

Invitation for Proposals

UNFPA, the United Nations Population Fund, an international development agency, invites qualified organizations to submit proposals for the implementation of an initiative to strengthen regional and national capacities to measure violence against women in Asia and the Pacific (2016-2019). The purpose of the Invitation for Proposals is to identify an eligible non-governmental organization or a consortium of institutions for prospective partnership with the UNFPA Asia-Pacific Regional Office to support achievement of results outlined in this initiative (see section 1.3 below for details on the initiative).

Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email or mail clearly marked “Invitation for Proposals-kNOwVAWdata” at the following address:

UNFPA APRO email: apro.office@unfpa.org

Or

UNFPA APRO Mailing Address: United Nations Population Fund, Asia and the Pacific Regional office, UN Service Building, 4th Floor, Rajadamnern Nok Avenue, Bangkok 10200, Thailand.

by **28 May 2017**.

Proposals received after the date and time may not be accepted for consideration.

Applications must be submitted in English language.

Any requests for additional information must be addressed in writing at least 1 week before the deadline of submission at the latest to stuladhar@unfpa.org. UNFPA will post responses to queries or clarification requests by any applicants who submitted on UNFPA APRO website before the deadline for submission of applications.

UNFPA shall notify applying organizations whether it is considered for further action.

Section 1: Background

1.1 UNFPA mandate	UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every birth is safe, and every young person's potential is fulfilled.
1.2 UNFPA Programme of Assistance in Asia and the Pacific	<p>The advancement of gender equality and women and girls’ empowerment is a key priority outcome of the United Nations Population Fund (UNFPA) in Asia and the Pacific. UNFPA’s 2014-2017 Strategic Plan prioritizes gender-based violence programming and its integration into broader sexual and reproductive health services, within one of the four strategy outcomes. Under this outcome, UNFPA works in close partnership with governments, other UN agencies and civil society networks to address violence against women through (a) support to build the evidence base for eliminating VAW to influence policy action, (b) advocacy and technical assistance to ensure integrated and multi-sectoral responses to support survivors of violence and harmful practices. At the national and regional level, strong partnerships and collaboration exist between UNFPA and its sister UN agencies to advance this agenda.</p> <p>UNFPA’s mandate on population and data analysis as well as its established relationship with National Statistics Offices and unique expertise and experience in data collection on VAW represents a significant comparative advantage within the UN system. UNFPA is the lead advocate and technical agency for the data collection through the DHS and specifically for the use of the DV module. Building</p>

on its mandate on population and development and its long history of supporting national statistics offices (NSOs), UNFPA has a strong commitment to technically support countries embarking in measurement of VAW.

UNFPA has a strong demonstrated track record in working on measurement of VAW, particularly through technical support to countries. In Asia and the Pacific region, this amounts to support to some 20 countries to date.

Below are some examples of recent activities and initiatives of UNFPA Asia and the Pacific Regional Office (APRO) that show the organization's leadership and engagement in the area of VAW in general and VAW data collection and use in particular.

A. Technical support to national VAW surveys:

UNFPA Pacific Sub-Regional office (PSRO) supported eight studies resulting in prevalence data on VAW in the Pacific region in Samoa, Kiribati, Solomon Islands, Cook Islands, Federated States of Micronesia, Marshall Islands, Nauru, and Palau. The data collected in these studies provides an evidence-base for advocacy on policy and legal reform, as well as programme development. As a result, in Kiribati and Solomon Islands, national End Violence against Women (EVAW) policies have been adopted, and the implementation of National Action Plans is supported through comprehensive UN Joint Programming.

In addition, UNFPA APRO supported or is currently supporting VAW national prevalence studies in Bangladesh, Cambodia, Indonesia, Lao PDR, Mongolia and Vietnam. In 2017, UNFPA expects to provide technical assistance to upcoming VAW prevalence surveys in several additional countries in the region.

B. Capacity Development:

United Nations Population Fund (UNFPA) works in close partnership with governments, other UN agencies and civil society networks to address violence against women by strengthening national capacities to gather reliable and comparable evidence to guide policy and programmatic responses.

In this context three (sub) regional workshops have been held to strengthen national capacities to collect data: In 2012 in Fiji, for the Pacific Island countries; in 2012 in Indonesia, (together with the Association of Southeast Asian Nations (ASEAN) Committee on Women) for countries in the ASEAN region, and in 2015 in Bangkok, for countries in South Asia.

These workshops, for members of national women's machineries, Ministries of Health, National Statistics Offices, proved to be successful not only to build technical capacities of relevant national actors through increased knowledge of different existing methodologies for collecting data on VAW but also through sharing of experiences, including opportunities and challenges encountered in undertaking VAW prevalence surveys in different country contexts.

