**Social Action and Mobilization for Prevention of Radicalization and Extremism through Enhanced and Targeted Interventions**

**(SAMPREETI)**

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**Guideline for Applicants**

Manusher Jonno Foundation (MJF)

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**1. INTRODUCTION**

Manusher Jonno Foundation (MJF) is a national non-governmental organisation that promotes human rights and good governance through funding, policy advocacy and capacity building of NGOs and CSOs. MJF dreams for a world free from poverty, exploitation and discrimination where people live in dignity and human security through promotion of human rights and governance through partnership with different stakeholders including duty bearers to ensure dignity and well-being of all people, especially the marginalized.

**2. WHAT IS SAMPREETI**

**Social Action and Mobilization for Prevention of Radicalization and Extremism through Enhanced and Targeted Interventions** (SAMPREETI) is one of the projects of MJF which promotes innovative ideas and actions for prevention of radicalization and violent extremism (PVE) issue. This project will contribute to the main program of MJF in the thematic area of **Youth and Social Cohesion**. SAMPREETI is supported by the Global Community Engagement and Resilience Fund (GCERF). GCERF is a unique global effort to support local, community-level initiatives aimed at strengthening resilience against violent extremist agendas.

**3. PURPOSE OF THIS CALL**

This Guideline has been prepared to provide relevant and specific instructions to those who are interested to apply for grants under **SAMPREETI** project. This fund is open for any registered or non-registered organization/ group/ institute/ club/ media house etc. who are aiming to work with graduation level (After HSC level) students studying in any public, private or religious institutions and also with their affiliates, parents, teachers, institution management committee etc.

The purpose of this Call is to announce the availability of funding from SAMPREETI in Bangladesh (greater Dhaka region) and to solicit Expression of Interest from potential applicants **to explore some innovative ideas, models or proposals that contribute to the prevention of radicalization and violent extremism**.

**4. ELIGIBILITY CRITERIA**

A Grantee will receive funding from SAMPREETI. A Grantee may be:

* Any registered or non-registered organization such as local NGOs, CSOs, CBOs, Media House, Cultural or Theatre Group/ Club, Institute or associated institutions such as Youth Group/Debating Society/ Film Society/ Tourist Society/ Photographic Society/ Journalist Association/ Model United Nations Association/ Cultural Club/ Games and Sports Club/ Computer Club/ Social Service Club/ Writers’ Forum/ Business and Economic Forum/ Rover Scout etc.
* The duration of the proposed work (project) will be for maximum of six (6) months.
* The proposed work can be one- off event or series of activities.
* The grant size will be BDT 500000 to 8000000.
* It is necessary to have registration or at least a Constitution/ MoU/ Resolution for any non-registered or non- affiliated group/ institute/ organization.
* Proposed work should be limited to six districts of greater Dhaka region (Gazipur, Narayangonj, Munshigonj, Manikgonj, Narsingdi and Dhaka).
* **Proposed work will focus on graduation level (After HSC level) students studying in any public, private or religious institutions and also with their affiliates, parents, teachers, and institution management committee etc.**
* **Proposed work must have alignment with the prevention of radicalization and violent extremism.**
* Applicant must be Bangladeshi National and legally able to enter into grant agreements with NGO work.

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| Madrasa based interventions, Faith based/ Religious institutions, Social Media and ICT focused Organization, TV Channels, Radio, Musical Group, Band, Dance Group, Psychosocial Counseling Body etc. are highly encouraged to apply.Applicants are particularly encouraged to focus their activities on **Pluralism/ Religious Diversity/ Strengthening the ability of female to be vocal on PVE issue in community (Such as Volunteer, Speaker, Club Member etc. but not limited to)/ Awareness Raising among parents on PVE and their expectation towards children/Bangladeshi cultural values and revival of Bangladeshi culture/ Strengthening the capacity of youths so that their voices are heard and they can represent their own interest (As like Change agent, Ombudsperson, Motivational Speaker etc. but not limited to).**  Coverage of area and institutions should be mentioned specifically in the given format **(available in attachment section- Annex B)*****Please Dhaka South City Corporation and Dhaka North City Corporation from your proposed working area.*** |

**Factors not eligible for funding:**

The common features for which a proposal will not be accepted are as follows:

* Proposed work/ Activities/ Initiatives undertaken by an **individual**.
* Participation or engagement of the applicant in partisan politics.
* Applicant shall not be engaged in any personal or professional activity which conflicts or could conflict with any of their obligations in relation to the proposed project.

