



Call for Expression of Interest
For Round Two of “FONDEMSAN” Funding
For “Intermediary” Civil Society Organisations Active in
the Fields of Sexual and Reproductive Health and Rights

TERMS OF REFERENCE

1. BACKGROUND AND RATIONALE

The West African Health Organisation (WAHO), a specialized health institution of the Economic Community of West African States (ECOWAS) has been mandated to provide the highest level of health care delivery to the population of the sub-region. Reproductive health features prominently in its 2016 - 2020 Strategic Plan. Indeed, in the 2016-2020 Strategic Plan, Programme 7 aims to promote mother, new born, child, adolescent, youth and elderly health in the ECOWAS region with the following specific objectives:

- Contribute to the reduction of maternal and neonatal morbidity and mortality;
- Contribute to the reduction of child morbidity and mortality;
- Promote adolescent and youth health;
- Promote elderly health.

As part of its Strategic Plan, WAHO, with the support of financial and technical partners, is implementing several projects aimed at improving the health of the people in the ECOWAS region with a strong focus on reproductive health by exploring several avenues of interventions to boost the demand and use of health services. The emergence of a vibrant civil society capable of bringing about change in the area of sexual and reproductive health and rights in the ECOWAS region is one of WAHO's objectives that led to the establishment of FONDEMSAN. The purpose of this fund is to support civil society social and political mobilization initiatives that have a significant impact on improving the sexual and reproductive health of adolescents and youth in the countries of the Economic Community of West African States (ECOWAS).

After a first phase entirely financed by the French Development Agency (AFD) and which involved three countries, namely Burkina Faso, Mali and Niger, FONDEMSAN has since received financial support from other donors, notably the Bill and Melinda Gates Foundation, for its second round of CSO financing in five French-speaking ECOWAS countries.

FONDEMSAN aims to finance meso-projects worth 256,000 euros over eighteen (18) months granted to consortia of civil society organizations (CSOs) whose lead would be an intermediary CSO to progressively cover five French-speaking countries whose sexual and reproductive health and rights (SRHR) indicators are particularly poor (Benin, Burkina Faso, Guinea, Mali, Niger) in the ECOWAS region.

This fund has a triple objective of:

- Fostering the emergence of innovative CSOs-led projects and complementary to the strengthening of service delivery;

- promoting collaboration between technical CSOs and youth and women's movements;
- Supporting the structuring of civil society in terms of reproductive health (RH) and more broadly in terms of SRHR.

2. OBJECTIVES

Overall objective: to improve reproductive health and reduce maternal morbidity and mortality rates in ECOWAS Member States.

Specific Objectives: FONDEMSAN will support initiatives that will have a significant impact on improving sexual and reproductive health of young people and adolescents through social and political mobilization actions.

The funded projects will help to address the following issues:

- Remove social and institutional environment related barriers to access by young people and adolescents to SRHR services;
- Strengthen and monitor the political and financial commitments of decision-makers (national and local) to SRHR for the youth and adolescents;
- Promote comprehensive sex education and strengthen its acceptance and implementation.

Each funded project will last eighteen (18) months.

3. ELIGIBILITY OF APPLICANTS

This call aims to identify a **consortium of national CSOs** interested in working in support of girls' SRHR.

Only a CSO that meets all of the criteria below may apply as lead partner of the consortium.

Meeting all of the criteria below does not constitute selection.

- Be a legally recognized civil society organization in Benin, Burkina Faso, Guinea, Mali, Niger;
- At least 5 years of experience in the field of SRHR;

- Effective participation in national institutional arrangements and membership of at least one thematic network related to SRHR;
- Ability to work in several regions of the country;
- Have evidence of community stakeholder participation in CSO activities;
- Have evidence of CSO involvement in community activities in the area of SRHR;
- Have an accountant or administrative and financial manager employed for more than 6 months who will be available to work on the FONDEMSAN project;
- Have annual financial statements certified or validated by the Board of Directors for the last three years (2017/2016/2015);
- Have an administrative and financial management capacity for meso-projects assessed according to detailed criteria (see Annex 1 for self-assessment of the eligibility of lead CSOs) and an average annual budget between 400,000 and 1.5 million euros over the last 3 years;
- Experience in managing multi-stakeholder projects.

