



Request for Applications (RFA) #WEI-12-01 *Pamoja Tuwalee* **Program for MVC**

Tanga Region: Pangani, Handeni, Korogwe Town,
Arusha Region: Ngorongoro, Karatu

Date of Issue: 17th November 2011
Due Date for Applications: 12th December 2011

Applications Shall Be Addressed To:

The Chief of Party, World Education Inc.
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Issued by: WEI

Pamoja Tuwalee is supported by the President's Emergency Plan for AIDS Relief (PEPFAR) through the United States Agency for International Development (USAID). The project contributes to the Government of Tanzania's National Costed Plan of Action for Most Vulnerable Children and is implemented by WEI in the Northern Zone.

ACRONYMS

CBO	Community – based Organization
CMAC	Council Multisectoral AIDS Committees
DSW	Department of Social Welfare
FBO	Faith-based Organization
GoT	Government of Tanzania
MCAT	Management Capacity Assessment Tool
MVC	Most Vulnerable Children
MVCC	Most Vulnerable Children Committees
NGO	Non-Government Organization
NCPA	National Costed Plan of Action
MVC	Most Vulnerable Children
PEPFAR	President's Emergency Plan for HIV/AIDS Relief
RFA	Request for Application
UNAIDS	United Nations Program on HIV/AIDS
USAID	United States Agency for International Development
USG	United States Government
WHO	World Health Organization

Table of Contents

I. Purpose.....	4
II. Program Overview.....	6
III. Provision of Services to MVCs in Partnership with LGAs and MVCCs.....	8
IV. Monitoring and Evaluation	10
V. The Application Process.....	10

RFA # WEI-12-01

Pamoja Tuwalee Program for MVC

The HIV/AIDS epidemic continues to threaten the well-being of Tanzania's children. Within the context of the HIV/AIDS pandemic in Tanzania there exists an opportunity to increase support to these most vulnerable children (MVC) and to improve children's access to services. The Government of Tanzania recognizes their difficult circumstances and is taking steps to respond to their needs. Through the National Costed Plan of Action for Most Vulnerable Children (CNPA), the government has identified intervention strategies that will have a direct impact on the lives and welfare of MVC.

It is expected that all activities carried out through this RFA will reflect a strong partnership with Local Government Authorities (LGAs) in the implementation of the National Costed Plan of Action for MVC Care and Support (NCPA) and the National Guidelines for Improving Quality of Care, Support and Protection for Most Vulnerable Children in Tanzania. *Pamoja Tuwalee* is committed to expanding innovative, comprehensive, community-based, sustainable, gender-sensitive, child-centered, and cost-effective services that meet national quality standards for MVC support and care by building the technical and management capacity of LGAs and civil society organizations.

I. Purpose

This RFA is being distributed by World Education Inc./Bantwana's *Pamoja Tuwalee* Program which supports the Government of Tanzania in rolling out the National Costed Plan of Action for MVC in the Northern Zone. The *Pamoja Tuwalee* Program began in June 2010 as a five year program funded by the President's Emergency Plan for AIDS Relief (PEPFAR) under the PEPFAR 2 Guidelines. For the purposes of this program, PEPFAR 2 guidelines include focusing on community-based, sustainable services, as opposed to procurement and distribution; a comprehensive approach that includes provision of core services¹; focus on Monitoring and Evaluation (M&E).

This RFA targets Pangani, Handeni, Korogwe Town, Ngorongoro, and Karatu. It is anticipated that one organization will be selected to work in each district; however WEI reserves the right to award multiple districts to NGOs with demonstrated capacity. Grants awarded under this RFA will focus on linking

¹ Core services include: health, education, economic strengthening, child protection, nutrition, legal support and shelter

with LGAs and MVCCs to provide core services to most vulnerable children (MVC) in line with the National Costed Plan of Action for MVC Care and Support (NCPA) and the National Guidelines for Improving Quality of Care, Support and Protection for Most Vulnerable Children in Tanzania.

Please read through this entire application before submitting a response. Incomplete applications or those that do not reflect the RFA guidelines will not be considered.

What type of organization are we looking to fund?

