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COMMUNITY-BASED LOCAL INITIATIVES PROJECT 2 (CLIP 2)

APPLICATION GUIDELINE for Local Initiatives in Turkey

(EUR 20,000 – EUR 100,000)

September 2022

Background

CLIP 2 is a **multi-donor grant scheme** that supports and reaches out to **community-based local initiatives** in underserved regions of Turkey with the aim of providing integrated and needs-differentiated services to **refugees and disadvantaged, vulnerable members of the Turkish host community**. It builds on the experience of the Local Initiative Fund in Turkey (LIFT), through which GIZ has provided financial and technical support to small NGOs in different regions of Turkey in 2019-2022. Considering the learning experiences gained during the implementation of the LIFT, GIZ will again support local initiatives and NGOs to improve the service provision for vulnerable target groups. The partner organisations shall provide and improve services in four fields:

- 1). Protection and specialised services** for refugees and vulnerable residents of the host communities
- 2). Non-formal education (NFE)**
- 3). Intercultural understanding and social cohesion**
Strengthening capacities, including cooperation and referral structures
- 4). with other state and non-state actors** for providing high-quality and integrated social services.



In CLIP 2, GIZ implements a peer support structure to strengthen the capacities of small local organisations, improve their relations with other organisations as well as public authorities and create an enabling environment for mutual learning and exchange on a local and regional level based on the lessons learnt from the first phase of the CLIP project. All selected partners will be expected to work and cooperate with other small and large NGOs and relevant public stakeholders in the envisaged CLIP 2 Peer Support Network, namely ADA Türkiye structure.

ADA Türkiye facilitates successful cooperation between experienced NGOs and local initiatives providing services in the fields of social cohesion, non-formal education and protection in underserved areas of Turkey to reach out to the most vulnerable refugees (including those from Afghanistan, Iraq, Iran and others) and members of the host community.

It employs a “*mentoring*” approach, with a focus on knowledge and experience sharing on various levels between implementing partners. Large, well-known NGOs that GIZ has worked with are given specialised support for capacity development so they can be prepared to support and empower small-scale local initiatives. They join together to form a “*bundle*.” Depending on the expertise of the organisation, the bundle increases the capacity of local initiatives in the areas of management, finance and organisational development as well as within thematic areas. Moreover, CLIP 2 also supports and strengthens larger NGOs in their mentoring and supporting roles in order to have a greater impact.

ADA Türkiye also fosters the provision of needs- and rights-based and high-quality services linked to the existing service structures of the state. It promotes peer support, collaboration and cooperation while also linking implementing partners with different capacities to one another as an innovative approach. Additionally, it empowers civil society actors and strengthens the organisations' overall institutional sustainability.

Objectives and Modalities

Within the scope of the project, GIZ's ‘call for concept notes’ aims to support registered NGOs based in Turkey that seek to improve **community-based social services for refugees and disadvantaged vulnerable residents of host communities in underserved areas**. GIZ strongly encourages the applicants to have a one-refugee approach and include Syrians as well as non-Syrian asylum-seekers in their applications.



GIZ's 'call for concept notes' aims to select initiatives with project budgets ranging from **EUR 20,000 to EUR 100,000**.

Applications will be received for the following thematic areas for refugees and vulnerable residents of the host communities. Each concept note **MUST** include the thematic area (A) Protection services; AND **at least one** of the other thematic areas of (B) NFE and (C) Social Cohesion.

The priority will be given to the projects providing support to the one of the following vulnerable target groups

- Children at risk
- Elderly persons at risk
- LGBTQIA+
- Marginalized groups
- Persons with disabilities
- Persons with specific legal and physical protection risks
- Seasonal migrants
- Single parents or caregivers
- Survivors or persons at risk of (S)GBV
- Women at risk
- Youth
- Any other underserved group identified by the applicant organizations

The applicants are strongly encouraged to consider the environment-friendliness of their activities in their concept notes and throughout the implementation period.

The priority will be given to local grassroots organisations that have experience in working with vulnerable populations and collaborating with local stakeholders. Furthermore, established or proposed cooperation/agreements with the local public authorities, including Presidency of Migration Management (PMM), Provincial Directorate of National Education (PDoNE), Provincial Directorate of Family and Social Services (PDoFSS) especially the Social Service Centres (SSC) and Social Assistance and Solidarity Foundations (SASF), Provincial Directorate of Youth and Sport (PDoYS) as well as municipalities, will be considered a strong asset during the concept note assessment process.