Consortium Membership:

- The consortium must be composed of a minimum of **3 CSOs and a maximum of 4 CSOs**;
- The CSOs making up the consortium must be **complementary** and demonstrate the added value of their joint application;
- **International organizations may not be part of the consortium**, including members affiliated with the International Planned Parenthood Federation (IPPF) and other international NGOs incorporated at the national level.

4. CONTENT OF THE APPLICATION

1. A **self-assessment grid for administrative and financial eligibility** of the lead intermediary CSO (see “**Appendix 1**”)
2. A **duly completed summary table** showing the various members of the consortium (see “**Appendix 2**” and “**Appendix 3**”).
3. A letter of application spelling out the following points:
 - a. a **brief presentation of the consortium members' experience** with SRHR;

- b. the added value of the partnership between the consortium members and their **complementarity**;
 - c. Evidence of support from community stakeholders working with consortium members;
 - d. **a detailed analysis of the context and issues** in relation to the central issues of adolescent and youth SRHR identified above (see "[Appendix 4](#)");
 - e. **a detailed stakeholder analysis** on a central issue related to girls' SRHR identified above (see "[Appendix 5](#)");
 - f. **Proposal for social and political mobilization actions** that the future project may implement to address the SRHR issues identified above (see "[Appendix 6](#)").
- 4. **4. Proofs of incorporation** of all CSO members of the consortium
 - 5. Annual financial statements certified or validated by the Board of Directors for the last three years (2017/2016/2015).

5. PROCEDURE FOR SUBMISSION OF APPLICATIONS

The lead **CSO** will be selected according to the eligibility criteria listed above (point 3 of these TORs).

This call for expression of interest is published on WAHO website: www.wahooas.org; and the websites of partners such as AFD (<https://afd.dgmarket.com>), Ouaga Partnership, FP2020...

Complete applications (see point 4.) bearing in subject and/or on the envelope the mention "Application for Round Two of "FONDEMSAN" Fund" must be sent to WAHO secretariat by post or email (in a single email) to the address below not later than Thursday, June 6, 2019 (23:59 UT).

Director General
West African Health Organisation
175 Avenue Dr. Ouezzin Coulibaly
01 BP 153 Bobo-Dioulasso 01
Burkina Faso
Email: offres@wahooas.org

Deadline for Submission of Applications: Thursday, June 6, 2019 (23:59 UT)

6. SELECTION METHODOLOGY

5 projects in five (5) countries will be financed (Benin, Burkina, Guinea, Mali and Niger).

The selection committee composed of the Ministries of Health of countries involved, WAHO, AFD and a support organization, will process applications based on the following criteria (*Appendix 7*):

- Eligibility (see *Appendix 1* and below) ;
- Understanding the issue;
- Experience and added value of associations to address the issue;
- Complementarity of CSOs with each other;
- Local and institutional integration.

7. NEXT STEPS

The results of the pre-selection process will be shared with the beneficiary consortium not later than 15 May 2019.

An audit of compliance with the EOI and an administrative and financial diagnosis will be carried out with the consortium lead. Consortium's selection will be validated based on audit outcomes.

The selected consortia will then receive support from *Equilibres et populations* from the project set-up phase to its completion. This support will also include support for the organisational development of selected CSOs - including support for administrative and financial management.

Appendix 1

Self-assessment grid for eligibility of lead CSOs

Document type	Status (available/not available)*	Comments:
A list of SRHR/FP projects with donors and budget allocations over the last 5 years		
Proof of affiliation or membership of networks on a SRHR/FP theme		
Proof of Incorporation (certificate of registration) and the organization's articles of association		
Aggregated annual budgets of the structure over the last three years (2017/2016/2015)		
Annual financial statements certified or validated by the Board of Directors for the last three years (2017/2016/2015).		
An up-to-date procedures manual and/or a set of memos or other types of documents describing administrative and financial management procedures		
Employment contract + CV of the person in charge of accounting and financial management		
Organization chart of the structure (Board of Directors /Executive Director's Office / Technical Team)		
An external audit report during the 3 years preceding the application to the "FONDEMSAN" fund (2017/2016/2015)		

Appendix 2

Lead CSO INFORMATION SHEET

Full name	
Reference of the declaration of existence (attach receipt)	
Date of inception	
Head office address	
Website/Facebook page	
Contact person (title + contact details)	
Intervention areas	
Countries and regions of intervention	
TARGET GROUPS	
Composition of the technical/operational and administrative/financial team (attach CV of the technical and financial manager)	
Annual budget for the last 3 years	
Names of networks/coalitions (at local, national, regional or even international levels) of which the organisation is a member or partner	

Appendix 3

INFORMATION SHEET on CSO Partner in the consortia*

*Duplicate this table as many times as necessary depending on the number of organizations in the consortium.

