**2021 OPEN CALL FOR PROPOSALS**

**A systematic approach to making**

**the internet safe for children**

**FULL PROPOSAL INVITATION PACK**

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| **Focus**: Strengthening capacity, networks, and systems to make the internet safe for children  **Geographical targeting:** Eastern and Southern Africa and Southeast Asia  **Maximum funding proposal**: Up to US$ 1 million per proposal  **Project** **duration**: Maximum 3 years  **Deadline for applications**: 15 November 2021 11:59 PM EST  **Submit proposal at**: [**Apply here**](https://form.jotform.com/212703925925357) |

This Pack serves to collect all available information required for the full proposal to be considered for funding by End Violence’s Safe Online initiative under the Open Call ‘’A systematic approach to making the internet safe for children’’. Please refer to the **scoring criteria** set in the Instructions and Guidelines of this Open Call when completing the Application Form included in this Pack.

Any links you provide will be regarded as supporting documents and may not be studied in detail. End Violence may review external links and record the content of those links with day and hour stamp upon submission. It also reserves the right not to consider any changes made to the content of these links after the submission date of the full proposal.

Submissions will be reviewed by technical experts at End Violence experts as well as external experts, as applicable. Please note that your organisation may be invited to provide more details before funding decisions are final.

All submissions must be made in English. Interested entities that meet the eligibility criteria are required to complete and submit the Application Form and provide the information and supporting documents indicated in the form. Proposal must contain the following forms and annexes:

*Full Proposal Invitation Pack contains the following forms and annexes:*

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| **Documents** | **Instructions** |
| **Full Proposal Form** | Please ensure that all the critical information regarding your proposed solution is included as fully as possible in this form. |
| **Annex 1: Guidelines -** **Results Framework and Project Implementation Plan** | Guidelines have been developed to facilitate the completion of the Results Framework and Project Implementation Plan. Please follow the instructions in the document. |
| **Annex 2: Results Framework and Project Implementation Plan** | A Results Framework, Monitoring Plan and Project Implementation Plan has been created for your usage. Please adapt the indicators as necessary based on your project. |
| **Annex 3: Budget and Financial Reporting Template** | A few examples have been added to help you navigate the template. Please make sure to double check all formulas in case you make any changes or additions. End Violence’s Safe Online initiative encourages co-funding wherever feasible as indicated in the template. |
| **Annex 4: List of similar projects (national or transnational)** | This list will showcase your organisation's track record implementing similar projects in similar contexts (at least three project references with the corresponding supporting documentation shall be provided). For transnational projects, track record of success delivering activities to prevent and tackle online CSEA regionally and internationally (at least three projects) |
| **Annex 5: Team Structure** | Provide a diagram that shows the different roles and  responsibilities of key personnel for the project. This template will help us understand the composition of the core team and how it works together, how responsibilities have been split across different  individuals. It will provide information about the different roles and skills. If you will be adding people to the team of ‘key personnel’ during the project period, please include them on this organigram. |
| **Donor/Partner references** | This document will showcase your good past performance implementing a similar project on behalf of a donor or jointly with another implementing partner. |
| **CVs** | Provide a CV (2 pages maximum) for each key personnel on the team structure diagram. All key personnel need to be reflected in Annex 5 -Team Structure. This template will help us understand the strengths, skills, experience and qualifications that each key person brings to the project. In case the personnel has not been identified, please share a job description. |
| **Safeguarding Policy (final or draft)** | Please share with us a copy of your Safeguarding Policy if you have one. End Violence’s Safe Online initiative allows you to include a budget line for safeguarding. This can include (but is not limited to) costs for capacity building, policy development, a proportion of costs for specialist personnel, as well as costs associated with managing safeguarding/protection concerns. These costs can go under different budget lines according to their categories as specified in the budget template.  If you do not have a safeguarding policy and procedures, we will support you in developing one as part of the project deliverables.  If your project is approved, you will be required to complete a safeguarding self-assessment. A copy of the self-assessment can be found [here](https://www.end-violence.org/child-safeguarding) for your information. There is no need to complete this form at this stage. |
| **Audit reports** | Organisations are requested to submit at least two years of audit reports. If your organisation does not have this readily available, please note this and the reason(s) why. As End Violence is hosted administratively by UNICEF, organisations without a risk rating within UNICEF's financial management system will be required to undergo a financial micro-assessment during the grant period. |

Proposal applications must be submitted through the [online Form available on the Safe Online 2021 Open Calls Webpage](https://www.end-violence.org/safe-online-2021-open-call), where you will also find all the relevant information and annexes to apply for this Call.

