

EXPRESSION OF INTEREST
(Round IV)

Selection of Two In-Country Partners

Date of Publication: **23.11.2024**

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DISCLAIMER

Organisations who applied in the previous rounds are kindly requested not to submit applications for this call. Such submission will not be evaluated.

- HOPE'87 has launched 01 round of ICP selection so far through the publication of EOI and 2 successive rounds of partner selection through scouting. In total 8 ICPs have been selected out of 10. This EOI is being launched to select the remaining 2 ICPs from the districts of Haripur, Nowshera and/or Quetta only.
- The FAQs from the earlier launched EOI are also attached as Annex D for better understanding of the applicants.

Previously launched EOI details

The EOI for first round was advertised in June, 2024. HOPE'87 successfully selected 06 ICPs in the first round. Two ICPs were selected in round 2 that was carried out in August 2024 through scouting organizations based on data available on the Social Welfare Departments of Khyber Pakhtunkhwa and Baluchistan. Round 3 was specifically carried out for Quetta district in September -October 2024 but no organisation was selected.

1. Background:

Hundreds of Original Projects for Employment - HOPE'87 is an Austrian organisation duly registered with the Ministry of Interior to operate and work in Pakistan. HOPE'87 has received funding support from the Ministry of Foreign Affairs, Government of Netherlands under the *Migration and Displacement Grant Policy Framework 2023 – 2028*. The awarded project **BeST: Beyond Survival – Transforming the power of Communities** has been selected under the *Prospects for refugees and host communities* objectives for funding. HOPE'87 is referred to as the *Support Partner*.

HOPE'87 is seeking Expression of Interest (EOI) from locally registered grass root level non-profit organisations for selection as In-Country Partners (ICPs) for the project.

1.1. The problem.

Currently, the lion's share of the development cooperation budget for prospects for refugees and host communities and migration cooperation is spent through international and multilateral organisations. Although these organisations have the advantage of operating on a large scale, they are generally further removed from local contexts and knowledge than people from the communities themselves, such as migrants, refugees and host communities. Local organisations led and/or formed by people who are directly affected by the negative consequences of migration and displacement are usually more closely attuned to the needs of this target group. Nonetheless, several studies have shown that local actors are rarely in the lead when it comes to charting the course of response and decision-making on the requirements for lasting solutions. As a result, the voices of those most affected are not heard sufficiently. Multilateral organisations occasionally consult and fund local actors through collaborative structures, but equitable partnerships are often lacking. In addition, local organisations face structural barriers in accessing funds to provide direct services to this target group, diminishing the effectiveness of support to those most affected by migration and displacement.

1.2. The solution.

The action will simultaneously help break this pattern and reinforce the ownership and independence of local actors (*in-country* partners) and support activities in the field of prospects for refugees and host communities. The in-country partners and organisations led by refugees and migrants can play a major role in this regard, serving as an important lynchpin between migrant and refugee communities on the one hand, and local communities, (inter)national authorities, and (inter)national aid actors on the other. Not only can they enable the voices of refugees and migrants being heard, they can also provide high-quality context analysis owing to their direct involvement and field knowledge and in some cases can act more quickly, flexibly and effectively.

The action affirms the importance of localization as a process of recognition, respect and reinforcing independent leadership and decision-making by local actors in development-oriented actions.

1.3. Project strategy:

The proposed intervention is A. Capacity building of in-country partners and B. Direct funding of in country partners. This intertwined approach reinforces the ownership and independence of local actors, in- country partners and support activities in the field of prospects for refugees and host communities in Pakistan.

A) Capacity Building of in-country partners:

This involves training, shadowing, mentoring and supporting the grass-roots local organizations to effectively manage projects and resources on their own – it's about empowerment and self-sustainability, and

B) Direct Funding:

Providing financial resources directly to these grass-roots local organizations allowing them greater control over their projects aligned to their visions and missions while reducing dependency on foreign funding and personnel.

The in-country partners will also be involved in identification and selection of informal community structures (hereby referred to as youth and women collectives – YWCs) to build and reinforce the social capital and improved community engagement for accountability and transparency to the beneficiaries.

