**Call for Proposals in the framework of EU4SocialCare**

**To strengthen the provision of community-based social and/or integrated social care services and/or specialized social care services in Albania through Local Governments in cooperation with Civil Society Organizations**

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**Summary Table**

|  |  |
| --- | --- |
| CFP objective | Support local government to strengthen the provision of community based and specialized social care services in partnership with civil society organizations (CSOs). |
| Programme area | UNICEF Social Protection and Child protection programme |
| Duration | 8 months – 18 months |
| Estimated Start date | The indicative start date of the activities is November 2024 |
| Estimated End date | The indicative end date of the grant is June 2026 |
| Estimated total budget | 1,478,343 EUR (for all grants) |
| Estimated total budget per LOT[[1]](#footnote-2) | Estimated total budget for LOT I: 750,000 EUR  Estimated total budget for LOT II: 728,343 EUR |
| **Minimum amount financed** | 60,000 EUR (approx. 6,024,000ALL) per grant[[2]](#footnote-3) |
| **Maximum amount financed** | 200,000 EUR (approx. 20,080,000 ALL) per grant |
| Location | Albania |
| Request for clarification deadline | 23.08.2024 |
| Info Sessions | [info sessions starting from approx. 10 days after issue date] |
| Application deadline | 15.09.2024 |
| Notification of results | 30.10.2024 |

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| **Objectives of the call for proposal** | The call for proposal aims to enhance local partnerships and build capacities to plan, establish, expand, and deliver social care services in 14 targeted municipalities (Gjirokaster, Vore, Cerrik, Librazhd, Kavaje, Kurbin, Kukes, Kruje, Pogradec, Korce, Kamez, Vlore, Elbasan, Durres). The objective is to scale up successful models of social service delivery. |
| **Target group(s)[[3]](#footnote-4)** | Local government and/or civil society organizations |
| **Final beneficiaries[[4]](#footnote-5)** | The final beneficiaries of this grants scheme will be families living in poverty, adults, children at risk of exclusion, people with disabilities, women and children, and survivors of violence and abuse. |
| **Expected results** | **Enhanced Capacities for Social Care Services:** Strengthen municipal and central level capacities to establish and deliver social care services for all citizens, in alignment with EU standards. Ensure equitable and effective support for individuals at risk of social exclusion, with a focus on inclusivity and diversity.  **Development and Expansion of Community-Based Services:** Establish new or extend existing community-based and integrated social care services. Further strengthen a structured approach to case management, service standards, and outreach work through mobile and home-based services to support families and individuals at risk of exclusion.  **Provision of Specialized Social Care Services:** Offer specialized social care services, particularly for women, children with disabilities, and survivors of violence. Provide tailored capacity building and mentoring for frontline professionals to ensure the delivery of high-quality, integrated services.  **Sustainable Municipal Capacities:** Strengthen municipal capacities to establish and deliver social care services in the long term. Ensure financial and policy sustainability for these services, promoting continuous improvement and resilience.  **Replication of Successful Models:** Capitalize on experiences to replicate successful models of social care service delivery in other municipalities.  **Promotion of Gender Equality and Human Rights:** Integrate gender equality and human rights considerations into all project activities, ensuring that services are accessible and responsive to the needs of all individuals, regardless of gender or background.  **Gender-Responsive Service Delivery:** Empower women and marginalized groups by delivering gender-responsive services that address their specific needs and challenges. |

**UNICEF Albania will conduct a training for CSOs on the application procedures through UNPP. Interested entities are invited to send an email to** [**eu4socialcare@unicef.org**](mailto:eu4socialcare@unicef.org) **to express their interest in participating in the training.**

# **UNICEF IN ALBANIA**

UNICEF is the agency of the United Nations mandated to advocate for the protection of children's rights, to help meet their basic needs and to expand their opportunities to reach their full potential.

In Albania, UNICEF works with the government and other partners to advance child rights, programming on quality social services, gender equality, justice, strong institutions, disability, disaster risk reduction (DRR) and climate change, youth/adolescents, migration, and violence against women and children to promote good governance for children, as well as inclusive and protective policies, within the framework of the Country Development Programme in 2022-2026.