Full name	
Reference of the declaration of existence (attach receipt)	
Date of inception	
Head office address	
Website/Facebook page	
Contact person (title + contact details)	
Intervention areas	
Countries and regions of intervention	
Target Groups	
Composition of the technical/operational and administrative/financial team (attach CV of the technical manager and financial manager)	
Nature and history of the partnership between the partner organization and the lead partner	
Role of the partner organization in the implementation of the project	
Added value of this partner within the consortium	

Appendix 4

Issues to be addressed by funded-projects:

- Remove social and institutional environment related barriers to young people's and adolescents' access to SRHR services;
- Strengthen and follow up on the political and financial commitments of decision-makers (national and local) to SRHR of the youth and adolescents;
- Promote comprehensive sex education and strengthen its acceptance and implementation.

DETAILED ANALYSIS OF THE BACKGROUND AND ISSUES RELATED TO GIRLS' SRHR

I. Justification of the relevance of the issues

CSOs will be required to: justify the relevance of the issues identified in their context

- **specify a key problem on which they would like to develop an intervention related to the issues identified.**

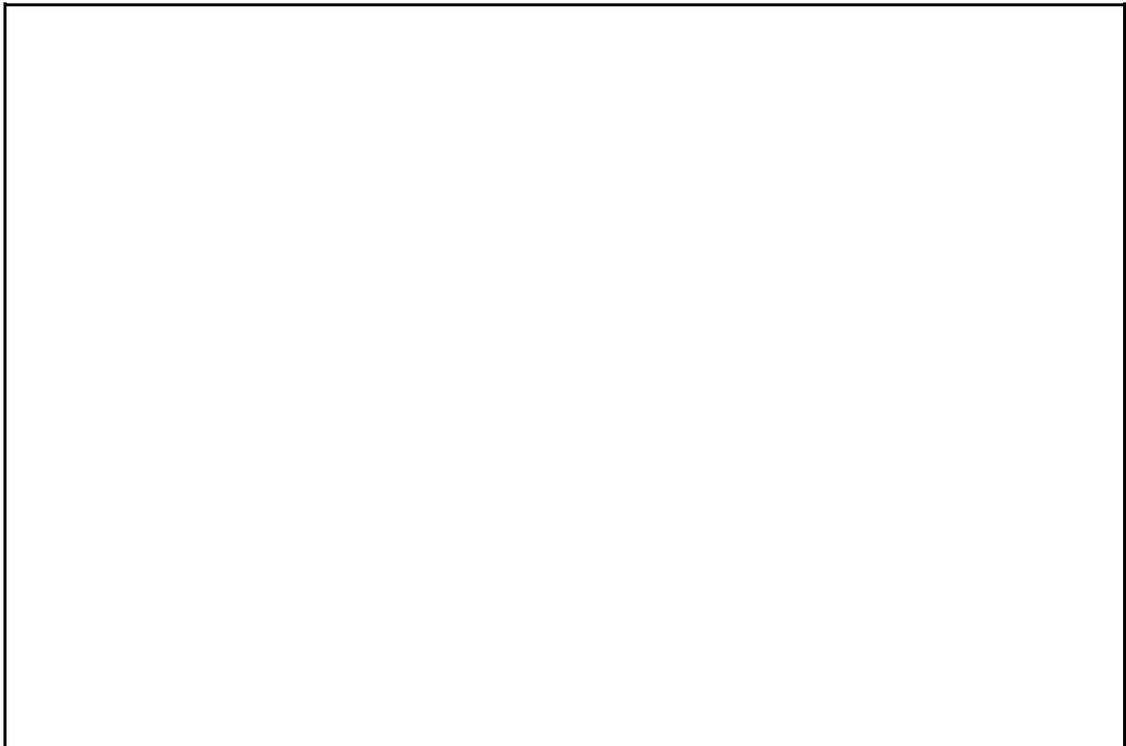
(Why this key problem was chosen? Why is this relevant in the current context? The added value of the consortium by working on it? What opportunities for action at national level in 2019-2021? etc).

