

**Request for Expression of interest**

UN Women Fiji multi-country office invites interested partners to apply on the following:

**Description of Requirements:**

**Women’s Resilience to Disaster (WRD) Programme**

The Pacific is one of the most disaster impacted regions in the world. Multiple and increasing disasters intersecting with socio-economic vulnerabilities, environmental degradation and climate change impede the Pacific’s ability to recover from disasters. Disasters and climate change are widening inequalities and undermining poverty reduction in the Pacific. Women and girls are disproportionately impacted by disasters. Threats such as COVID-19 are further exacerbating the inequalities and hardships faced by women and girls including those with disabilities. Women and girls face greater risk and exposure to disasters, yet women remain largely ignored and their capacities unleveraged in conventional resilience building processes. As a result, women are generally absent in the development of resilience strategies and decision-making processes for prevention, preparedness and recovery. Women’s Resilience to Disasters (WRD) programme proposes a comprehensive package for building women’s resilience to disasters, climate change and threats (including COVID-19). The aim of the WRD Programme is to ensure that women’s and girls’ lives and livelihoods are disaster-resilient, contributing to sustainable and secure communities, by promoting gender responsive prevention, preparedness and recovery systems, plans and tools; and by enabling targeted action to help women and girls withstand hazards and threats, recover fully from disasters and increase their resilience to future risks. The expected end-of-programme outcomes are:

1. Prevention, preparedness and recovery systems, plans and tools are gender-responsive through women’s leadership in DRR, women’s enhanced influence in DRR decision-making, enhanced gender capacity of DRR and climate resilience stakeholders, increased access to knowledge, guidance and expertise on gender-responsive disaster resilience, and strategic partnerships and networks for women’s agency and leadership in DRR; and
2. Women and girls are prepared to withstand natural hazards, climate change and COVID-19, recover from disasters and increase their resilience to future risks, through gender-responsive early warning systems, gender targeted and mainstreamed services for women’s resilience, women’s informal and formal climate and disaster resilient businesses, women’s increased access to climate and disaster resilient livelihoods and strategic partnerships for resilient livelihoods.

The Women’s Resilience to Disasters programme will be implemented at the country level (Fiji, Vanuatu, Kiribati) as well as the regional level, and it builds upon and leverage existing interventions. The programme will help shift the narrative away from women and girls as vulnerable victims, and instead foster women’s participation and leadership in climate action.

This call is for expressions of interest from partners who wish to work in the implementation of the Women’s Resilience to Disasters Programme in Fiji between 2022 to 2025.

Ideal partners would be registered organizations working in Fiji in the Women’s Resilience to Disasters areas that are described below and are interested to work in partnership with UN Women Fiji MCO. The expression of interest (EOI) process is designed to register potential interest for partnership and submitting an EOI will not immediately commit UN Women, or the organization to a partnership.

**Outputs:**

The Expression of Interest is being issued to identify potential partners with the capacity to provide grants to civil society organizations, community organizations and women’s groups and networks to jointly implement the following priority areas of the WRD programme in Fiji, which have been identified through a consultative process with national stakeholders.

**Women’s leadership, voices, and mentoring in disaster risk reduction and climate change actions**

* Identify and support pathways to raise the number of women appointees at all levels of decision making, encouraging support of the respective leaders.
* Support leadership, mentoring and coaching programmes including those targeting young women.
* Strengthen accountability mechanisms of government and partner processes to be more inclusive.
* Develop educational programmes by women for women and encourage methodologies and approaches that promote wide representation from across Fiji, peer to peer sharing of experiences, and intergenerational learning.
* Formalise women’s representation and decision making in all levels of government and their leadership role within the climate and disaster resilience.
* Strengthen awareness/advocacy to communities, churches, schools, and organisation on gender equality and the importance of including women as policy makers, decision makers and leaders.

**Localised capacity development and preservation of traditional knowledge**

• Strengthen capacity building approaches of existing women leaders to be agents of change and engage and promote young women leaders for sustainability.

• Support gender related training at divisional and district level.

**Engage Men and Social Norm Change**

• Support school and community-based programmes where boys are engaged at a young age.

• Adopt a considered and intentional approach to programming that engages men.

The proposals are expected to cover a period of minimum 2 years (24 months) from 2022-2024 with a minimum budget of 100,000 USD and a maximum budget of 300,000 USD.

The selected applicant(s) will operate small grants ranging from 5,000 to 20,000 USD which will be offered to local initiatives.