# **BACKGROUND AND CONTEXT**

The program, "Enhancing Local Social Care Services Partnerships with Citizens and Toward EU Standards," is an EU-funded initiative, part of the EU for Social Inclusion Programme under IPA 2019, implemented by UNICEF Albania (as the lead applicant) and co-applicant World Vision in Albania (WVA). This action aims to strengthen local partnerships and capacities to plan, establish, extend, and deliver social care services in 14 targeted municipalities. It seeks to scale up positive models of social service delivery supported by UNICEF and WVA in other municipalities, responding best to the local context and priorities defined in the Local Social Plans of targeted municipalities. This call for proposals contributes to the ongoing efforts of the Ministry of Health and Social Protection to implement the social care reform across the country, in line with the new National Strategy on Social Protection 2024-2030. It supports the decentralization process of social care, strengthens the capacities of municipalities, and ensures coverage and availability of social care services, complementing the Social Fund implemented by the MoHSP.

Albania, a potential candidate country for EU accession, has undertaken significant reforms to align with EU standards, particularly in social care. The EU's "EU for Social Inclusion" Action, initiated under IPA 2019, focuses on increasing the coverage, inclusiveness, and effectiveness of social care services, inclusive education, and employment opportunities. This action targets populations at risk of poverty and social exclusion, including youth, women, people with disabilities, and minorities. In its second phase, the call for proposals aims to support various types of community and social care services, active labor measures, and inclusive vocational education practices for at-risk groups. Coordination with the National Social Fund, established by the Ministry of Health and Social Protection, and local municipalities is essential to ensure complementarities, avoid overlapping funding, and sustain supported services through central and local government budgets. Prioritization of projects will follow the Local Social Plans, support through the national Social Fund, and municipality budgets, including the establishment and strengthening of Needs Assessment Units for case management and inter-agency collaboration.

More specifically this program will focus on:

**Expanding Coverage** to broaden the reach of social care services, regional specialized social care services, ensuring that a larger segment of the population can access and benefit from essential support and assistance.

**Enhancing Inclusiveness**: By adopting an inclusive approach, particularly those at risk of exclusion and marginalization.

**Improving Effectiveness** to enhance the efficiency and effectiveness of social protection programs.

**Enhancing Shock-Responsiveness** to support a system that can better respond to emerging needs and provide necessary support to families and individuals at risk during difficult times.

# **CALL FOR PROPOSAL OBJECTIVES**

Under the framework of the EU4SocialCare program, financed by the European Union and implemented by UNICEF Albania in partnership with World Vision Albania, UNICEF Albania is launching this call for proposals to the 14 targeted municipalities in Albania.

**Overall Objective:** The overall objective of this call for proposals is to support the establishment of new or the extension of existing models of community based social care services and specialized services at the local level. This will be achieved through collaborative partnerships between local governments in the 14 targeted municipalities and civil society organizations, with a focus on creating gender-responsive and inclusive services that address the diverse needs of women, children, and vulnerable groups. Proposals that include replication of successful models and interventions in other municipalities and regions are also accepted.

**Implementing strategies:**

1. Develop and deliver social care services that are tailored to address gender-specific issues, ensuring that services are accessible and meet the unique needs of different genders. This includes creating safe spaces for women and children, providing specialized support for survivors of gender-based violence, and addressing the needs of people with disabilities.

Ensure that all social care services create safe and inclusive environments for all beneficiaries, with particular attention to the most vulnerable groups, including women, children, and individuals with disabilities. This includes establishing community centers, home-based care, and alternative care services that are welcoming and supportive.

1. Strengthen the capacities of local governments and civil society organizations to work together effectively, ensuring the sustainability of social care services. This includes developing mechanisms for ongoing collaboration, shared responsibility, and resource allocation to maintain high-quality, gender-responsive services.

Implement outreach activities to extend social care services to underserved and at-risk populations, including rural and remote areas. This includes mobile teams and services that bring support directly to those in need, ensuring that no one is left behind.