There is a growing demand for reliable and comparable prevalence data on VAW since the adoption of standard indicators for measuring VAW by the UN Statistical Commission in 2011. This has only increased with the adoption by Member States of a specific target to "Eliminate all forms of violence against all women and girls in private and public spheres, including trafficking and sexual and other types of

	<p>exploitation”, under the Sustainable Development Goal 5 of the 2030 Agenda for Sustainable Development (target 5.2) and the associated two indicators on VAW.</p>
<p>1.3 Specific results</p>	<p>Acknowledging the emerging and increasing demand for violence against women (VAW) data and the lack of adequate technical knowledge to properly measure it, UNFPA APRO, with support from the Australian Department of Foreign Affairs and Trade (DFAT), aims to invest in developing sustained capacity in the area of VAW measurement at national and regional level in alignment with existing global methodological, ethical and safety standards.</p> <p>In particular, the kNOwVAWdata initiative hopes to develop sustained capacity through partnership with an institution or a consortium of institutions for the development and implementation of a sound and sustainable training curriculum, including support to ongoing field activities, mentoring, and, in turn, supporting the establishment of a committed pool of trained professional and researchers, in line with the initiative’s long term vision for wider expansion through international collaboration and a training curriculum and materials that are common good (including eventual use in regions beyond the Asia Pacific region).</p> <p>Key Objective: In order to create a sustainable and innovative hub that can nurture and host the expertise needed in Asia and the Pacific for the measurement of VAW, UNFPA APRO is seeking to partner with an institution or consortium to create a Knowledge Centre for the measurement of VAW.</p> <p>Scope of Work: In line with UNFPA’s long term vision to contribute to knowledge, evidence and sustained capacity development in the area of measurement of VAW, UNFPA APRO intends to engage in a partnership with a suitable institution or consortium of organisations to:</p> <p>i. Develop a high quality technical training curriculum and facilitators’ guidebook on measuring VAW: The envisioned curriculum will build on existing materials and experience and will be uniquely different from existing initiatives in that (a) it will be embedded in a sustainable way in an institution’s ongoing course work, (b) it will focus on developing skills to measure internationally accepted VAW indicators using survey methodologies that are international accepted best practices, (c) training activities will be supplemented by mentoring, and (d) capacity development will be linked with technical support to data collection activities in countries.</p> <p>ii. Deliver a pilot training on the curriculum and revise the training materials with feedback from participants and the project Technical Advisory Committee: Once the draft curriculum is developed, the partner institution or consortium will be expected to conduct a pilot training of the materials. Based on the inputs received from the training participants as well as the initiative’s Technical Advisory Committee, the partner institution/consortium is expected to revise the training materials.</p> <p>iii. Establish the training curriculum as a part of regular course delivered at the institution: It is expected that the partner institution/consortium would house the curriculum as part of their regular graduate training course and/or a recurrent (yearly) stand-alone module (e.g. a summer course). Possible initiatives could also include establishing funds for fellowships for emerging researchers through course work, field experience and mentoring. It is anticipated that the curriculum will be co-owned by key partner organisations, co-branded with other UN partner organizations that have</p>

significantly contributed to its development, and will eventually be made available to other institutes regionally and globally as a common good.

iv. Provide technical assistance to VAW data collection initiatives by countries in Asia and Pacific region through mentorship by the course faculty of the institute and/or mobilization of a trained pool of national and international researchers:

The network of course graduates - a pool of national and international researchers- are expected to be able to support country initiatives to conduct VAW prevalence surveys. The partner institution or consortium itself also has a role to play by mentoring the graduates and by collaborating with governments and local institutes as (research) partners in data collection activities. This could include the provision of commissioned/tailored training, e.g. for NSOs and ministries, prior to a country starting data collection, and/or afterwards to ‘workshop’ and explain the results and translate them for use.

v. Initiate/nurture a network of VAW researchers to support future VAW data collection initiatives both in the region and globally and to promote and advocate for quality in VAW prevalence studies:

In order to ensure that the capacity built through the training and technical assistance, including mentoring, is put to full use and a sustainable network is developed, the partner institution or consortium is expected to set up a network of course graduates and VAW researchers/practitioners to ensure continuation of exchange of knowledge and sustained capacity building. It is expected that the institution or the VAW researchers trained through the curriculum would also engage in utilizing the data generated from the VAW studies for academic papers and secondary data analysis.

A detailed TOR is attached for further details of the project and expected deliverables.