2. Objectives targeted by the action:

2.1. Prospects for refugees and host communities' objectives

HOPE'87 has been awarded the grant under the objective Prospects for refugees and host communities. HOPE'87 now seeks expression of interest from locally registered grass-roots level organisations in one or more of the following sectors only:

1. *Protection of refugees and internally displaced persons by in-country partners*

Sustainably improving the living conditions of refugees and displaced persons in Pakistan by providing access to basic human rights. This may include freedom of movement, access to basic socio-economic rights, improving access to legal documentation, access to justice and/or civil documents, and countering violence (including gender related violence), exploitation and discrimination.

2. *Access to education and training for displaced persons and host communities through in-country partners*

Sustainably improving the living conditions of refugee communities, vulnerable members of host communities and displaced person in Pakistan by providing them direct access to education and training (regular education, after – school activities, skills training, vocational training and tertiary education), to develop skills that will enhance their opportunities on the labor market.

3. *Promoting economic development and job opportunities through in-country partners*

Sustainably improving the living conditions of refugee communities, vulnerable host communities and displaced persons in Pakistan by providing them with direct access to employment and/or support to engage in income-generating activities.

4. *Access to improved services, facilities and information systems for displaced persons and host communities*

Sustainably improving the living conditions of refugee communities, vulnerable host communities and displaced persons in Pakistan by providing access to improved services, facilities and information systems (=essential infrastructure). This may include access to improved safe drinking water systems, sanitation and/or waste management facilities, housing and digital information facilities and systems.

3. Key activities of project:

The starting point for the project **BeST: Beyond Survival – Transforming the power of Communities** is locally led development. Therefore, the proposed approach focuses on reinforcing and empowering in-country partners who carry out prospects for refugees and host communities independently of the support partner. The strategy is aimed at sustainable reinforcement and empowerment of in-country partners.

This approach reinforces the ownership and independence of local actors in-country partners and support activities in the field of prospects for refugees and host communities in Pakistan.

A) Capacity strengthening of in-country partners:

Support partner provides guidance and advice to in-country partners in designing, establishing, deploying, implementing, managing, monitoring and evaluating activities linked to (one or more of) the objectives for prospects for refugees and host communities, based on the learning and support needs determined by in-country partners themselves.

In addition, support partners also facilitate knowledge sharing as part of this intervention strategy: in-country partners are put in touch with each other to learn from each other and enabled to connect with organisations, initiatives and processes at national, regional and international levels.

B) Direct funding of in-country partners:

Support partner offers a financial contribution to in-country partners to benefit locally-led initiatives aimed at (one or more of) the objectives for prospects for refugees and host communities mentioned in section 2.1 above.

The in-country partners will be engaged to identify the needs of the refugee communities they serve and work with. To this end the in-country partner CBOs will be encouraged to use the ABCD – Asset Based Community Development approach. The asset-based approaches enhance community power with evidence suggesting that an asset-based and citizen-led development approach can advance social capital, increasing the ability of people in communities to have three types of power: ‘power to’ (creating and participating in new forms of activities); ‘power with’ (fostering relationships and possibilities by collaborating with others); and, ‘power within’ (beginning to see their own capacity and self-worth). The language of assets generates shifts in how people see themselves and paves the way for people to work together – at first on issues and tasks they can organize themselves around – and then to take on initiatives that require the support of others such as NGOs, government, and the private sector. The ‘asset-based’ approach thus prioritizes existing capacities rather than focusing on gaps to be filled by external actors. Recognising that ABCD is a more sustainable but slow process the needs identification for the prospects for refugees and host communities will be a cyclic process over the life of the project. The needs identified in the areas of protection, education, economic development, and services will be updated annually through the ABCD process.

The needs based annual plans of action and ABB process will be basis for the direct funding of the in-country partners to deliver on their core missions.

4. Project phases and duration:

The project start date is 1st April 2024 for a total duration of 5 years.