***This call for proposal is organized in LOT I and LOT II. The specific objectives for each LOT are provided below:***

**LOT I: Establishing and/or Extending Community-Based Services**

The objective of LOT I is to support the establishment and/or extension of community-based social care services in partnership with civil society organizations experienced in delivering and supporting gender-responsive services at the municipal level. This aims to improve outreach to at-risk populations by addressing gender-specific needs and challenges, and to strengthen local governments responsible for providing inclusive social care services at the local level jointly with CSOs. Community based services may also include elements of specialized social care services[[5]](#footnote-6).

This includes the creation and enhancement of[[6]](#footnote-7):

* **Multifunctional Centres/Community Centres:** Establish and support expanding integrated services delivered through community centres that provide diverse and inclusive support services. This involves creating new community-based services or enhancing existing ones with a comprehensive approach to delivering social, health, and educational services for families and groups at risk. These centres should be designed to address the unique needs, and challenges of women and men, boys and girls by providing safe and supportive environment for everyone.
* **Daily care Centers**: Establish centers offering daily support and activities for different groups, such as children, vulnerable groups at risk of exclusion and people with disabilities.
* **Home visiting Social Care Services**: Deliver flexible and adaptive social services to various locations within municipalities, as prioritized in the local social plan.

**LOT II: Establishing/or Extending Regional Specialized Services**

The regional specialized services[[7]](#footnote-8) should follow a gender-responsive approach, which in particular gives proper attention to the needs of children and women, survivors/witnesses of violence and abuse as well as children and people with disabilities. These services should reflect the needs of these groups and targeted localities by providing them with equal access to resources and opportunities.

The objective of LOT II is tosupport the establishment and/or extension of regional specialized social care services targeting specific needs across to maximum 3 municipalities that are located close to each other. The proposed services can tackle:

Specialized emergency services for children and/or woman victims of violence; Specialized services for children with disabilities (Autism Spectrum Disorder, ADHD, etc); Specialized Mental Health Services; Specialized services for victims of trafficking; Career guidance and support services for adults with disabilities; Family support and foster care services for children at risk of separation and/or residing in residential care.

* **Emergency Services**: Services focusing on children and women victims of violence and abuse, children and adults with disabilities, shelters, temporary accommodation etc.

# **ELIGIBILITY CRITERIA**

**Targeted Municipalities and CSOs Providing Social Care Services Are Eligible to Apply**

Joint applications between Local Government Units (LGUs) and Civil Society Organizations (CSOs) are strongly encouraged.

**Eligible Applicants:**

**Municipalities:**

* Must be one of the 14 targeted municipalities.
* In cases when the municipalities will be the lead applicant, it should be directly responsible for the preparation and management of the project with the co-applicant(s), not acting as an intermediary;

**Civil Society Organizations (CSOs):**

* Must be an active legal entity.
* Must be a non-profit making organization, legally registered and operating in Albania (in accordance with Law No. 8788, dated 07.05.2001).
* In cases when the CSOs will be the lead applicant, it should be directly responsible for the preparation and management of the project with the co-applicant(s), not acting as an intermediary;
* have previous experience in implementing similar grants in scope and objectives

**The Maximum Number of Applications for Each Eligible Applicant:**

Eligible applicants may apply for LOT I and/or LOT II and can submit up to two (2) proposals in total. These two (2) proposals may fall under one LOT, or these two (2) proposals may fall one (1) in each LOT. Each applicant may apply as a lead applicant or co-applicant, but cannot submit more than 2 proposals in total.

• the ‘lead applicant’, i.e. the entity submitting the application form.

• its co-applicant(s) (where it is not specified otherwise the lead applicant and its co-applicant(s) are hereinafter jointly referred as ‘applicant(s)’);

The proposal can have only one (1) lead applicant and maximum two (2) co-applicants.

**Specific Requirements for Lead Applicants:**

* **CSOs:**
  + The proposal must be consulted and agreed with the municipality, evidenced by a Memorandum of Understanding (MoU) or a partnership agreement between the parties.

**Please note: In the case when the lead applicant might be a CSO, it will be mandatory to ensure that the proposal is consulted with the municipality.**

1. **INDICATIVE ACTIVITIES[[8]](#footnote-9)**

The project activities should aim for a human rights-based approach, ensuring alignment with international human rights standards and principles. Services proposed in the activities should have integrated elements of capacity building and coaching.