Possible Areas of Intervention:

The geographical scope of the call is nationwide in Turkey with a special focus on underserved areas. GIZ's priority is to provide rights and needs-based services in the underserved areas. Therefore, **ALL APPLICANTS** need to describe **why their proposed area of intervention is underserved for their target group** in the concept notes. They need to identify the local needs in the intervention area and the activities which will respond to these needs. The applicants can only apply for one province for their implementation.

Activities to be funded:

The activities below serve as examples only that applicants may refer to.

Social Cohesion activities that would facilitate the peaceful coexistence of different refugee groups and vulnerable residents of the host community, e.g., social and cultural activities (i.e., city tours, speaking and youth club activities, social excursions, nature attractions, food culture-based activities), art activities (i.e., hobby hours, art workshops, picnics, drama classes, etc.), neighbourhood projects, special day events, festivals, sport activities and workshops/events for intercultural learning.

Non-formal education (NFE) activities, e.g., language courses, vocational courses, life skills courses, employment-relevant trainings, speaking classes, etc.

NGOs that are to implement NFE activities are strongly encouraged to have a protocol with the MoNE, otherwise they shall have an ongoing application to avoid possible delays in implementation. Besides, the applicants are encouraged to use the curricula designed and implemented by the DG of Lifelong Learning for NFE activities. Language courses can be also designed in such a way as to facilitate daily interaction of the target groups with the host community.

Protection activities, e.g., advisory and information services, individual protection assistance and case management (i.e., individual psychosocial support, group psychosocial support, family reunification, Information and counselling services on legal rights and entitlements/social rights and entitlements/on land, property and housing rights and entitlements, emergency accommodation assistance); mobile protection services, referrals (i.e., referral to legal, social, educational and health services to both state and non-state actors, translation and transportation); protection awareness¹, empowerment (i.e., information desks, awareness sessions on legal rights, social services, participatory needs assessment, solidarity groups/refugee committees, etc.).

¹ The examples of protection topics are such as child-specific measures, peer bullying, school enrolment procedures, marriage and divorce procedures, appeal mechanisms in case of GBV, disabilities, pathways for ID related problems, women's health, personal hygiene, children's rights, women's rights, refugee rights, access to labor market and work permit, etc.



While social cohesion measures should include around 40% Turkish residents of host communities, protection services should include up to 20%, and non-formal education services around 30% Turkish residents of host communities.

In general, the gender breakdowns for all activities should include around 50% women. In some cases, the gender distribution may vary depending on the target groups addressed by the proposed projects. However, when selecting the projects to be funded, GIZ will ensure that women and men benefit equally overall.

Complementary activities, e.g., coordination meetings with national and local stakeholders, structured and targeted exchanges with other public or civil society actors to strengthen cooperation and the sustainability of services, social entrepreneurship activities.

With a certain level of quality standards in place, applications with innovative online approaches and remote modalities for the implementation of activities are also welcomed.

Eligible applicants:

Only local non-governmental organisations (i.e., associations, initiatives and foundations) active in Turkey are eligible for implementation of this project.

All applicants should:

- Be established at least 5 years prior to the call, holding a minimum of 2 years' experience with externally funded projects on vulnerable groups (preferably, in the fields of activities defined above),
- Have at least 3 years of proven experience in proposed project location,
- Have experience in managing funds amounting to TRY 180,000 or EUR 10,000 in one single project and have a well-established accounting system (selected organizations will be visited later for commercial suitability),
- Have a project manager/officer and experienced finance officer or certified public accountant (CPA),
- Have at least 1 year of experience in the protection sector,



- Include protection services in their projects. In addition, the applicant NGOs should offer services in at least one other CLIP 2 intervention area (NFE or social cohesion),
- Design their programmes depending on the needs of/catering for the needs of/based on the vulnerable groups in the province. One-refugee approach is strongly encouraged,
- Describe why their proposed area of intervention is underserved for their target group,
- Submit proven records of relations with central and local stakeholders (e.g., social service centres, municipalities, etc.). Relevant protocols/permissions/evidence for ongoing processes with public authorities shall be provided before the implementation starts. If this is not the case, the applicant shall supply proof of prior experience with the cooperation in the proposed field(s) of work in the last 2 years,
- Have proficiency in English (preferred) and/or Turkish for communication and reporting.

The volume of the projects and type of support from GIZ

CLIP 2 provides financial and technical support to its implementing partners. Each local initiative can apply for funds between EUR 20,000 and EUR 100,000. The duration of the project shall be between 10 to 14 months with the possibility of extension, starting at the earliest in January 2023 and at the latest in March 2024.

During the implementation of the project, **GIZ and experienced mentoring NGOs** will provide the partners with technical support, which will vary depending on partners' capacities and needs.