4.1. Inception phase (completed on 30th September, 2024)

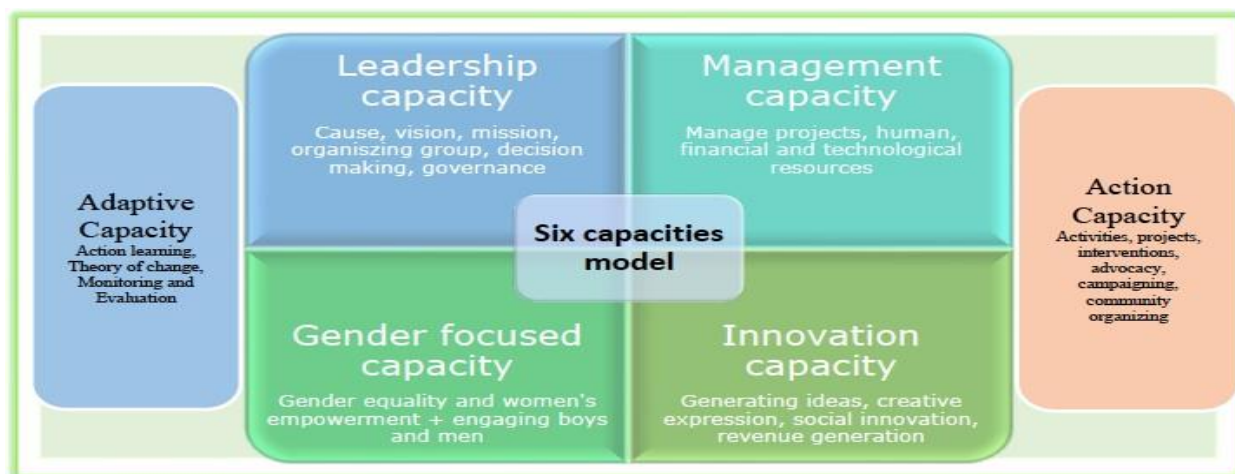
The first six months of the project were the inception phase. 08 ICPs have been selected during this period. A maximum of 10 locally registered grass roots level non-profit organisations (NPOs) were planned to be selected. During this phase the capacity strengthening needs assessments of the in-country partners and the community needs was assessed with active involvement and participation of the in-country partners and higher-level plans for the remaining project period were developed. This entire phase was a consultative iterative process.

4.2. Capacity building of in-country partners

The new partners selected through this round of EOI shall join the project from this stage.

The second half of the first year of project life focuses on first round of capacity strengthening, including but not limited to:

1. Leadership capacity
2. Management capacity
3. Gender focused capacity
4. Innovation capacity
5. Adaptive capacity
6. Action capacity



The capacity building will be an ongoing process through the remaining project life through refresher trainings, shadowing and mentoring of in-country partners.

The 2 newly selected ICP under this EOI will go through the same process of capacity building on above mentioned 6 capacities.

4.3. Direct funding of in-country partners

As the capacities for Leadership, sub-categories 'Visioning', 'defining aims and strategies' and 'strategic planning' are developed the strategic plans of the in-country partners will be available.

The in-country partners will be encouraged to define their annual plans of action based on the community needs, in line with the Management capacities gained. Making use of the Activity Based Budgeting (ABB), HOPE'87 will support the in-country partner organisations through the detailed process of determining the cost of activities needed to achieve the annual plans of action and using this information to create annual operating budgets. The needs based annual plans of action and ABB process will be basis for the direct funding of the in-country partners to deliver on their core missions starting in the year 2 of project life. Linking back to the

capacity strengthening of the in-country partners section, where using the Institutional Development Assessment IDA tool (AED 2011) the in-country partners have been categorised in four levels of organisations; 1) start-ups, 2) developing, 3) consolidating/ expanding and 4) functional. The following will be the maximum annual amount per in-country partner of direct funding of the in-country partners to deliver on their core missions starting from the year 2 of project life.