Proposals will be reviewed after the close of the call. The last day for submissions of applications is **15 November 2021 11:59 PM EST**.

Only shortlisted applicants will be contacted and may be requested to provide additional clarification, as applicable. The Safe Online team may come back to applicants with feedback and/or requests to reshape or rescope their proposal if needed.

If you have any questions about the Call for Proposals, please submit questions through this [FAQ F](https://form.jotform.com/212702318675354)orm. Answers to all questions submitted will be shared publicly.

**Checklist:**

* + Full proposal form
  + Annex 2- Results Framework and Project Implementation Plan (to be downloaded from End Violence website)
  + Annex 3- Budget and Financial Reporting Template (to be downloaded from End Violence website)
  + Annex 4- List of similar projects (national or transnational) (to be created by the applicant)
  + Annex 5- Team Structure (to be downloaded from End Violence website)
  + Donor/Partner references (to be created by the applicant)
  + CVs of the team (to be created by the applicant)
  + Safeguarding policy (if the applicant has one) (to be created by the applicant)
  + Audit reports (to be created by the applicant)

**FULL PROPOSAL FORM**

**About you (contact details)**

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| --- | --- |
| **Name (primary contact):** |  |
| **Title:** |  |
| **Email:** |  |
| **Telephone:** |  |
| **Name (alternative contact):** |  |
| **Title:** |  |
| **Email:** |  |
| **Telephone:** |  |
| **How did you hear about the Safe Online initiative?** | Through contacts:   * Friends * Family * Online influencers * Work colleague * Other\_\_\_\_\_\_   Through social media / digital channel:   * Facebook * Twitter * LinkedIn * Articles / news online * Other:\_\_\_\_\_\_\_\_\_\_\_   Through a website:   * http://end-violence.org/   Other: \_\_\_\_\_\_\_\_\_\_\_\_\_ |

**About your organisation and your partners**

*Please insert information from the Expression of Interest Form and/or update information as necessary.*

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| **Name of organisation:** |  |
| **Organisation address:** | Street Address / P.O. Box  Street Address Line 2  City  State / Province  Postal / Zip Code  Country |
| **Organisation webpage and social media account:** |  |
| **Type of organisation:** | NGO/civil society organisation  International organisation/United Nations agency or fund  Academia /research institute/think tank/foundation  Private company  Other |

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| --- | --- |
| **Organisation area of work (Max 100 words):** |  |
| **Organisation’s annual budget and number of employees (staff, contractors, consultants)** |  |
| **List the key partners for the implementation of this project and confirm the status of the partnership via written commitment such as signed MoU or Letter of Support. In the case of verbal commitment only, please provide a support letter for the project from your listed partners.**  **\*** **If your organisation is working with local organisations, please make specific reference to this here** | Partner 1  Name of organisation:  Type or organisation:  Area of work:  Contact person:  Purpose of partnership:  Status of partnership: (e.g. actual or potential)  Partner 2  Name of organisation:  Type or organisation:  Area of work:  Contact person:  Purpose of partnership:  Status of partnership: (e.g. actual or potential)  Add more partners as applicable |

**Summary of the project**

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| --- | --- | --- |
| **Project title** | |  |
| **Total request from End Violence in US$** | |  |
| **Total project amount in US$** | |  |
| **Total duration in months** | |  |
| **Target country/countries** | |  |
| **Identify which of the key objective(s) below your proposal seeks to address:** | | |
| ☐ | Key Objective 1: Strengthening national infrastructure, including law enforcement, criminal justice and social care capacity to prevent and respond to online offending against children | |
| ☐ | Key Objective 2: Improving early intervention to prevent victimisation of children, and victim support to assist in recovery | |
| ☐ | Key Objective 3: Engaging families and caregivers in preventing the sexual abuse of children, and responding to harmful or otherwise unwanted experiences online | |