We are looking to fund national/regional NGOs and FBOs that:

- Have demonstrated experience in or commitment to innovative, community-based approaches to service provision
- Have been working in the targeted districts for at least one year (including having an active office in the district)
- Have been working with MVC for a minimum of two years
- Have reached at least 500 MVC to date
- Have experience managing multi-year grants of at least \$35,000 per year
- Have demonstrated expertise in one of the core service areas
- Have demonstrated experience in referrals and linkages to other service providers
- Have demonstrated commitment to or interest in using data for decision-making
- Are familiar with approaches and policies outlined in the National Costed Plan of Action

and who can demonstrate capacity in:

- Working effectively with MVCCs established under the National Costed Plan of Action (NCPA)
- Encouraging districts to update MVC identification
- Supporting districts to report and enter MVC data into the National Data Management System
- Supporting districts to use the data from the Data Management System for decision-making
- Working with LGAs and MVCCs to ensure provision of services in line with PEPFAR 2 guidelines and the National Costed Plan of Action
- Successfully advocating to LGAs to implement relevant circulars and policies regarding MVC care and support²

² The Law of the Child Act 2009; Child Development Policy 1996; National Strategy for Growth and Reduction of Poverty 2010 – 2015 (NSGRP II) Cluster 2; the New National Costed Plan of Action for MVC ;the reviewed Education & Training Policy (1995); the National Health Policy 2002; Guidelines for the Preparation of LGAs Medium Term Plans and Budgets 2010/2011 - 2012/2013; Primary School (Compulsory Enrolment and Attendance) Rules 2002; the Education (expulsion and exclusion of pupils from School) Regulations 2002; and the New Primary Education Development Plan (PEDP) 2007-2011.

- Mobilizing community support for MVC, including support from the private sector
- Developing and testing innovative approaches to service provision
- Interest in action research for improvements in quality service provision

WEI/Bantwana will not fund under this RFA:

- International NGOs
- Public International Organizations such as United Nations entities.
- Small NGOs who have not yet managed significant funds nor reached over 500 children through this RFA
- Costs associated with orphanages or other institutional care settings
- Capital investments in equipment or facilities
- Procurement and distribution services

What size are the grants we shall disburse?

Grants will range in value from total grants of \$20,000 to \$60,000 per district. WEI reserves the right to change the range in value of grants offered.

What is the funding period?

The funding period is subject to the availability of funds from USAID/PEPFAR. Pamoja Tuwalee funding is anticipated to continue until 2015. World Education Inc./Bantwana will fund initially for a period of 7 months. Anticipated funding will start in March 2012 through September 30, 2012. The 7-month grant will be renewable based on adequate performance of the partners based on a joint rapid organizational assessment that will be conducted biannually. If the partner does not meet minimum performance requirements the grant will not be renewed and the district will be rebid in a competitive RFA for the next year.

II. Program Overview

A. Program Objectives and Focus

Pamoja Tuwalee in the Northern Zone has three strategic objectives:

1. Increase access and utilization of comprehensive MVC services through community- supported initiatives
2. Strengthen the capacity of local community structures (MVCCs and CBOs) and LGAs to meet the needs of MVC
3. Increase community awareness and engagement, child participation and advocacy for social protection of MVC

Partners will work side-by-side with local (village/mtaa, ward, and district) governments at every juncture to promote smooth scale-up of essential services, improved quality of care and support, and leveraging of local resources from the central government agencies, local governments, civil society and the private

sector. Special emphasis will be placed on building the capacity of MVCCs and assisting LGAs in the provision of education, health and protection services for MVC.

Specifically, applicants to this RFA should:

- Work within the National Costed Plan of Action for MVC Care and Support (NCPA) and the National Guidelines for Improving Quality of Care, Support and Protection for Most Vulnerable Children in Tanzania
- Focus on providing services to children who were identified by MVCC and entered into the National Data Management System
- Provide services in line with PEPFAR 2 funding guidelines. For the purposes of this program, PEPFAR 2 guidelines include focusing on community-based, sustainable services, as opposed to procurement and distribution; a comprehensive approach that includes provision of core services³; focus on Monitoring and Evaluation (M&E)
- Make maximum use of community, government and civil society resources in providing that holistic support
- Involve children and young people as active participants and part of a positive response

Definitions

According to the National Costed Plan of Action, most vulnerable children (MVC) refers to:

- those living in child headed household
- those living in elderly-headed households with no adult from 20-59 years present
- those with one or both parents deceased
- those with disabilities
- those in rural areas: children with one surviving parent living in a house with poor quality roofing (grass and/or mud) and those with a disability living in similar poor conditions
- those in urban areas: children with one surviving parent living in a house with poor quality roofing (grass and/or mud) or with poor wall materials or without toilet facilities and those with a disability living in similar conditions