Main types of activities eligible for financial support under this call for proposal include:

1. **Establishment and Expansion of community based Social Care Services:**
   * Establish new or expand existing community-based, home-based, and alternative care services in the municipalities, focusing on the unique needs of women, children, and vulnerable groups.
   * Support light upgrades of infrastructure to align with the main objectives of the services, ensuring they meet the needs of beneficiaries. Additionally, focus on human resources and capacity building of the staff working in these services, by providing gender-responsive training to better serve diverse populations.
2. **Specialized Social Care Services for Women and Children:**
   * Establish or expand specialized social care services with a focus on children and women victims of violence and abuse, as well as children and adults with disabilities. Ensure these services are tailored to meet the specific needs of women and children.
   * Provide gender-responsive and transformative capacity-building for all staff involved in providing care services, especially in addressing bias, harmful gender norms, and power dynamics.
3. **Outreach and Mobile Services with a Gender Focus:**
   * Establish home visiting programs to deliver services directly to the homes of individuals and families in need, ensuring these services are accessible and inclusive for women and children.
   * Implement outreach programs to identify and support at-risk populations, with a particular focus on addressing the needs of women and girls.
4. **Networking and Cooperative Initiatives with Gender Integration:**
   * Foster collaboration between CSOs and government institutions to support the social inclusion of at-risk groups through social care services, with a strong emphasis on gender equality and women’s empowerment.
   * Facilitate the sharing of best practices and resources to enhance service delivery, ensuring gender-sensitive approaches.
5. **Facility Improvements with Gender Considerations:**
   * Undertake light renovation or refurbishment of facilities providing social care services, ensuring these environments are gender-sensitive and inclusive.
   * Purchase necessary equipment and supplies to enhance service delivery, ensuring these investments directly contribute to the objectives of the grant scheme and do not exceed 50% of the total subgrant budget.

# **LOCATION AND DURATION**

The **duration of each project** under this subgrating scheme will be minimum **eight (8) months and maximum eighteen (18) months, in one or more selected municipalities in Albania:**

|  |
| --- |
| **Municipalities** |
| Gjirokaster |
| Vore |
| Cerrik |
| Librazhd |
| Kavaje |
| Kurbin |
| Kukes |
| Kruje |
| Pogradec |
| Korce |
| Kamez |
| Vlore |
| Elbasan |
| Durres |

Indicative timelines

|  |  |
| --- | --- |
| Call for Proposal issue date | [15.07.2024] |
| Deadline for submissions of proposals | [15.09.2024] |
| First info session | [max. 10 days after issue date] |
| On site info sessions | [approx. 2 weeks after issue date] |
| Training on UNPP/ETools | [To be decided, notification will be sent or published in due time] |
| Deadline for requests of additional information/ clarifications | [23.08.2024] |
| Deadline for UNICEF to answer questions and publish clarifications | [30.08.2024] |
| Review of proposals submissions | [approx. 4 weeks after deadline] |
| Notification of results communicated | [approx. 2 weeks after review of proposals] |

*Applicants can submit their questions up to 3 weeks before the deadline at* [*eu4socialcare@unicef.org*](mailto:eu4socialcare@unicef.org) *and UNICEF will answer 2 weeks before the deadline.*

# **AVAILABLE BUDGET**

The financial support will cover **100% of their eligible costs** (i.e. no co-financing is required). The **minimum** amount of financial support per each proposal is **EUR 60,000 (approx. 6,024,000 ALL)** and the **maximum** amount is **EUR 200,000[[9]](#footnote-10) (20,080,000 ALL)**. The amounts are VAT excluded[[10]](#footnote-11).

The total budget allocated for LOT I is EUR 750,000 and UNICEF aims to support at least 10 partnerships under LOT I, subject to the number and the quality of applications received. The total budget allocated for LOT II is EUR 728,343 and UNICEF aims to support at least 4 partnerships under LOT II, subject to the number and quality of applications received.

UNICEF reserves the right to transfer funds from one LOT to another based on the quality of the project proposals received.

The exact amount of financial support for each eligible entity will be determined based on the best value for money with cost-effective results in line with other criteria that will be established or the selection.

