

## **Open Call for Proposals**

### **“Provision of multi-sectoral emergency support to IDPs and conflict affected individuals in Ukraine”**

This document was elaborated under the project “Civil society organizations support for providing multi-sectoral emergency support to IDPs and conflict affected individuals in Ukraine” implemented by the Danish Refugee Council (DRC) and funded by the Ukraine Humanitarian Fund (UHF). The views and opinions expressed are solely those of the author(s) and do not necessarily reflect the views of the UHF or DRC. Neither UHF nor DRC is responsible for any use that may be made of the information in the document.

## Introduction

Danish Refugee Council (DRC) is launching a Call for Proposals (CfP) “Provision of multi-sectoral emergency support to IDPs and conflict affected individuals in Ukraine” for Ukrainian Civil Society Organisations (CSOs). The CfP is announced under the project “Civil society organizations support for providing multi-sectoral emergency support to IDPs and conflict affected individuals in Ukraine” with the financial support of the Ukraine Humanitarian Fund (UHF).

## Background

The Russian Federation military offensive launched on the 24<sup>th</sup> of February 2022 has so far affected but is not limited to, Kyiv, Chernihiv and Sumy oblasts. The offensive has already caused the destruction of civilian infrastructure, property, and civilian casualties, which forced people to flee their homes and seek safety. Along with over 5.3 million refugees who have crossed the national border, 6.28 mil people are estimated to be internally displaced and over 12 mil people are considered directly conflict-affected. At the same time, the number of returnees has increased significantly. It is estimated that 10.2 million people across the country are urgently in need of food and livelihood assistance. The Food Security and Livelihoods Cluster reports having received 40% of the required support to meet the needs of crisis-affected populations.

Rapid Needs Assessment of IDP-hosting areas (Northern Oblasts) notes that most frequently cited needs include access to food (56%) and that the majority of IDPs appeared to be planning to remain in the settlement for a short stay before moving on elsewhere. Difficulties to access food are seen as more prevalent in Chernihiv and Kyiv oblasts. Additionally, provision of hygiene products was a concern in most of the assessed settlements (78%). Access to cash is seen as a concern in 59% of settlements, suggesting a difficulty to implement Multi-Purpose Cash programming. In-kind assistance is listed as a priority in 42% of settlements, especially in Chernihiv and Sumy oblasts. DRC has been already funding with 83 CSOs since March 2022. CSOs were asked to report needs and planned use of funds, with the following results: Food: 93%, NFI: 65%; Medicine: 48%; Shelter: 35%; Evacuation: 8%.

## Goal and Objectives

**Overall objective:** IDPs and conflict-affected individuals are able to cover their basic needs

**Specific Objective:** IDPs and conflict-affected people receive timely assistance to cover their food, accommodation, healthcare, and other essential needs

## Geographical Coverage & Beneficiaries

The proposed grant applications should aim to provide lifesaving multi-sectoral assistance to displaced and non-displaced persons, who are affected by the escalation of hostilities. The grants will be provided to CSOs working in or targeting Kyiv, Chernihiv and Sumy oblasts.

## Grant Awards

DRC will select those CSOs which can support the implementation of activities aimed at securing food assistance, NFI distributions, shelter and other emergency needs. Due to the high needs, preference will be given to food assistance, but CSOs are encouraged to include other types of support or may justify their choice to not provide food assistance in lieu of other support.

DRC plans to award 10 grants to CSOs under this CfP. The maximum grant award for each proposal is \$17 000 USD. The proposed projects should last not more than 4 months. Grant funds must be used only for activities directly related to the implementation of the project. DRC reserves the right to fund any or none of the applications submitted. With the UHF support, DRC plans to assist over 140 000 people, covering a variety of needs based on CSOs assessments and proposed applications.

The successful applicants will be eligible to increase their capacities and capabilities through tailor-made individual psycho-social support and mentorship and professional/organisational support, capacity building, and technical assistance with the support of DRC.