All partners will receive the following support:

- Help desk support during the application process,
- A welcome package with all relevant information including visibility guidelines, partnership framework, finance management templates, monitoring templates and indicator guidelines, contact persons, etc.,
- A kick-off-meeting with each project to explain technical procedures and financial management,



- Regular financial and technical support on GIZ standards and procedures,
- Regular technical support on the fields of project implementation,
- Regular field visits by GIZ and other stakeholders of the project including donors.

In addition, implementing partners will have the chance to take part in GIZ's tailor-made capacity development measures including mentoring from a large-scale national NGO in the field of organisational development and management aspects, as well as in core areas of protection depending on the needs and priorities of selected partner organisations.

GIZ CLIP 2 does not provide support for:

- Credit schemes
- Purchase of land, vehicle or medicines
- Projects with high maintenance costs
- Lump-sum payments -- all costs are settled against evidence
- Projects aimed at solely or principally/mainly/substantially/extensively financing construction measures
- In-kind core relief items
- Cash assistance (conditional and unconditional)
- Establishment of new offices for the applicants outside of their province of operation

For further details, please review the Budget Guidelines for Local Initiatives (please see Annex.2b)



Monitoring and Evaluation

Every project needs to have a system in place on how to monitor and how to measure, evaluate and report on the progress of the project. All projects are expected to have a well-established database with an experienced M&E expert (e.g., a functional database/Excel table to keep track of implementation and beneficiary details, qualitative and quantitative reporting tools). GIZ offers its partners advice and training in improving their databases and M&E tools.

During the project period², GIZ will collect continuous information through:

- Narrative reports:
 - Quarterly progress reporting
 - Final reporting at the end of a contract
- Database sheets based on indicators submitted on a monthly basis
- Regular monitoring visits (by GIZ and other relevant stakeholders)
- External progress assessments on the quality and impact of services (by a consultant)
- Ad-hoc requests by GIZ (if needed)
- Qualitative M&E surveys, focus group discussions and key informant interviews implemented both by the implementing partners and GIZ
- Regular M&E Working Groups and Coordination Meetings

More details will be given within the *Simplified Logframe Template* (please see Annex 3).

In addition to the indicators in the simplified logframe template, further quantitative and qualitative indicators will be decided in the main logframe template, upon project selection with each partner in accordance with their respective activities and target groups. These indicators will be part of the partner logframes in their finalised proposals.

² The mentoring NGOs might also have various requirements from local initiatives in line with GIZ standards and requirements. The conditions and requirements will be pre-defined in collaboration with GIZ, local initiatives, and mentoring organisations upon the selection of the organisations.



Application Process

The applicant organisations must submit the following documents to be considered eligible:

- A concept note
- Logical framework (logframe)
- Budget in Turkish Lira
- Organisational capability statement
- A copy of the protocols and agreements of your organisation (if exists)
- A copy of your organisational registration documents

The contract and reporting language will be English. Thus, applicants should ideally submit their concept note in English. In cases where no resources for translation are available, Turkish concept notes are also acceptable. The applicant organisations should submit the complete application to clip.info@giz.de until **5 October 2022**.

During the application process, information sessions will take place on 16 September 2022 in Turkish and 20 September 2022 in English between 10:00-12:00 a.m. If you are interested in attending, kindly register for the sessions until 14 September 2022 by contacting the email address indicated below.

Before preparing these documents, please carefully review and consider the information provided in this guideline. Applicant organisations should use the templates attached. If you require further technical support, please contact us via email at clip.info@giz.de. The communication can be done in Turkish, Arabic and English.

Process of Selection

GIZ will evaluate and approve concept note applications through a committee consisting of GIZ employees from the field. The projects of the shortlisted applicants will be briefly reviewed by the CLIP 2 steering committee which also includes relevant public stakeholders and donor organizations. Please keep in mind that a limited number of applications will be supported through this open call. The selected partners to be contracted will be expected to submit a more comprehensive project proposal, budget, logical framework and other relevant documents upon the request of GIZ. In preparation of these documents, the partner organisations will receive technical support from GIZ.



Timeline:

- Announcement of call: **5 September 2022**
- Deadline for the submission of applications: **5 October 2022**
- Info session in Turkish: **16 September 2022**
- Info session in English: **20 September 2022**
- Announcement of the results of the preselection: **24 October 2022**
- Announcement of partners to be contracted: **16 November 2022**

Annexes

Annex 1: Concept Note Template, **Annex 2.a:** Budget Template, **Annex 2.b:** Budget Instructions for Local Initiatives, **Annex 3:** Logframe Template, **Annex 4:** Organisational Capability Statement Template.

Contact information/ Helpdesk

clip.info@giz.de

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