Sr.	Category	Amount per year (max) EURO
1	<u>Start-up</u> The organization is constructing its fundamental subsystems and functional elements	20,000
2	<u>Developing</u> The organization has already created its basic functional systems and aims to develop and expand them, while also expanding the scope of its activities.	40,000
3	<u>Consolidating/Expanding</u> The organization already has the potential and mechanisms enabling effective action, the organization is capable of and committed to improving its systems, thus increasing its sustainability	60,000
4	<u>Functional</u> All the organizational and management elements ensure the organization's sustainability and effectiveness.	60,000

The applicant organisations that fall in the 'Start-up' and/or 'Developing' categories will be selected as in-country partners. The proposed intervention is targeting that through the combined efforts of capacity building and the direct funding, the in-country partner organisations are able to improve at least two notches; example a start-up is at the level of at least a consolidating/expanding organisation by the end of intervention. As the ICPs capacities improve represented by the category, they will be eligible for the appropriate level of funding.

For example, as ICP is at start-up level in year 2 of project and improves to developing level by start of year 3. Then they will be eligible to receive up to maximum amount for developing category.

The proposed cap for all direct funding received by an ICP during the project is set at EUR 200,000. Thus, the total grant that is foreseen to be transferred to the 10 ICPs during the project life is set at EUR 2,000,000.

5. Planned target district:

The following three target districts have been selected for this round of ICPs selection for project implementation.

1. Nowshera
2. Haripur
3. Quetta

The in-country partners must have presence or past experience of working in at least one of these target districts from 01.07.2020 onwards in the sectors mentioned in section 2.1 above.

The final districts for project implementation will be chosen from the above-mentioned districts jointly with the selected in-country partners.

6. Who can apply:

6.1. Mandatory conditions.

IMPORTANT NOTICE:

If the answer to any of the questions below is NO, you do not qualify as an in-county partner. Please refrain from submitting the application. If your answer to all the mandatory questions is YES, proceed to the next sections

Threshold criteria concerning the in-country partner applicant:

The applicant organization is a not-for-profit organisation duly registered in Pakistan.	Yes	No
The applicant organization is a not-for-profit organisation not connected to a public authority either de facto or under its constitution, which serves a public interest and possesses legal personality under civil law, and which either was not established by a public authority or has become fully autonomous from the public authority that established it.	Yes	No
The application is being submitted by an independent applicant organization, not on behalf of a consortium.	Yes	No
Choose the option that applies. If both options are applicable, choose/tick both the boxes: <input type="checkbox"/> The applicant organization is working with and through people who are directly affected by the negative consequences of migration and displacement of Afghan refugees in Pakistan. OR <input type="checkbox"/> The applicant organization is led and/or formed by people who are directly affected by the negative consequences of migration and displacement of Afghan refugees in Pakistan.	Yes	No
In the 2020-2023 period on average at least 20% of the applicant organization's total annual funding (grants/donations/other sources) have come from local sources.	Yes	No
The applicant organization does not relate to: a) proselytism; b) commercial activities;	Yes	No
The applicant organization has past working experience in one or more of the following sectors (choose all that apply): <input type="checkbox"/> <i>Protection of refugees displaced persons</i> <input type="checkbox"/> <i>Access to education and training for displaced persons and host communities</i> <input type="checkbox"/> <i>Promoting economic development and job opportunities</i> <input type="checkbox"/> <i>Access to improved services, facilities and information systems</i>	Yes	No

Choose the option that applies: <input type="checkbox"/> The applicant organization is registered with EAD under the NNGO policy. OR <input type="checkbox"/> The applicant organization has applied for registration with EAD under the NNGO policy. OR <input type="checkbox"/> The applicant organization has not applied for EAD registration in the past but is willing to apply for registration with EAD under the NNGO policy withing 30 days of pre-selection notice.	Yes	No
The applicant organization has a valid National Tax Number.	Yes	No
The applicant organization has a valid bank account in the name of “applicant organization”.	Yes	No

7. How to apply

7.1. Expression of Interest Application

The Expression of Interest application form consists of three parts and is attached as Annexes A, B and C. Please fill in all the sections of the application form.

7.1.1. Annex A: Administrative regulatory checks and information

Annex A is a word file. The first part of the application are administrative and regulatory checks and information. Please fill these sections as per the documentary evidence(s) available to support the information entered in the application. Any missing information or discrepancy(ies) may result in the rejection of the application. Only those applications that pass the administrative and regulatory checks will be assessed on the next part of the application.