Max 500 words. Do not hesitate to use a "list of key points" format (Bullet points)

II. Detailed analysis of the context in relation to the identified key problem

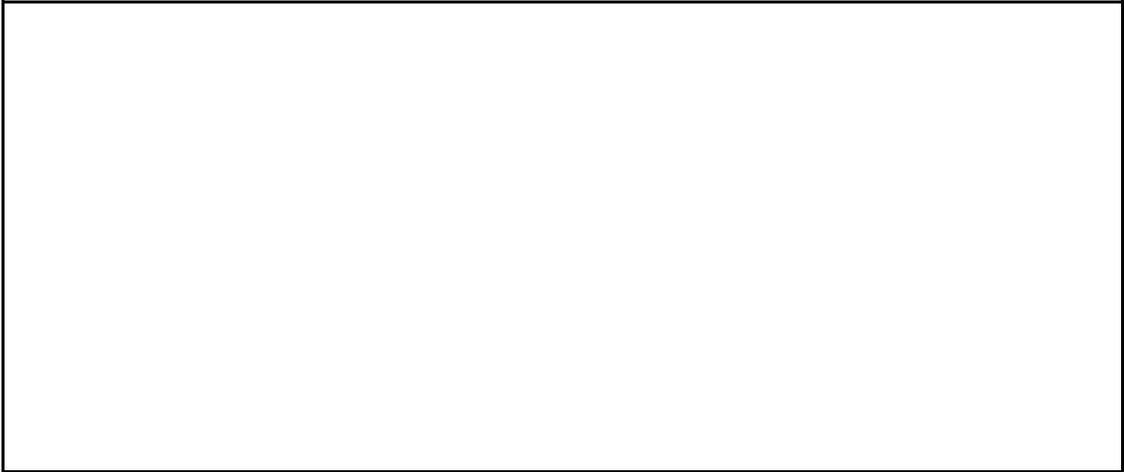
A. Recent data

What are the latest qualitative or quantitative data related to the issue? (based on the latest DHS or MICS surveys) in the country?



B. National legislative framework on the key issue

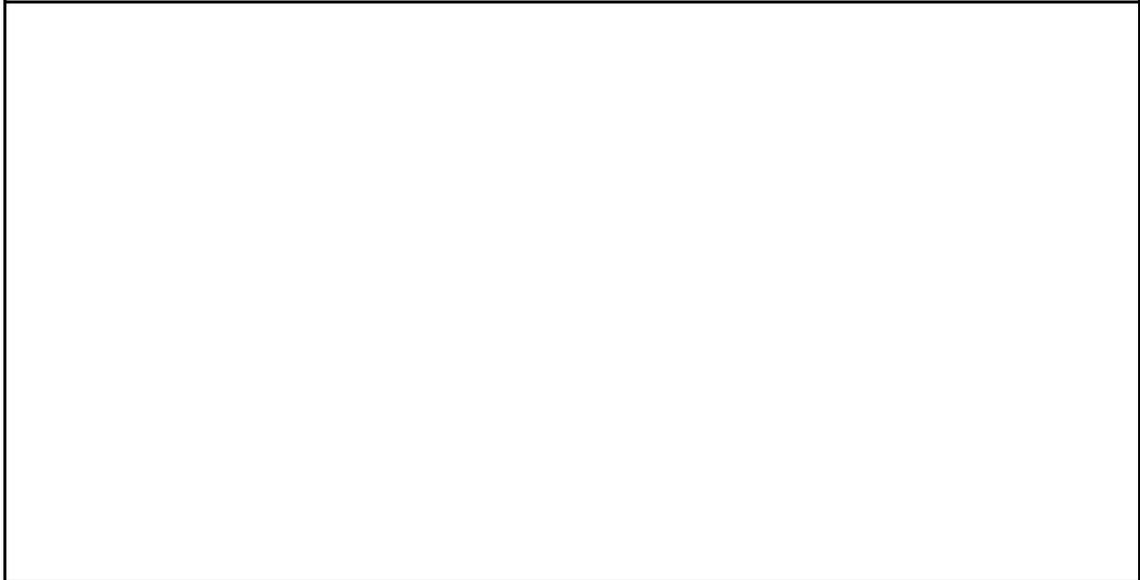
CSOs are required, for example, to identify key provisions in national laws that directly or indirectly address the key issue. For example, issues of age for access to RH/FP services, consent, abortion, legal age of marriage, access to emergency contraception, traditional practices harmful to women's health (FGM/C). International conventions ratified by the State, Law/Decree/Edict on SRHR, on sexual harassment, school pregnancies, violence against women...