UNFPA APRO VAW Technical Team will manage the institution, ensure technical quality assurance to the initiative as well as coordinate with the Technical Advisory Committee for feedback and guidance on the initiative.

Section 2: Application requirements and timelines

2.1 Documentation required for the submission	<p>The expression of interest shall include the following documentation:</p> <ul style="list-style-type: none"> ● Copy of provisions of legal status of the applicant institution or consortium of institutions. [<i>Required to be eligible for review</i>] ● Attachment I – Institution Profile and Programme Proposal ● Latest annual report and audit report as separate documents or hyperlink to the documents 	
2.2 Indicative timelines	Invitation for Proposal issue date	2 May 2017
	Deadline for submissions of proposals	28 May 2017
	Deadline for requests of additional information/ clarifications	21 May 2017
	Review of submissions	9 June 2017
	Notification of results communicated to submitting institutions	16 June 2017

Section 3: Process and timelines

3.1 Review & evaluation of NGO submissions	<p>Applications will be assessed by a review panel to identify organizations that have the required knowledge, skills, and capacity to support achievement of results <i>using criteria outlined in section 3.2 below</i>.</p> <p>It should be noted, however, that participation in this Invitation for Proposals does not guarantee the organization will be selected for partnership with UNFPA. Selected institutions will be invited to enter into an implementing partner agreement and applicable UNFPA programme policy and procedures will apply.</p>	
3.2 Selection criteria	<p>Eligible organizations will be selected in a transparent and competitive manner, based on their capacity to ensure the highest quality of service, including the ability to apply innovative and sustainable strategies to meet programme priorities in the most efficient and cost-effective manner.</p> <p>UNFPA Asia Pacific Regional office will review evidence provided by the NGO institution submission and evaluate applications based on the criteria below.</p> <p>Multiple institutions are encouraged to apply as a consortium.</p>	
	Governance, Leadership and vision	<ul style="list-style-type: none"> ● The institution or consortium has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas, in particular the objectives of the kNOwVAWdata initiative. ● The institution or consortium is able to work effectively with the UNFPA Gender team, as well as with the Technical Advisory Committee to the kNOwVAWdata initiative that will provide technical advice on curriculum and capacity development strategy/modalities. ● The institute or consortium should be willing to acknowledge that the course will build upon existing materials and efforts of other institutions to strengthen and build capacity on the measurement of VAW. The curriculum developed under this initiative will most likely be jointly owned by all the partners, co-branded and made available as common good. ● The institution or consortium does not have a history of fraud, complaints or service delivery issues.
	Human Resources	<ul style="list-style-type: none"> ● The institution has sufficient and relevant human resources and technical expertise to implement the proposed activities. ● The institution or consortium’s proposed team members must have the following qualifications: <ul style="list-style-type: none"> i. Sound knowledge of quantitative research methods on VAW, preferably on VAW prevalence studies and all

		<p>phases of research, including design, data collection, (statistical) analysis, interpretation, report writing and dissemination with a focus on ethical and safety issues throughout all these the phases;</p> <ul style="list-style-type: none"> ii. Specific knowledge on qualitative research methods on VAW; iii. Skills/experience in knowledge translation and communication; iv. Experience and knowledge of the use of participatory processes; v. Experience of working in the Asia Pacific region will be desirable <ul style="list-style-type: none"> • Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.
	Facilities	<ul style="list-style-type: none"> • The institution has its own facilities and logistics to host/organise and support trainings on a regular basis.
	Comparative Advantage	<ul style="list-style-type: none"> • The institution or consortium has experience in supporting or leading VAW prevalence surveys, conducting trainings on measurement of prevalence of VAW or engaged in statistical analysis of VAW prevalence data.
	Monitoring	<ul style="list-style-type: none"> • The institution or consortium has systems and tools in place to systematically collect, analyse and use programme monitoring data
	Partnerships	<ul style="list-style-type: none"> • The institute or consortium should be committed to the possibility of further partnership with other institutions within the region or beyond to expand capacity building activities on VAW data measurement. • The institution is interested in partnering with national/local Government institutions and/or NGO/research institutions that are concretely planning or implementing prevalence surveys, providing technical assistance and continued mentoring (as follow up on the training), also building and supporting south-to-south networks.
	Environmental Considerations	<ul style="list-style-type: none"> • The organization has established policies or practices to reduce the environmental impact of its activities. If no policies exist, the organization must not have a history of its activities causing negative impact to the environment.
3.3 Prospective partnership agreement	UNFPA will inform all applicants of the outcome of their submissions in writing to the email/ postal address indicated in the NGO submission.	