7.1.2. Annex B: Self-assessment by the applicants

Annex B is an excel sheet. This part of the application is a self-assessment of the in-country partners. This tool is adapted from the Institutional Development Assessment Tool (2011). This self-assessment process is an element of institutional self-reflection which in and of itself affords an opportunity to strengthen the organization. Thus, the assessment must be a mutual undertaking conducted jointly by the staff and leadership of the applicant organisation jointly. This fact that the self-assessment of the applicant organisation was an inclusive and participatory process involving the staff and leadership of the organisation will be verified during the application evaluation process.

The Institutional Development Assessment identifies four components or functional areas of organization as a starting point:

1. Management Systems
2. Financial Resources
3. External Relations
4. Programs/Services Delivery

The tool then helps categorise the applicant organisations according to four distinct stages of development:

1. Start-up
2. Developing
3. Consolidating/Expanding
4. Functional

It is important to note that applicant organizations could be in different stages of development in each of the four functional areas. An organization may be in the Consolidating/Expanding stage with respect to Management Systems, but still in the Start-up stage in terms of Financial Resources. This is to be expected,

and the awareness of such a state of affairs will help define what it needs to focus on to reach the next stage of development. The IDA generates a "snap shot" of an organization at a given point in time.

The project intends to identify and partner with 10 civil society organisations in the start-up or developing stages. Only 2 more NPOs will be selected through this round of EOI. The project will help these partner organisations to the next stages of development over the project life.

The IDA tool (Annex B) is divided into four worksheets corresponding to the four functional areas to be evaluated:

WORKSHEET I	-	Management Systems
WORKSHEET II	-	Financial Resources (raising and utilizing funds)
WORKSHEET III	-	External Relations
WORKSHEET IV	-	Programs/Service Delivery

Each worksheet contains two parts:

Part 1 - questions concerning the existence of basic functional elements of the organization,

Part 2 - questions evaluating the utilization of the elements identified in Part 1.

The applicant organisations are advised to start early with the application process and not leave it for the last days till the submission deadline. The Annex B may require several rounds of joint consultations and discussions among the staff to arrive at the most appropriate and correct answers. Rushing through this stage can increase the chances of errors and/or mistakes and may diminish the chances of success of the applicants.

As a good practice Part 1 and 2 of each Worksheet will be completed by:

a) A discussion session between representatives (key managers, staff etc.) of the applicant organisation. The applicant organisation should assign a lead facilitator¹ who has solid experience in facilitation as well as strong communication skills. The session should include representatives of the various units and departments in the applicant organisation in order to ensure inclusion of different points of views and experiences.

b) Discussions and interviews with the applicant organisations administration (Board members or equivalent), partners and clients

c) Analysis of documentation available in the applicant organization

After the discussion of answers to questions in Part 1 and 2, the applicant organisation will complete the score sheet in the appropriate sections.

The necessary guidance on the possible score and answer criteria are available in the Annex B.

7.1.3. Annex C: Checklist

The Annex C checklist is the complete list of documents that needs to be submitted with the application. This list, duly filled must be attached with the application. Failure to submit the duly filled Annex C check list with the application may result in the rejection of the application.

¹ The applicant organisation at its sole discretion may choose the lead facilitator from within their teams or may choose to appoint an independent party.

8. Evaluation and scoring of the applications:

8.1. Opening session

During the opening session the following will be assessed:

- If the deadline has been met. Otherwise, the application will be automatically rejected.
- Whether all the annexes marked “YES” in the checklist in Annex C have been submitted. If any of the requested information is missing or is incorrect, the application may be rejected on that **sole** basis and the application will not be evaluated further.

8.2. Annex A: Administrative and regulatory checks

The evaluation and scoring of this section is based on the information provided in Annex A by the applicant organisation.