The contracting authority reserves the right not to award all available funds.

UNICEF reserves the right to negotiate each project proposal depending on the quality of the proposal submitted and upon availability of funds. UNICEF will strive to distribute funds equitability in the targeted municipalities to the best of its abilities.

# **SUSTAINABILITY AND RESPONSIBILITY**

The lead applicant and co-applicant(s) will ensure the financial support is used per the grant's objectives. Financial support will cover 100% of the eligible costs, and no co-financing will be required from third parties. In case, there will not be enough applications received in the process of launching the call for proposals, UNICEF will consider opening up a second round of applications aiming to cover 14 targeted municipalities. **Local and central governments are expected to ensure adequate funding in the mid-term budget to ensure the sustainability of services upon completing the project financed by the EU Delegation to Albania.**

UNICEF will lead an independent evaluation of the EU4Socialcare as planned and budgeted in the agreement with the EU. As part of the evaluation process all partners will be asked to:

* Document the practice and lessons learned throughout implementation;
* Provide any applicable data base (contact) of the individuals benefiting from the grants, so that they can be reached by evaluators or monitoring team of UNICEF.
* Share any information and support with additional information and meetings that will be required for the evaluation of the overall programme.
* The project shall promote learning , exchange and cooperation with other good practices

# **WHAT TO SUBMIT IN THE PROPOSAL PACKAGE**

The applicants must submit to the UNICEF Albania office for review the following required documents. The documents must be ranked in the order and with numbers stated below:

1. Attachment I - Applicant Identification and Profile
2. Attachment II – UNICEF Project Proposal template
3. Attachment III – Itemized Cost Estimate/Budget Template - VAT excluded
4. Attachment IV - Partnership Agreement between the Lead and the Co-Applicant

c. Fiscal registration Certification/NGO Registration Certification (NUIS/NIPT)

e. Bank account certification

# **ASSESSMENT CRITERIA**

Each proposal will be assessed based on the LOT (LOT I or LOT II) for which the application is submitted.

**Assessment Criteria for LOT I: Establishing and/or Extending Community-Based Services**

1. **Financial and operational capacity (30%):**

* Adequate qualifications and relevant work experience of the lead applicant and partners
* Financial and operational capacities of the lead applicant are suitable for implementing the project
* Proven experience and track record in delivering relevant activities in the social care sector.
* Joint applications between municipalities and CSOs

1. **Relevance of the proposed project, methodology and workplan (30%):**

* The proposed Action/project aligns with the LOT I overall goals and the specific targeted results
* The scope, scale, and impact of the proposed activities are relevant to the project’s outcomes
* The project is committed to promoting gender mainstreaming and human rights principles throughout its implementation to ensure inclusivity, equality, and respect for the rights of all individuals.

1. **Sustainability of the project (20%):**

* The proposal includes a relevant sustainability plan and integrates elements of capacity building and coaching.
* Proven capacity to successfully implement and manage proposed activities.
* Commitment to collaborate effectively in achieving the project’s objectives and mitigate any risks.

1. **Budget and cost-effectiveness of the project (20%):**

* The entity provides a detailed budget proposal, including a transparent breakdown of costs.
* The overall budget is allocated for each activity and output considering their cost effectiveness.

**Assessment Criteria for LOI II: Establishing Specialized Services**

1. **Financial and operational capacity (30%):**

* Adequate qualifications and specific work experience in providing specialized social care services of the lead applicant (including the proposed key personnel) and partners
* Financial and operational capacities of the lead applicant are suitable for implementing the project
* Proven experience and track record in delivering specialized social care activities in the social care sector
* Joint applications between municipalities and CSOs
* Previous experience in implementing projects of similar size.

1. **Relevance of the proposed Action, methodology and workplan (30%):**

* The proposed Action/project aligns with the LOT II overall goals and the specific targeted results.
* The scope, scale, and impact of the proposed activities are relevant to the project’s outcomes.
* The project is committed to promoting gender mainstreaming and human rights principles throughout its implementation to ensure inclusivity, equality, and respect for the rights of all individuals.

