

## **Request for Applications (RFA) for Afghan NGOs and CSOs**

**Issuance Date:** 10/04/2023

**Closing Date:** 21/04/2023

**Closing Time:** 4:00 pm Kabul Time

### **Section 1: Proposal**

Afghanistan is facing an unprecedented humanitarian crisis, with conflict, economic decline, poverty, unemployment, and natural disasters affecting its people. NGOs and CSOs are the only sectors that provide essential services and support the employment of thousands of Afghans.

### **Section 2: Short Description of the Program**

The EU-funded SIDA program is intended to support Afghan NGOs and CSOs through capacity building and microgrant activities for 11 months to be implemented by AWEC in Afghanistan.

#### **The program will support the following:**

- Building the capacity of grassroots-level organizations (NGOs/CSOs) to meet donor funding qualifications and requirements.
- Selected qualified organizations (NGOs/CSOs) received microgrants to sustain their operation
- The program will support ten organizations, with 4 in Kabul, 2 in Herat, 2 in Nangarhar, and 2 in Balkh provinces. The organizations will be selected based on the following eligibility criteria.

### **Section 3: Eligibility Criteria**

To be eligible for the SIDA program, applicants must meet the following criteria:

- Women-led or women-focus organizations officially registered with the Government of Afghanistan (Ministry of Economy or Justice).
- Adhering to the law and regulations of Afghanistan and having no legal issues or disputes.
- Organizations are not debarred or backlisted by the donor or Afghan Government.

- Having a physical office and functioning.
- The organizations (NGOs/CSOs) must be 2 years old.

#### **Section 4: Application and Submission Instruction**

Applicants should submit the following documents:

- **Annex 1.**Application form as Annexure A
- **Annex 2.** Commitment Letter (on the organization letterhead, signed and stamped)
- Copy of registration
- Organization profile
- Staffing detail
- two endorsement letters from reputed national or international organizations.
- A Commitment letter (signed and stamped by the organization director showing their real interest and commitment till the end of the program).

#### **Application deadline:**

- For any questions or inquiries related to this RFA, please send an email to [inquiries.acrep@awec.info](mailto:inquiries.acrep@awec.info) no later than 18<sup>th</sup> April 2023
- Deadline for submitting applications is 4:00 pm Kabul time on 21 April 2023. Applications must be submitted by email to [rfa.aidi@awec.info](mailto:rfa.aidi@awec.info).
- Late applications: Late applications are marked as “late” and are ineligible for review or award. However, AWEC reserves the right to accept and include late applications in the review and award process when considered within the program’s best interest.
- Additional information:
  - Applicants are encouraged to submit their applications as early as possible.
  - Applicants are responsible for ensuring that their applications are complete and accurate.
  - Applicants are responsible for ensuring that their applications are submitted on time.
  - Applicants are responsible for ensuring their applications are in the required format.
  - Applicants are responsible for ensuring that the required attachments accompany their applications.

- Applicants must ensure their applications comply with all applicable laws and regulations.
  
- **Disclaimer:**
  - The EU-funded SIDA program is not a guarantee of funding.
  - The EU-funded SIDA program is competitive; only ten applications will be selected.
  - The EU-funded SIDA program is subject to change without notice.

### Annexure 1: Application Formation

<b>Organization Name</b>	
<b>Acronym</b>	
<b>Registration License No.</b>	
<b>Registration Date</b>	
<b>Registrant Entity</b>	
<b>Address:</b>	

1. Cover Letter
2. Organization Background
3. Capability Statement
4. Methodology

Describe your organization’s plan for 11 months of capacity building and implementation activities.

- i. Detail your organization on the commitment during the 1<sup>st</sup> phase of the capacity program and how your organization will ensure appropriate personnel having prior experience and education will be introduced for the capacity building program.
- ii. Ensuring your organization’s personnel capacity has been built and improved overall efficiency.
- iii. Demonstrate your capacity in designing, planning, and implementing activities and budgets.
- iv. Demonstrate your capacity in reporting.

5. Conclusion

## Annexure 2: Commitment Letter

**Date:**

**Subject:** Commitment Letter

I, [Your Name], as the Organization Director of [Your Organization Name], hereby commit to the following:

- My organization will fully participate in the program from start to finish.
- My organization will comply with all program requirements and deadlines.
- My organization will be liable for any costs incurred if we leave the program early or do not complete our commitments.
- My organization will use the microgrants received from the program to sustain our operations and build our capacity to meet donor funding qualifications and requirements.

I further understand that the program will provide training and technical assistance to the selected organizations to help them build their capacity to meet donor funding qualifications and requirements.

I also understand that the program will require the selected organizations to submit regular reports on their progress and activities.

I hereby commit to comply with all the conditions mentioned above and requirements.

Sincerely,

[Your Name]

[Authorized Person Title]

[Authorized Person Phone]

[Authorized Person Official Email]

[Your Signature]

[Stamped]