	Criteria	Possible score	Guidance for evaluator
1.	General		
	The applicant is working with and through people who are directly affected by the negative consequences of migration and displacement of Afghan refugees in Pakistan. OR The applicant is led and/or formed by people who are directly affected by the negative consequences of migration and displacement of Afghan refugees in Pakistan.	10	This is a Yes/No question. If the answer is Yes, then maximum score of 10 is given to the applicant. If No, the score is zero and do not evaluate the application further.
2	Experience		
	The applicant organisation has no operations in the target district(s) with or without breaks targeting Afghans and host communities from 01.07.2020 onwards in target district(s) in at least one of the sectors mentioned in section 2.1	0	Do not evaluate the application further
	The applicant organisation has intermittent operations of total 1 year in the target district(s) with or without breaks targeting Afghans and host communities from 01.07.2020 onwards in target district(s) in at least one of the sectors mentioned in section 2.1	4	
	The applicant organisation has intermittent operations of total 2 years in the target district(s) with or without breaks targeting Afghans and host communities from 01.07.2020 onwards in target district(s) in at least one of the sectors mentioned in section 2.1	7	
	The applicant organisation has intermittent operations of total 3 years in the target district(s) with or without breaks targeting Afghans and host communities from 01.07.2020 onwards in target district(s) in at least one of the sectors mentioned in section 2.1	10	

3	Thematic areas/sectors		
	None of the sectors mentioned under section 2.1 can be inferred from the language of Articles of Association of applicant organisation	0	Do not evaluate the application further
	At least one of the sectors mentioned under section 2.1 can be inferred from the language of Articles of Association of applicant organisation	5	
	At least one of the sectors mentioned under section 2.1 is explicitly included in the Articles of Association of applicant organisation	10	
4	Geographical reach		
	The applicant organisation is neither registered nor has working experience in one of the target districts	0	Do not evaluate the application further
	The applicant organisation is registered outside of the target districts but works targeting Afghans and host communities from 01.07.2020 onwards	5	
	The applicant organisation is registered and working in one of the target districts targeting Afghans and host communities from 01.07.2020 onwards	10	
5	Funding (Note: Funds received from INGOs or UN agencies do not qualify as local sources)		
	On average less than 20% of the applicant's total annual funding in the period 2020-2023 (grants/donations/other sources) is from local sources	0	Do not evaluate the application further
	On average up to 30% of the applicant's total annual funding in the period 2020-2023 (grants/donations/other sources) is from local sources	4	
	On average up to 40% of the applicant's total annual funding in the period 2020-2023 (grants/donations/other sources) is from local Sources	7	
	On average more than 50% of the applicant's total annual funding in the period 2020-2023 (grants/donations/other sources) is from local sources	10	
6	Coherence of documents submitted		
	The application and documents submitted by the applicant organisation is not in order and not coherent with one another.	0	Do not evaluate the application further
	The application and documents submitted by the applicant organisation are partly in order and/or partly coherent with one another.	5	
	The application and documents submitted by the applicant organisation are fully in order and/or fully coherent with one another.	10	
	<i>Maximum score possible:</i>	60	<i>Applicant organisations that receive a minimum score of 33 are eligible for further evaluation.</i>

Once all the administrative and regulatory checks have been assessed, a list will be drawn up with the applicant organisations ranked according to their total score.

Firstly, only the applicant organisations with a score of at least 33 will be considered for further evaluation as per section 8.3. A list will be drawn up for all the organisations based on their score. That is, the highest scoring applicant organisation(s) will be at top of the list and the lowest scoring applicant organisation(s) will be at bottom of the list.

Secondly, in case the number of applicant organisations making the list is very high, the number of applicant organisations on the list will be reduced. This will be done by only considering the top 20 of the ranking list mentioned in preceding paragraph for further evaluation as per section 8.3 below. In case the 20 of the list fail to meet the selection requirements after the evaluations per section 8.3, the next batch of 20 applicant organisations in the list may be considered for further evaluation and so on.

8.3. Annex B: Self-assessment by the applicants

The evaluation and scoring of this section are based on the information provided in Annex B by the applicant organisation.