C. Commitments (international, regional, national) of the State to SRHRAY related to the key issue

**It is advisable to take a thorough stock of commitments (political, financial and programmatic) - identifying who said what, when and how this is reflected in texts, programmes, actions, etc. - at these different levels:
=> International (e.g. commitments at the 2020 Family Planning summit in 2017) Ouagadougou Partnership, FP 2020 Action Plan)
=> National (e.g. general policy statement by the President or Head of Government)**





D. National strategies, programmes, action plans related to the key issue

Having a clear vision of this component will support the mapping of existing initiatives and opportunities for the new project; it has the advantage of ensuring the development of a project that is "complementary" to other initiatives underway in the country. Thus, CSOs are required to review the main national strategies, action plans and programmes underway in the country and provide a brief overview of them in relation to the key issue. For example, the following strategies/plans (not exhaustive) may be useful:

- National multisectoral SRH strategies for adolescents and youth;
- National strategy for early pregnancy management;
- National Youth Policy, Youth Strategy,
- National Plan of Action and Budget for Family Planning (PANB PF),
- National Action Plan on Gender and Women's Empowerment
- Etc.

Heading	Period Covered	Organisation/structure in charge	Points of consideration related to the key issue	Comments

Appendix 5

PROJECTS AND STRUCTURES (CSO/NETWORKS) ACTIVE ON SRHRAY AND IN PARTICULAR IN RELATION TO THE KEY ISSUE

This mapping of existing CSO projects and networks is intended to support brainstorming on the development of an innovative project/complementary to existing initiatives.

CSO NETWORKS	STRUCTURES or	Adolescents and youth SRHR Project related to the key issue

Appendix 6

PROPOSED SOCIAL AND POLITICAL MOBILIZATION ACTIONS TO ADDRESS THE KEY ISSUE

Reminder of definition:

Social mobilization aims to develop the capacities of citizens by “granting them freedom” of speech. It means involving people to encourage their participation in social changes promoting the status, rights, and enhanced living conditions of girls and women. It must stimulate debate and thus provide opportunities for citizens and their elected representatives to build a real dialogue. **Political mobilization, or advocacy**, consists in informing and engaging decision-makers and influential actors to co-construct an institutional and legal environment that is conducive to the theme. It must also allow decision-makers to make commitments and ensure the tracking of commitments made.

CSOs are required to propose some flagship actions combining social and political mobilization to address the key issue.

Max 500 words. Do not hesitate to use a "list of key points" format (Bullet points)

Appendix 7: Consortia Selection Grid

CSO LEAD PARTNER CRITERIA	
Administrative criteria (12 pts)	
1	Dossier completeness: The application letter; A complete presentation note on the organisation; A self-assessment grid of eligibility of the intermediary lead CSO; A brief table of presentation of the consortium partners (3 pts: NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
2	Statutory eligibility (legally recognized national CSO) - (3 pts: NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
3	A capacity for administrative and financial management of meso-projects (3 pts: NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
4	An average annual budget over the last 3 years exceeding 150 000 Euros (3 pts: NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
Technical criteria (21 pts)	
5	At least 5 years' experience in the field of SRHR (3 pts: NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
6	Understanding the issue of SRHR in country, especially for young people and adolescents (3 pts: NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
7	Comparative advantage of the consortium (complementarity of CSOs) (3 pts: NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
8	Local and institutional integration through effective participation in national institutional arrangements and membership of at least 1 thematic network (3 pts : NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
9	Context analysis and presentation of windows of opportunity in terms of social and political mobilization in the target country, in particular for girls' SRHR; (3 pts : NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
10	Ability to intervene in several regions of the country (3 pts: NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
11	Experience in managing multi-actor projects (3 pts : NP= 0 pt, PP= 1pt - P = 2 pts - T P = 3 pts)
TOTAL Points	