1. **Sustainability of the Action (20%):**

* The proposal includes a relevant sustainability plan and integrates elements of capacity building and coaching.
* Proven capacity to successfully implement and manage proposed activities.
* Commitment to collaborate effectively in achieving the project’s objectives and mitigate any risks.

1. **Budget and cost-effectiveness of the Action (20%):**

* The entity provides a detailed budget proposal, including a transparent breakdown of costs.
* The overall budget is allocated for each activity and output considering their cost effectiveness.

# **SELECTION PROCEDURES**

The selection procedure will be guided by these general principles: (a) ensuring sufficient transparency, and fair competition; (b) ensuring equal treatment, proportionality, and non-discrimination; (c) avoiding conflicts of interests throughout the entire selection process.

A **Selection Committee** will be hosted by UNICEF and WVA and will be composed by representatives of both entities, in accordance with grant making purpose. The partnership agreement will contain the required information on the obligations of the applicants regarding the implementation of the project, reporting requirements, monitoring and control of their implementation, visibility and other relevant issues.

Each project proposal should have respect for diversity and gender equality principles incorporated into project design. The funds will be allocated to those Municipalities / CSOs whose projects contribute to at least one or more priorities, observing cross-cutting elements while meeting the criteria and other conditions of this call for proposal.

UNICEF reserves the right not to award all available funds in case the submitted project proposals do not meet the specified criteria.

# **COMMUNICATION AND VISIBILITY**

Applicants/Co-Applicants are required to adhere to the Communication and Visibility Requirements for EU External Actions to promote the European Union's (EU) financial contribution to the Action.

The subgrantees are required to align their communication and visibility efforts with the Visibility Guideline to be provided by UNICEF (EU4SocialCare program) at a later stage of the process.

**The responsibility of implementing these activities falls on the Applicant/Co-Applicant, therefore proper budgeting/planning is needed.**

# **SUBMISSION OF APPLICATIONS AND TEMPLATES AVAILABLE**

The application, including all documents requested in this call for proposal must be sent to UNICEF on time and as per modality explained in this Call for Proposal.

Submissions which:

1. are not sent electronically to UNICEF before the specified deadline;
2. do not include all required documents duly completed or do not comply with specifications set in this Call for Proposal;
3. are not submitted in English.

will be excluded from the selection process.

Applications must be submitted in English.

To submit their proposals, CSOs need to be registered in the UN Partner Portal. The guidelines on how to create a profile as a national organization in UN Partner Portal can be found here: [video tutorial](https://youtu.be/h3yQUjxtdo0) and/or [Registration Guide](https://supportcso.unpartnerportal.org/hc/en-us/article_attachments/360018653213) .

After registration the CSOs should submit their proposal through the UNPP portal link

Municipalities shall submit the applications and necessary documents via email to the following:

**eu4socialcare@unicef.org**

**Notification on application results: UNICEF will notify the successful and unsuccessful applicants on the process outcome tentatively within October 2024.**

**Special Conditions Notification**

Applicants are encouraged to consider additional special conditions designed to enhance the gender-transformative impact of social care services. Integrating these conditions into project proposals will help ensure that social care services effectively address the unique needs of women and vulnerable groups:

**Gender Perspective Integration**

* **Partnerships with Women's Organizations:**
  + Applicants are encouraged to partner with local women’s organizations and other relevant stakeholders to enhance the gender-transformative impact of social care services. This is particularly important for targeting women head of households and survivors of domestic violence.
* **Advocacy for Gender Equality:**
  + Whenever possible, advocate for and implement policies that promote gender equality in social care services. Ensuring that institutional frameworks support gender-transformative approaches, including the provision of adequate funding and resources, is highly recommended.
* **Gender-Responsive Monitoring and Evaluation:**
  + Establishing gender-responsive indicators to monitor and evaluate the impact of social care services is encouraged. Using these indicators to adjust interventions based on feedback and outcomes related to gender equality will ensure continuous improvement and effectiveness in addressing gender-specific needs.

Applicants are encouraged to incorporate these special conditions to enhance the gender-transformative impact of their proposed social care services.