B. Guiding Principles

Strengthening coordination at the local and district levels

Pamoja Tuwalee embraces the efforts of national and local government authorities (LGAs) and of communities to serve MVC and is committed to the

³ Core services include: health, education, economic strengthening, child protection, nutrition, legal support and shelter

implementation of the National Costed Plan of Action. Most Vulnerable Children Committees (MVCCs) are critical in the provision of services and support to vulnerable households. ***All applicants are expected to explain how they will work closely with LGAs and MVCCs.***

Meaningful child participation

WEI/Bantwana regards MVC as key stakeholders. Applicants are required to explain how their program will ensure meaningful and active participation of the MVC to be served. The program should have creative strategies that will ensure that children are considered and involved as part of the program rather than as passive recipients of services. The aim is to ensure the voices of MVC are heard, taken into consideration, and that they are supported and encouraged to harness their talents and ideas, exercise their rights, and acknowledge their responsibilities.

Community involvement

Applicants should explain how they will involve the targeted communities in each aspect of the program. This participation can happen at many levels, from the individual to the organizational. A key aspect of stakeholder involvement will be the applicant's ability to collaborate with MVCCs, to engage communities, including traditional structures, in broad MVC child protection efforts and to provide essential services.

Sustainable and coordinated services

Activities funded under this application should as far as possible, be part of on-going initiatives aimed at reaching MVCs. Applicants should explain how their programs will encourage and foster linkages to existing services and programs targeting MVCs. Applicants must demonstrate their awareness and capacity to establish close coordination and collaboration with other individuals and organizations providing complementary services. These may include hospitals, clinics, schools, churches and other community-based services.

Gender sensitivity

All aspects of Pamoja Tuwalee should take into account the different needs of boys and girls, including the increased vulnerability of young girls.

III. Provision of Services to MVCs in Partnership with LGAs and MVCCs

Pamoja Tuwalee is funded under USAID PEPFAR Track II funding. PEPFAR Track II funding is moving away from procurement and distribution to a more sustainable development approach. As such applicants are expected to work in close collaboration with LGAs and MVCCs and propose MVC service provision under the following areas:

1. Child protection and psychosocial support

Working through MVCCs, LGAs and schools, *Pamoja Tuwalee* will support a range of child protection and psychosocial support services for MVC. Services may include but are not limited to:

- ✓ Reach MVC with meaningful child protection and psychosocial support services through active Child Rights Clubs in school and communities
- ✓ Assist schools to install and manage opinion boxes
- ✓ Work with RITA and MVCCs to ensure that all MVC have birth certificates
- ✓ Conduct training for MVCCs on child protection and psychosocial support
- ✓ Ensure follow up of all child protection and psychosocial support referrals

2. Economic strengthening

The project will support a range of economic strengthening initiatives targeting vulnerable households and MVC that may include but are not limited to:

- ✓ Targeted support for school poultry projects
- ✓ Targeted support for kitchen gardens
- ✓ Targeted support for school gardens
- ✓ Targeted support for SILC groups
- ✓ Targeted support for WORTH groups
- ✓ Targeted follow up for MVC in schools to link their caregivers with economic strengthening services

3. Health

The project will support a range of health activities at schools and in communities targeting vulnerable households and MVC that may include but are not limited to:

- ✓ Implement Multi-sector School Health Assessments
- ✓ Ensure health referrals are followed up for children identified in Multi-sector School Health Assessment
- ✓ Facilitate MVCCs to visit households for health referral follow-up
- ✓ Revitalize and support school health program
- ✓ Provide health education to children and other household members on environment cleanliness (eg. sewage and rubbish management, hygiene and sanitation, nutrition, clean and safe water).
- ✓ Refer, link and monitor HIV positive MVC to critical services
- ✓ Work closely with MVCC, DSWO/DCDO and DMO to ensure that all identified MVC receive health exemption card
- ✓ Establish and support Youth-friendly Corners⁴

⁴ Youth-friendly corners, housed in clinics, are designed to give vulnerable adolescents a safe, secure place to go to learn about HIV prevention, adolescent and reproductive health, negotiation and protection skills to prevent assault or abuse, and other topics relevant to their health and safety.

