**Economic Inclusion, Social Cohesion and Job Creation**

RFP reference number: SGA-22-05

|  | **Applicant Information**  |
| --- | --- |
| 1. | Legal name of the applicant in Turkish and English (If applicable) |  |
| 2. | Address(Street, city, province, country) |  |
| 3. | Website  |  |
| 4. | Status and registration (Type of entity registration, such as non-profit organization, non-profit company, for-profit organization, higher education institution etc.)  |  |
| 5. | Legal registration number of Applicant organization in Türkiye |  |
| 6. | Year organization was founded |  |
| 7. | Applicant organization’s Unique Entity Identity Identifier (UEI) (if available at the time of application. If not, applicants should provide confirmation that they have applied for a UEI. |  |
| 8. | Primary headquarters point of contact and title |  |
| 9. | E-mail address of primacy contact person |  |
| 10. | Name and title of contact person for this action |  |
| 11. | E-mail address of contact person  |  |
| 12. | Phone number of contact person  |  |
| 13. | Date of proposal submission |  |

**SECTION I. Applicant background and past performance (max 1 page)**

* Organization Background:
* A description of past and present projects that are similar to the proposed activities to outline the expertise of the applicant organization in implementing the activities:

**SECTION II. Implementation approach and methodology (max 5 pages)**

Outline the proposed activities:

Which thematic areas do the proposed activities relate to? Outline the reasons for selecting the areas and activities, in terms of importance and gaps they address.

Outline how the proposed activities relate to Building Markets’ objectives (provided in the call), and which of the three priorities they address:

Outline the objectives of the proposed activities:

Outline the main indicators (outputs, outcomes, and impact) and explain the intervention logic and how the activities will lead to the outputs, then the outcome(s) and finally the expected impact:

Define the target groups and final beneficiaries, their needs and constraints, and outline how the activities will address these needs:

Provide and explain any particular added-value items, preferably with reference to Building Markets’ objectives and the priorities provided in the call:

Outline the implementation plan and methodology:

**SECTION III. Monitoring evaluation accountability and learning plan (max 1 page)**

Outline how you plan to measure and evaluate the activities’ indicators and monitor the progress throughout the timeframe of the grant:

**SECTION IV. Time frame for complete delivery of the proposed activities (max 1 page)**

**SECTION V. Risk assessment and mitigation (max 1 page)**

**SECTION VI. Project Team: please provide names and roles of key personnel who will be involved in the proposed project implementation and their experience/qualifications**

**SECTION VII. References:**

Please provide three references and outline the nature of work you implemented with them and its relevance to the scope of this call.

**SECTION VII. Financial Budget:**

Please use the excel template provided as an attachment and provide costing details for the proposed project budget. Please add the final budget on this page and submit it as an Excel document with the formulas along with this proposal.

*Notes:*
If your company is a VAT registered company then please add the VAT where applicable.

All costs should be provided in United States Dollars only.

**SECTION VIII. Declaration:**

The applicant organization, represented by the undersigned, being the authorized signatory of the applicant, in the context of the present request for proposals, hereby declares their approval and eligibility to comply with the following legislations, standard terms and conditions:

1. Applicant organizations must request a Unique Entity Identity Identifier (UEI) in the System for Award Management (SAM.gov) of the US Government. For more information, please visit the following sites, prior to submitting a proposal to Building Markets:

i.[https://www.gsa.gov/about-us/organization/federal-acquisition-service/office-of-systems-management/integrated-award-environment-iae/iae-systems-information-kit/unique-entity-identifier-update](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gsa.gov%2Fabout-us%2Forganization%2Ffederal-acquisition-service%2Foffice-of-systems-management%2Fintegrated-award-environment-iae%2Fiae-systems-information-kit%2Funique-entity-identifier-update&data=05%7C01%7CKoubaJG%40state.gov%7Cbf1d18eb2b1142dbd0b608da63db2b2a%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C1%7C637932090286085677%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000%7C%7C%7C&sdata=RLw1JP7QwMmkaEqtBYvas1Gg5xgiD68qmw1NPOuqhZg%3D&reserved=0)

ii.[https://www.fsd.gov/gsafsd\_sp?id=kb\_article\_view&sysparm\_article=KB0046482&sys\_kb\_id=6b8149b2db2e7c10060d5425f39619a8&spa=1](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.fsd.gov%2Fgsafsd_sp%3Fid%3Dkb_article_view%26sysparm_article%3DKB0046482%26sys_kb_id%3D6b8149b2db2e7c10060d5425f39619a8%26spa%3D1&data=05%7C01%7CKoubaJG%40state.gov%7Cbf1d18eb2b1142dbd0b608da63db2b2a%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C1%7C637932090286085677%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000%7C%7C%7C&sdata=YuA4nIeUORzOk6PYJwHkItBnQw3nDsW6lSNBMlATV80%3D&reserved=0). Please note that no agreement can be issued without a UEI.

iii.[https://www.fsd.gov/sys\_attachment.do?sys\_id=ebaa950d1b6a7850fe314000f54bcb94](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.fsd.gov%2Fsys_attachment.do%3Fsys_id%3Debaa950d1b6a7850fe314000f54bcb94&data=05%7C01%7CKoubaJG%40state.gov%7Cbf1d18eb2b1142dbd0b608da63db2b2a%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C1%7C637932090286085677%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000%7C%7C%7C&sdata=3OZsRZbn0Hyp4vwjUxfRSjOR6NrGHTEvug6n5LARIVY%3D&reserved=0)

1. In addition to compliance with Turkish regulations, applicant organizations must comply with relevant statutes of the US Code of Federal Regulations.
2. United States [2 CFR Part 200](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200) (<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>) (Code of Federal Regulations)
3. United States (<https://www.ecfr.gov/current/title-2/subtitle-B/chapter-VI/part-600>) (Code of Federal Regulations)
4. U.S. Department of State [Standard Terms and Conditions](https://www.state.gov/about-us-office-of-the-procurement-executive/) ([https://www.state.gov/about-us-office-of-the-procurement-executive](https://www.state.gov/about-us-office-of-the-procurement-executive/))
5. U.S. Department of State Bureau of Population Refugees and Migration [General NGO Guidelines](https://www.state.gov/funding-opportunities/general-ngo-guidelines/) (<https://www.state.gov/funding-opportunities/general-ngo-guidelines/>)
6. The applicant organizations must 1) comply with Executive Order 13224 barring transactions with entities that commit, threaten to commit, or support terrorism. The U.S. Department of Treasury maintains a list of identified prohibited entities at [www.treas.gov/ofac](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.treas.gov%2Fofac&data=04%7C01%7CKoubaJG%40state.gov%7C346afffa667649dedbd408d9df5cbcba%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C0%7C637786411676950671%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=q1UoWWmQ5N6UjgBV2AmnQrf3PBHFx4lW8iirv1NfOUo%3D&reserved=0); 2) conduct any funded program activities in accordance with Building Markets Code of Conduct, and codes regarding protection from sexual exploitation and abuse in humanitarian crisis; 3) comply with 2 CFR 200.113 by disclosing, in a timely manner, in writing, all allegations or violations of Federal criminal law involving fraud, bribery, illegal gratuities and allegations of sexual exploitation and abuse potentially affecting the Federal award; and 4) together with Building Markets, ensure that design, implementation, and evaluation of program activities meet [Sphere standards](https://spherestandards.org).

Name of the organization’s staff submitting the proposal:

Position:

Signature: