and pest.
- ii. **Water and Sanitation for Disperse and Poor Rural Households:**
Develop and implement sustainable self-supply water and sanitation models in disperse rural communities that don't have access to these services. These models should take into account the specific conditions of the disperse areas (lack of basic services), community preferences and sustainable mechanisms to ensure their long term functionality.

Note: Proposals focused in the sectors outlined above may also contain a component for capacity building of community based organizations involved in the main activities foreseen for the project.

2.3 Geographic focus

Proposals are eligible for interventions only in the country where the CSO is legally constituted or incorporated.

2.4 Profile of Applying Organizations

Organizations with the following characteristics will be eligible to apply:

- 1. Local or international civil society organizations legally constituted or incorporated in **one** of the IDB's 26 borrowing-member

2. Minimum of five years of legally constituted and working experience in eligible sectors
3. Experience in successfully implementing similar projects in the communities identified as the main beneficiaries of the proposal
4. Financial Soundness proven by **2 years** of External Audited Financial Statements (commensurate with the amount requested; and most lately available)

Note: At any time IDB may request further information to prove the sound governance structure of participating CSO's.

2.5 Final Beneficiaries

Eligible proposals will be those that focus on low income⁴ communities and socio-economically vulnerable groups in one of the IDB's 26 borrowing-countries as the direct and final beneficiaries. Project has to target multiple communities within the same country.

2.6 Grant Size and Duration

Proposals amounts should be at least USD 500,000 and no more than USD 1 million.

The **amount requested in the proposal should be commensurate with the organization's administrative and financial management capabilities**. In principle, project duration will not exceed four years.

3. **Assessment Criteria**

Proposals will be evaluated based on the following criteria:

1. **Sound technical proposal** that include **innovative and replicable** inclusion mechanisms focused on community-based development for vulnerable populations.
2. Size of budget requested commensurate with the organization's proven administrative and financial management capacity.
3. Participatory monitoring and evaluation that will contribute to building a sense of ownership among the beneficiaries to promote the sustainability of the interventions.
4. Intervention directly targets and responds to the needs of eligible sectors in poor and vulnerable communities.

4. **Selection Process**

The IDB will review proposals through a five-step process: (i) determination of eligibility; (ii) technical review of eligible proposals; (iii) ranking of the eligible proposals based on the assessment criteria outlined in the previous section; (iv) selection by the donor (Government of Japan) of winning proposals ; and (v) processing through the Bank's internal procedures.

⁴ Low income as officially defined by the country in which the project will be implemented

5. Competition Timeline

Below is an estimated timeline for this Call for Proposals.

March 15, 2013: IDB-JPO Call for Proposal opens and relevant documents are posted online.

May 15, 2013: Deadline for organizations to submit proposals under this Call (before 17:30 pm).

May 16, 2013 –August, 2013: Assessment and selection processes will take place.

October, 2013: Selected applicants will be notified. Only selected organizations will be contacted. The IDB and JPO will not provide feedback on submitted proposals.

6. Submission Requirement and Process⁵

Applicants must use the automated application system found on the IDB-JPO Call for Proposals webpage.

All fields required by the system must be complete and the following documents must be uploaded to the system in order for the submission to be finalized:

1. Proposal template (English/Spanish)
2. Project Synopsis (English)
3. Copy of organization's proof of legal constitution or incorporation under the laws of the borrowing member country of the Bank where the CSO is located.
4. Copy of the organization's bylaws.
5. External audited financial statements of the organization for past two years, including management report and footnotes that accompany the financial statements.
6. 2 Reference Letters that describe execution capacity of any executed projects
7. CVs of the Technical Coordinator for the proposed project.

Only one submission per organization is allowed. Once the application is complete and submitted, revised versions of proposal documents will not be accepted.

Submission Deadline

Proposals, with supporting documents, should be submitted before 17:30 pm US Eastern Standard Time on May 15, 2013.

Potential applicants should refer to the "Frequently Asked Questions" posted on the Bank's website. For any additional questions about the Call for Proposal Guidelines or application forms, please email to cfp-jpo2013@iadb.org

Note: The IDB and the JPO reserve the right not to fund any proposals arising from this Call for Proposals.

⁵ Applicants shall bear all costs related to proposal preparation and submission.