4. Food and nutrition

The project will support a range of food and nutrition services that may include but are not limited to:

- ✓ Organize learning visits to effective, household-level demonstration plots
- ✓ Follow up on all food and nutrition referrals
- ✓ Gather data on school feeding programs and engage the community to establish and support school feeding programs
- ✓ Monitor nutrition status of HIV positive MVC and make necessary linkages and referrals to critical services
- ✓ Implement NACS at community and MVC household level – referrals should be made to the available community health workers/village clinics
- ✓ Mobilize the community to support MVC households with food on an on-going basis where family members are too old or too young to manage themselves.
- ✓ Sensitize community members on nutrition and foods that are available and can be grown and prepared for family use, and on poor local nutrition practices.
- ✓ Facilitate MVC households to access knowledge, skills and advice on livestock keeping
- ✓ Facilitate regular and on-going advice and mentoring on food storage, preparation and food hygiene

IV. Monitoring and Evaluation

Monitoring and evaluation are essential to *Pamoja Tuwalee*. WEI/Bantwana will monitor and evaluate progress through the data all organizations under this RFA are expected to regularly submit to the National Data Management System. Recipients will be required to submit monthly and quarterly narrative, data and financial reports.

WEI/Bantwana puts particular emphasis on the quality of data collected and will conduct regular data verification exercises to ensure that the data reported is of the highest quality. Indicators will be identified through a more detailed monitoring and evaluation plan that will be developed in collaboration with successful applicants through this RFA.

V. The Application Process

1. WEI/Bantwana posted an advertisement of the RFA in the Citizen and Mwananchi newspapers and on its website on the following dates: 17th and 21st November 2011. RFA guidance and Application Form A are available on the WEI/Bantwana website: <http://www.bantwana.org/>

2. WEI Bantwana has scheduled a pre-bidders' meeting in each district to be held in collaboration with LGAs. **Applicants must assume all costs associated with attending the pre-bidders meeting. WEI/Bantwana will not reimburse applicants for travel, per diem or allowances of any kind related to attending the pre-bidders meeting.** Attendance at the pre-bidders meeting is recommended, but not obligatory. The dates, times and locations for the pre-bidders meeting are listed below.

Handeni at the Council venue – 29th November 2011

Pangani at the Council venue – 30th November 2011

KorogweTown at the council venue – 28th November 2011

Karatu at the council venue – 6th December 2011

Ngorongoro at the council venue – 5th December 2011

3. Completed and signed **Application Form A**, must be received by WEI/Bantwana in Arusha no later than close of business (5:00pm) on 12th December 2011. WEI/Bantwana will acknowledge receipt of the Form A submitted within one week. Late applications will not be reviewed.
4. WEI/Bantwana, in collaboration with District Authorities, will review **Form A**. Only organizations that meet the essential requirements outlined in the instructions for Form A will be invited to submit Application Form B. Applicants who meet essential requirements will be notified via email by December 20th. Those that fail to meet the essential requirements will be informed within a period of 21 days from the receipt of the original application.
5. Applicants that have been notified in writing by WEI that they are eligible to submit a full application should fill in **Application Form B** and submit to WEI/Bantwana by 5pm 19/01/2012.
6. Upon receiving **Application Form B**, WEI Bantwana will convene a technical review panel to review the Application Form B and score according to the criteria set and top applications selected
7. The top three scoring organizations in each district will participate in a pre-award assessment. During this process, all information contained within the two applications will require to be verified. The results of the pre-award assessment, in combination with the scoring on Application Form A and Form B, will determine which organization is selected to receive funding under this RFA.
8. The successful completion of the pre award phase, the short listed applications will be sent to USAID for final approval.

9. For organizations approved by USAID, WEI/Bantwana will draw up an agreement for proposed funding, initial funds transferred and deliverables required by the recipients of the funding.

DISCLAIMER: Distributing this guidance does not mean there is any commitment on the part of WEI/Bantwana or USAID to fund an applicant. WEI/Bantwana will not pay for any costs incurred in the submission of an application. **This means that WEI/Bantwana will not pay for transportation or any other costs associated with attending the pre-bidders meeting.** Furthermore, WEI/Bantwana Tanzania reserves the right to reject any and all applications, or to award a grant without further discussion or negotiations if it is considered to be in the best interests of WEI/Bantwana and USAID.

Applications shall be addressed to:

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