## Eligibility and Funding Priorities

***The applicant CSOs should meet the following criteria:***

- The local actor is already on the ground and provides assistance for identified IDPs and/or local conflict affected population;
- The local actor has their own stable supply capacity and opportunities to provide assistance in time;
- Good and stable delivery opportunities;
- Proven experience in assistance provision, including humanitarian aid;
- Demonstrates capacity to adjust the assistance in case needs and geography change due to unexpected situations;
- The local actor is officially registered in Ukraine as a legal entity;
- The local actor has a bank account in its name and an adequate financial and accounting system to administer financial operations (preferable);
- The local actor has at least five staff members to support the implementation of activities aimed at securing food assistance, NFI distributions, shelter and other emergency needs.

## Application Submission Procedures

DRC will accept grant applications in English. The level of English skills will not be considered during the scoring process, CSOs are encouraged to apply even if some grammatical errors are made during application process. The applications should be sent to [ukr-csogrants@drc.ngo](mailto:ukr-csogrants@drc.ngo) no later than 20 July 2022, 17:00 Kyiv time, with a subject of the email [EDRPOU code\_Name of Organization] Application.

Applicants must submit the following documents:

1. An Application Form (annex 1), budget (annex 2) and beneficiaries table (annex 3);
  - a. Operating costs should not exceed 25% of the budget.
2. A copy of the organization's registration certificate as a legal entity (up-to-date: issued no later than as of 01 January 2021);
3. A copy of the organization's statute;
4. A copy of the organization's staffing table, organogram or other related documentation that could serve as evidence of the organization's staffing capacity;
5. The latest Annual Report, both financial and programmatic (if available);
6. Two recommendation letters from relevant donors or partners.

DRC will retain all materials and documents submitted by applicants. It will not use this information for purposes other than proposal review and will not share it with other persons or institutions, except when required by Ukrainian law or requested by UHF. Please note that in line with coordination efforts, DRC may share the names of the applicants and a short description of their respective projects with other international actors that support the emergency efforts of CSOs in Ukraine.

## Evaluation Process and Selection Criteria

The submitted applications will be thoroughly reviewed by the DRC project team based on the defined criteria with an analysis of potential benefits for the IDPs and/or local affected population in target areas as well as delivery mechanisms.

To clarify and/or verify the information provided in the application form, the DRC team may conduct bilateral online interviews with the applicants. If the application does not meet the eligibility criteria, it will be rejected or moved to the waiting list for future review.

DRC will not consider for funding the applicants when:

- The applicant has no clear understanding of the ways of assistance delivery;
- The applicant does not have purchasing opportunities to procure the items needed for the assistance provision;
- The information about the applicant's experience does not correspond to reality and the current emergency situation;
- The information appearing in the application looks illogical and inadequate;
- The applicant cannot provide evidence of its official registration in Ukraine (copy of statutory board meeting minutes, registration certificate etc.);
- The applicant does not have documents reflecting its governance structure (copy of statute, organogram, terms of reference etc.);

- The applicant has a limited staffing capacity (less than five staff members).

## Timeline

Announcement of the CfP	8 July 2022
Deadline for requesting any clarifications	15 July 2022
Date when DRC will issue clarifications	17 July 2022
<b>DEADLINE FOR SUBMISSION OF PROPOSALS</b>	<b>20 July 2022</b>
Evaluation of proposals	26 July 2022
Grant award notification to successful applicants	29 July 2022
Grant agreement signing	8 August 2022
○ <i>Please note that evaluation and award dates are subject to change</i>	

## Contact Information

**Application Form:** To download the application form, please see the CfP announcement on [CSO Grants Drive](#). Alternatively, please contact [ukr-csogrants@drc.ngo](mailto:ukr-csogrants@drc.ngo) for an application form and relevant annexes.

**Clarifications:** Applicants should submit clarification requests by the deadline listed above via e-mail to [ukr-csogrants@drc.ngo](mailto:ukr-csogrants@drc.ngo) until 15 July 2022, 17:00 Kyiv time. A written clarification of questions received will be publicly available on [CSO Grants Drive](#) and [DRC Ukraine Facebook page](#), on 17 July 2022, 17:00 Kyiv time.

**Proposals:** Applicants should submit their proposal and required documents via e-mail at [ukr-csogrants@drc.ngo](mailto:ukr-csogrants@drc.ngo). E-mails must have “[EDRPOU code\_Name of Organization] Application” in the subject line.