**5. GRANT AMOUNT**

SAMPREETI will offer approximately 20-40 grants and duration of the proposed work will be maximum of six (6) months. The grant size will be-

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| **Small** | From BDT 5, 00, 000 to BDT 15, 00, 000 |
| **Medium** | From BDT 15, 00, 001 to BDT 30, 00, 000 |
| **Large** | From BDT 30, 00, 001 to BDT 80, 00, 000 |

**6. PROPOSAL SUBMISSION**

Potential applicant should submit proposal through email. **The Proposed work (Project Proposal) should be written in English using the EoI template.**

**Please note that one applicant can submit only one proposal.**

* All Proposals will be assessed by a qualified professional team. This is a competitive process and strict confidentiality and neutrality will be maintained.
* MJF encourages applicants to write proposal by themselves.
* Proposals should not exceed 15 pages (excluding annexes) with font size of 12.
* Any kind of persuasion regarding proposal development and approval will be treated as disqualification.

Submission of full proposal does not assure awarding a grant. It is anticipated that MJF will receive a good number of proposals that it can support. Only the best proposals, ideas or models having relevance to SAMPREETI will be successful for funding through competitive programmatic and financial assessment.

Please submit your completed Expression of Interest form to  sampreeti@manusher.org by **28 October, 2018**. The email should imperatively have **‘EoI-SAMPREETI (3rd Call)’** in the subject line along with a forwarding letter.

Receipt of all Expression of Interest Form will be acknowledged within 48 hours of submission.

For any further clarification you may contact  sampreeti@manusher.org

**7. PROCESS FOR APPROVING PROPOSAL**

* Appraisal team will review proposals by using standard assessment tools. The team will visit shortlisted organizations for validation of information given in the Proposal and applicant’s profile. They will also assess applicant’s credibility, capability, governance and financial management system.
* Appraisal team will present their findings to MJF, GCERF and AFP (Accelerated Funding Panel). Based on the recommendations of MJF and GCERF, AFP[[1]](#footnote-1) will select the Grantees and approve finally.
* Grants will be contacted in rolling basis up to December 2018 and onwards considering availability of fund and project need.
* Successful or unsuccessful applicants will be notified.

**8. ARRANGING GRANTS**

Before signing of the grant agreement, it will be shared and discussed with the grant awardees. Grantees do not have to seek NGOAB approval individually.

**9. FINANCIAL MANAGEMENT AND BUDGET**

**Financial Management and Control Effectiveness**

Applicants are required to have transparent and effective financial management system. **Those who does not have any formal financial management system they will be provided guidance by MJF.** The Applicant is requested to describe the following in the project proposal:

* Role and responsibility of applicant to ensure effective and transparent financial management (if any)
* Detail information of bank account with mentioning signatory panel (if any)
* Please mention if any accounting software is used by your organization
* Provide a list of approved polices (Procurement, Financial Manual, HR Manual etc.) (if any)
* External and internal audit or financial review system of the applicant (if any)
* Mention, what system/ policy the applicant maintains to address financial irregularities and risk mitigation process (if any)

**Applicant are encouraged to apply who does not have above mentioned financial management and control system but a narrative plan and procedures is required how the applicant will manage the financial control system.**

**10. BUDGET**

The budget should be realistic and reasonable in providing the best possible estimates of costs and expenses for implementing the project and achieving expected results. The applicant is requested to submit the budget of proposed work in the given Budget Template **(available in attachment section- Annex A).**

Cost will be provided to **‘Honorarium/ Fees/ partial Salary & other Administrative Cost’** and **‘Programmatic Activities’** clearly specified in the project budget template. It is mentionable that **‘Honorarium/ Fees/ partial Salary & other Administrative Cost’** will be treated as **Shared Cost** and not more than 10% for Small Grant Size, 8% for Medium Grant Size and **6% for Large Grant Size of total budget**.Successful applicant’s budget will be negotiated and fixed before signing the grant agreement.

The following costs are not eligible to incorporate in project budget:

* Staff recruitment and full time staff payment.
* Associated with physical infrastructure
* Commercial insurance premium to cover loss, steal, damage or destruction of assets
* Insurance premium intended to cover medical expenses, injury or disablement and death
* International travel
* Payment for any compensation
* To replace or refund any fund lost to theft or other misuse

**11.** **OTHER IMPORTANT INFORMATION**

MJF and GCERF do not charge applicants any fee at any stage in the application process. At the same time, MJF and GCERF do not accept any responsibility for any financial costs associated with an applicant’s preparation of this Expression of Interest.

SAMPREETI reserves the right to cancel or amend the Call for Expressions of Interest from Grantees at any time throughout the process. This includes, but is not limited to the amendment of the terms, deadlines, and eligibility criteria of the Call.

1. Accelerated Funding Panel is five members headed independent committee comprised of government, donor, cso, expert/ think tank on PVE issue and other representatives. [↑](#footnote-ref-1)