* **Light renovation, refurbishment or purchase of supplies:**

As part of this Call for Proposal, light renovation, refurbishment, or purchase of supplies is permitted up to 50% of the total budget for the subgrant. Such renovations, refurbishment or supplies should be solely for the use of facilities providing educational, social, and community care services that directly contribute to the objectives of the grant scheme and the objectives of Call for proposal for financial support to third parties.

A non-exclusive list of light renovations, refurbishment and supplies include:

* Upgrading lighting fixtures: Installing energy-efficient lights that improve visibility and reduce electricity costs over time.
* Flooring updates: Updating flooring to durable and eco-friendly materials.
* Accessible space modification: Updating spaces in order to improve inclusivity. For example, improving restrooms with accessible sinks and space for wheelchairs.
* Technology upgrades: Purchase of computers and/or upgrading existing ones, setting up multimedia equipment that enhance educational and/or social service delivery.
* Safety and security improvements: Installing security cameras, improving door locks, adding emergency exists that improve safety for everyone using the facility.
* Environmental considerations: Implementing eco-friendly practices such as installing water-saving fixtures.

**Ineligible costs:**

* In general, costs for activities that are not contributing to the achievement of the objectives of this Call for Proposal
* On-going activities funded from other sources
* Interventions that relate only or mainly to renovation or refurbishment of facilities (light renovation and refurbishment is allowed up to 50% of the total proposed budget)
* Interventions that are focused only on development of plans without specific outcomes for the target beneficiaries
* Indirect capacity development costs (However, these costs can be planned for and included in the direct costs of the project proposal)
* Fines and penalties imposed by government authorities or incurred as a result of legal disputes with third parties
* Unforeseen expenses unspecified in the project proposal budget.

**Risk Assessment:**

All CSO applicants that will be selected for partnership implementation will be subject to due diligence verification and an assessment on prevention of sexual exploitation and abuse (PSEA).

In situations where a government or civil society partners receive more than $100,000 from UNICEF in a given year for programme implementation, UNICEF offices need to undertake financial risk assessment called micro-assessment[[11]](#footnote-12). Applicants will be informed of this process at a later stage.

**HACT Framework:**

All partnerships established with successful applicants will be governed by the provisions of the Inter-agency Policy on Harmonized Approach to Cash Transfers to Implementing Partners which outlines operational requirements for the management of cash transfers in accordance with the 2014 UNDG Framework on the Harmonized Approach to Cash Transfers. HACT framework and associated tools are used for efficient, and risk informed financial transfer, which in turn is governed by overall UNICEF Financial and Administrative Policy 5: Cash Disbursements. Steps and standard templates as well as accountabilities, roles and responsibilities of UNICEF and IPs, in the process of resource transfer will be provided and explained to the selected applicants.

1. UNICEF reserves the right to transfer fund from one LOT to another based on the quality of the project proposals received. [↑](#footnote-ref-2)
2. The amount of financial support will be disbursed in ALL based on the EUR/ALL exchange rate at the moment the amount will be transferred to the lead applicant. [↑](#footnote-ref-3)
3. **Target groups** are groups/entities who will directly benefit from the action at the action purpose level. [↑](#footnote-ref-4)
4. **Final beneficiaries** are those who will benefit from the action in the long term at the level of the society or sector at large. [↑](#footnote-ref-5)
5. Elements of specialized social care services may include but are not limited to mentoring of children that are in conflict with law, mental healthcare services, mentoring and counselling, children and women affected by abuse and in disability. [↑](#footnote-ref-6)
6. Potential models of service proposed according to Law 121/2016 "On Social Services in the Republic of Albania" Article 3. [↑](#footnote-ref-7)
7. Potential models of service proposed according to Law 121/2016 "On Social Services in the Republic of Albania" Article 3. [↑](#footnote-ref-8)
8. Proposals targeting children and women at risk of social exclusion and disability are encouraged. [↑](#footnote-ref-9)
9. The amount of financial support will be disbursed in ALL based on the EUR/ALL exchange rate at the moment the amount will be transferred to the lead applicant. [↑](#footnote-ref-10)
10. Based on the lead applicant (Municipality or CSOs) further instruction will be given when the results are communicated. [↑](#footnote-ref-11)
11. During the micro-assessment procedure, CSOs will be required to submit additional documents in due time. [↑](#footnote-ref-12)