**Details of the project you would like End Violence to support**

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| **1.** **The problem**: Please describe the problem or challenge at the national, regional or global level related to the prevention and/or response to online CSEA that your project will address including gender equality and social inclusion dimensions, as and where relevant. (**Maximum 500 words**) |
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| **2. Project summary & methodology**: Please provide a summary of the project describing:   * Project objectives * Methodology in terms of how your project will address the problem particularly key activities, outputs and milestones, main techniques, models or assumptions involved * Gender equality, social inclusion dimensions, interdisciplinary considerations, where relevant * Piloting of any new ideas and innovative approaches or building on any existing projects and best practices * Multi-stakeholder engagement, cross-sector collaboration and international cooperation: key stakeholders and networks that will be engaged during the project at national or transnational level and alignment with national and/or regional action plans (or similar initiatives) and relevant frameworks (e.g. WPGA Model of National Response) * Local buy-in and sustainability plan   (**Maximum 2,000 words**) |
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| **3. Expected results**: Please describe the key results that your project aims to achieve as outlined in the Results Framework included the Full Proposal Application Pack. As relevant, please expand upon the change(s) you expect the project to bring to (a) national infrastructure including law enforcement, criminal justice and social care capacity; (b) targeted early intervention and response measures that assist in victim support and recovery; (c) empowerment of families and caregivers to prevent online CSEA; and, (d) any other areas that positively impact (direct/indirect) on children’s safety. End Violence’s Safe Online initiative encourages applicants to develop a theory of change during the proposal design stage which defines the causal pathways of change and provides a rationale for the proposed results and describes the links between different levels of the results chain (from outputs to outcomes) as outlined in the Results Framework. (**Maximum 750 words**) |
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| **4. Risks / barriers**: What are the key potential barriers or obstacles you can foresee to the effective delivery of the project? Describe any quantifiable risks, dependencies or framework conditions (such as regulation, standards, public acceptance, workforce considerations, financing of follow-up steps, cooperation of partners), that may determine whether and to what extent the expected results and outcomes will be achieved. Please provide details specific to your risk mitigation plan in relation to successful completion of the project, including COVID-19 contingencies as appropriate. (**Maximum 250 words**) |
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| **5. Monitoring and evaluation plan:** Please expand how you will monitor, evaluate and learn during the project period? End Violence’s Safe Online initiative would like to encourage applicants to think about monitoring and evaluation needs at the design stage of the project and will give preference to proposals that have rigorous evaluation components. We recommend that you allocate between 10-15% of the total direct costs to monitoring and evaluation component. Please align the answer to this question with the ‘Results Framework and Project Implementation Plan’ to be submitted as part of the Full Proposal Application Pack (**Maximum 500 words**) |
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| **6.** **Country selection/Roll-out plan**: Please outline the criteria you have used or will use to identify the country/countries listed above where your project will be implemented. (**Maximum 250 words**) |
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| **7. Relevant prior experience**: Please expand upon the relevant prior work of your organisation and/or team for performing this work. Describe demonstrated expertise and/or relevant methodological experience. Please include relevant links in response or as attachments in the field below. (**Maximum 250 words**) |
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| **8. Team structure**: What are the different roles and responsibilities of key personnel for the project? Describe the composition of the core team, how it works together, and how responsibilities have been split across different individuals. Please include anyone who will be included as ‘key personnel’ during the project period with details on the strengths, skills, experience and qualifications that each key person brings to the project. Does the team represent diverse perspectives, including across gender or underrepresented groups? Do you already have a network of experts? (**Maximum 250 words**) |
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| **9. Please upload the Budget & Financial Reporting for the proposed project** (labelled Project Budget Annex in the sidebar of documents to download and complete). |
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| **10.** **Communications:** Advocacy and communications will amplify the impact of your program or project, ensure learnings are disseminated and contribute towards influencing policy makers, key stakeholders and the general public. As relevant, describe how you plan on using advocacy and communications (at local, national, regional and/or global levels). We recommend that you allocate between 3-5% of the total budget to advocacy and communications. (**Maximum 500 words**) |
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| **11. Safeguarding:** End Violence defines safeguarding as "the responsibility that organisations have to make sure their staff, operations, and programmes do no harm to children and that they do not expose children to the risk of harm and abuse." You can read more about our Safeguarding Policy and definitions [here](https://www.end-violence.org/sites/default/files/paragraphs/download/Safeguarding%20Policy.pdf). Please describe what steps you will take to safeguard children and ensure data privacy, including for your implementing and downstream partners/sub-contractors, etc. (**Maximum 500 words**) |
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| **12. Please include attachments** (i.e. CVs, Audit reports, List of Similar Projects, Donor/Partner reference checks) |

**Thank you very much for completing the Full Proposal Invitation Pack!**