**Eligibility criteria**

The Expression of Interest is open to:

• Non-Government Organizations (national/local)

• International Non-Government Organizations

• Academic institutions

• UN agencies

• Inter-governmental institutions not part of the UN System

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| List of attributes | Benchmark |
| Organizational Capacity | * Financial resources management and systems, including the capacity to carry

out an analysis of the grant portfolio;* Relevant history in managing resources through grant awards;
* Relevant history in working with small organizations, including experience in

providing technical assistance.* Programmatic capacity, including monitoring and evaluation capacity;
* Capacity to assess and manage risks;
* Procurement and supply chain management procedures, with clearly defined responsibilities; and,
* Fair and transparent grant award evaluation systems/processes/procedures.
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| Technical Capacity | * Proven track record of 5 – 7 years in the gender equality and women’s empowerment/ disability inclusion/ climate change/ disaster risk reduction
* Proven record of ensuring gender equality and inclusion of persons with

disability and LGBTQI in its work* A proven commitment to results (able to provide reports/evaluations of

successful projects)* Proven credibility in the country or region, especially credibility in terms of

working towards gender equality, women’s resilience and women’s economic empowerment |
| Governance and Management Structure | * Be legally registered as a non-profit organisation
* Functioning board/steering committee
* Record and evidence of organizational culture of accountability, such as a

written code of conduct, measures on anti-corruption, child protection and sexual harassment policy |
| Financial and Administrative Management | * A functioning internal control framework and process to deliver quality

and timely project results.* Documented ability to provide financial and narrative reports
* Documented track record of financial accountability – annual audits
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| Partnerships/reach | * Evidence of the organization having grassroots presence and or affiliation/

networks with other similar strong qualified organizations in the country* Evidence of strong working relationships with relevant stakeholders in country including national/sub-national government, other CSOs including

faith-based organisations, donors and/or private sector. |

*UN Women will examine the outcome of this request for EOI and will consider those organisations that have expressed their interest providing the required information as to their ability to fulfill UN Women’s Request for Proposal (RFP) requirement. The RFP will only be disseminated to those companies that will have fully met the EOIs requirements.*

*Capacity Assessment: Based on UN Women’s global capacity assessment guidelines, CSOs will be requested to provide documentation to be evaluated on a range of areas including those in the competencies mentioned above. The capacity assessment process will also involve a development of capacity support plan.*

*UN Women will sign contracts with and disburse funds to the applicant organization only.*

**Submission details**

The expression of interest also must include:

1. Brief description of the organization, mandate or mission statement, geographical areas of operation and main areas of work/expertise in Fiji.
2. Description of the organization’s experience in a selected priority area of WRD. Please clearly state the priority area(s) selected and how long the operations have been carried out in the substantive area. Details of both ongoing work in Fiji as well as regional expertise in these areas should be provided. Attach two recently conducted evaluations/reviews of work in these areas if available.
3. Completed EOI checklist (below):
* Proof of Legal Registration
* Organisational chart and staffing chart
* List of board/steering committee members and board/steering committee minutes
* Sample of an annual report / equivalent
* Sample of a recent donor / partner report
* Links to recent publications / examples of recent gender related publications
* Links to recent communications / social media

Those organisations with experience in implementing the above-mentioned priority areas who are interested in participating in the planned selection process should forward their expression of interest to UN Women on fiji.tenders@unwomen.org and olita.antonio@unwomen.org by date: August 03, 2022. EOI received after the above deadline will not be considered.

Organisations will be selected in accordance with the procedure set out in the UN Women Procurement Guidelines and UN Women Financial Regulations and Regulations.

This EOI does not entail any commitment on the part of UN Women, either financial or otherwise. UN Women reserves the right to accept or reject any or all EOI without incurring any obligation to inform the affected applicant/s of the grounds.

# Annex 1 – Submission Form for the Expression of Interest

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| **Completed form to be sent by August 03, 2022, 17:00 Fiji time:** * **Email to** **fiji.tenders@unwomen.org** **and** **olita.antonio@unwomen.org** **(do not copy to other email addresses)**
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**Organisation Information**

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| **Name of organisation**  |  |
| **Contact name** |  |
| **Office location/address in Fiji** |  |
| **Website and social media links (if available)** |  |
| **Telephone** |  |
| **E-mail** |  |

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| 1. Brief description of the organization, geographical areas of operation and main areas of work/expertise in Fiji.

(Maximum of 1/2 page – A pamphlet or link to website can be attached if easier) |
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| 2. Description of the organization’s experience in a selected priority area of WRD. Please clearly state the priority area(s) selected. Details of both ongoing work in Fiji as well as regional expertise in these areas should be provided. Attach two recently conducted evaluations/reviews of work in these areas. (Maximum of 2 pages- A programme description or link to a website can be attached if easier) |
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| 3. Description of successful cooperation and partnerships with various civil society organizations, community-based networks or other stakeholders (specify which ones) in the planning and delivery of Gender or Resilience work. Please provide a list of your most recent (last 2 – 3 years) partner or donor funded programmes in this area. Please include partners (donors or other) that were included in these projects. (Maximum 2 pages) |
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| 4. Evidence of essential technical, financial, human resource and managerial capacity within the organisation to implement the programme Please provide the following:* Your last annual report and a recent donor report
* Your last audited financial report
* Any project audits conducted in the last 2 years
* Your organizational chart and list of key staff bios
* Proof or legal registration
* List of board/steering committee members and board/steering committee minutes
* Links to recent publications / examples of recent gender related publications (if any)
* Links to recent communications / social media (if any)
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| 5. Has your organization ever been investigated for fraud and corruption? (Yes or No) |
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| 6. Has your organization ever been investigated for sexual abuse, sexual exploitation or other wrongdoing? (Yes or No) |
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| Declaration: I hereby certify that the above responses are true and correct.Authorized Representative (name, title, signature, date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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