Attachment I: Institution or Consortium Profile and Programme Proposal (To be completed by institution or consortium submitting proposal)

The purpose of this proposal is to provide the following information: a) overview of the institution or consortium, b) an outline of the activities the NGO is proposing to partner with UNFPA and c) provide UNFPA with sufficient evidence to show it meets the criteria outlined in section 3.2 of the IFP. For application from a consortium of institutions, it is expected that one consolidated proposal will be submitted clearly identifying what role each participating institution will play.

Information provided in this form will be used to inform the review and evaluation of NGO submissions as outlined in the Invitation for Proposals.

Section A. Institution Identification		
A.1 Organization information	Organization name	
	Address	
	Website	
A.2 Contact information	Name	
	Title/Function	
	Telephone	
	Email	
A.3 Conflict of interest statement	To your knowledge, do any staff members of your organization have personal or financial relationships with any staff of UNFPA, or any other conflicts of interest with this programme or UNFPA? If so, please explain.	
A.4. Fraud statement	Does your organization have fraud prevention policies and practices in place?	

Section B. Overview of the organization		
B.1 Annual budget	Size of annual budget (previous year, USD)	
	Source of funding	<i>Outline funding base, including local, international, and private sector donors</i>
	Main funding partners/ donors	
B.2 Staff capacity	<i>List of number and key functions of core organization staff</i>	

B.3 Institution or Consortium mandate and background	<i>Outline the organization's mandate and field of work, and how it aligns to UNFPA's mandate.</i>
B.4 Available expertise and specialists	<i>Outline the distinctive technical capacity of the institution or consortium to achieve results in the proposed programmatic area</i>
B.5 Experience in proposed area of work	<i>Outline a summary of experience in supporting measurement of VAW either through participation in VAW prevalence survey, training on VAW or analysis of VAW data.</i>
B.6 Knowledge of the local context/ Accessibility to target population	<i>Outline of presence and community relations in the location(s) the activities will be implemented in: include access to vulnerable populations and hard-to-reach areas, if any)</i>
B.7 Credibility	<i>To what extent is the institution recognized as credible by the government, and/or other key stakeholders/partners?</i>
B.8 Monitoring	<i>Outline the systems in place (policies, procedures, guidelines, and other tools) that systematically collect, analyse and use programme monitoring data</i>

Section C. Proposal overview	
C.1 Programme title	
C.2 Results to which the programme contributes	<i>Refer to Section 1.3 of the Invitation for Proposal</i>
C.3 Proposed programme duration	<i>From MM/YYYY to MM/YYYY</i>
C.4 Proposed Programme budget	

Section D. Proposed interventions and activities to achieve intended results	
D.1 Programme Summary	<p><i>This section should provide a brief summary of the programme.</i></p> <p><i>It should include a problem statement, the context and the rationale for the Programme:</i></p> <ul style="list-style-type: none"> ● <i>Overview of the existing problem;</i> ● <i>How the problem is linked to global/regional/national priorities and policies; and</i> ● <i>The relevance of the programme in addressing problem identified</i>

D.2 Organizational background and capacity to implement	<i>This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.</i>
D.3 Expected results	<i>“What” this programme will achieve - programme objectives and expected results</i>
D.4 Description of activities and budget	<i>This section includes a detailed description of budgeted activities to be undertaken to produce the expected results. It should provide details on training modalities, infrastructure and logistics (such as where and how training will be delivered; how training, support and mentoring will be ensured) as well as strategies to ensure sustainability/expansion of activities in the long run. Clear linkages between activities and results must be indicated. The applicant should include a separate excel spreadsheet with full details of activities and associated budget.</i>
D.5 Gender, Equity and Sustainability (optional)	<i>Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations</i>
D.6 Environmental impact	<i>Outline the likely environmental impact of the programme, if any.</i>
D.7 Other partners involved	<i>This section outlines other partners who have a role in programme implementation, including potential sub-contractees and other organization providing technical and financial support for the programme</i>
D.8 NGO contribution	<i>This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)</i>
D.9 Additional documentation	<i>Additional documentation can be mentioned here for reference</i>

Section E. Programme Risks and Monitoring

E.1 Risks	<i>Identify major risk factors that could result in the proposed activities not being successfully implemented and any key assumptions on which the proposed intervention is based. Include any actions the organization will undertake to address/reduce identified risk(s).</i>
E.2 Monitoring	<i>This section briefly outlines the monitoring activities</i>

Section F. References

Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship.	
Reference 1:	
Reference 2:	
Reference 3:	