Worksheet	Functional areas of applicant organisation	Points	Stages of development
Worksheet I	Management Systems	31 – 56	Startup
		57 – 80	Developing
		81 – 95	Consolidating/Expanding
		96 - 105	Functional
Worksheet II	Financial Resources	23 – 37	Startup
		38 – 54	Developing
		55 – 70	Consolidating/Expanding
		71 – 79	Functional
Worksheet III	External Relations	34 – 61	Startup
		62 – 87	Developing
		88 – 104	Consolidating/Expanding
		105 – 118	Functional
Worksheet IV	Programs/Service delivery	21 – 38	Startup
		39 – 54	Developing
		55 – 64	Consolidating/Expanding
		65 – 73	Functional

The evaluation team will cross verify the scores marked by the applicant organisation (Annex B) through a desk review of the information provided and documentary evidence(s) received as part of the Annex A of the application. In case of variance between the applicant organisation's self-assessment and the verification of scores by the evaluation team, the average of the two scores will be used.

A list will be drawn up of all the applications that go through evaluation of Annex B after the steps mentioned in section 8.2. The scores received in the four functional areas will be aggregated. Based on the aggregate score the list will be drawn. The lowest scoring applicant organisations will be ranked at the top of the list together with the scores indicating the stages of development in each of the functional stages. The top 20 applicant organisations (hereinafter referred to as pre-selected applicant organisations) in the list, that in the

opinion of the evaluation team need capacity strengthening to achieve the next levels of the stages of development will be selected. The preference will be for organisations that need capacity strengthening in at least two functional areas or more. Till the final list is drawn up, this is likely to remain an iterative process. The 20 pre-selected organisations thus identified will be considered for further evaluation as mentioned in section 8.4 below.

8.4 Field Verification and Assessment

The evaluation teams will visit the field offices, operations and activities of the pre-selected applicant organisations. The schedule of the visits will be agreed with the pre-selected applicant organisations in advance. The evaluation teams will cross verify the information submitted earlier as part of Annex A. This may include, but not limited to checking and verification of records, interviews with key staff, board members and beneficiaries and focus group discussions. The Annex B will be re-checked and updated if necessary.

The list of ranking of the applicant organisations will be updated for the final selection of the applicant organisations.

9. How to submit application:

9.1. Where to download the application pack from:

The complete application pack can be downloaded from the HOPE'87 website www.hope87.org under the tab About/Tender.

9.2. What to include:

1	Original plus one copy of Annex A duly filled, signed and stamped must be submitted as a hard Copy	Fill in all the sections of Annex A. Add more rows to the tables in the Annex A where necessary.
2	Original plus one copy of Annex B duly filled, signed and stamped must be submitted as a hard Copy	Fill in all the sections of Annex B. Note: The file has been formatted for printing. The answer criteria do not need to be printed. Therefore the "Answer Criteria" is outside the print area. DO NOT CHANGE THE PAGE LAYOUT. DO NOT more rows to the worksheets. DO NOT change the formulas and links in the worksheets.
3	Original plus one copy of Annex C duly filled, signed and stamped must be submitted as a hard Copy	Fill in all the sections of Annex C checklist. Attach legible copies of all the attachments that have been marked "YES"
4	Original plus one copy of EOI duly signed and stamped must be submitted as a hard copy.	Sign and stamp the last page of EOI and attach the complete file in the application pack.
4	Completed/filled Soft files of the following: <ul style="list-style-type: none"> - Annex A (word file) - Annex B (excel file) - Annex C (word file) - Expression of Interest duly signed and stamped - PDF files of all attachments marked "YES" in Annex C. The PDF files must be numbered/named as per Annex No. appearing in Annex C 	All the soft files must be copied in a USB and enclosed with the application. The USB must not be password protected.

IMPORTANT:

- Applications must be submitted in full and without reservation, duly signed by the person authorized to do so on behalf of the applicant, indicating name and position.
- Applicants must ensure the duly filled forms are free of any cutting and over writing.
- In cases of any differences between the hard copy and soft files, the hard copy submission shall be considered as final submission.

9.3. Submission deadline:

Applications can be submitted on or before 5pm (PST) on Tuesday, December 10th, 2024.

Applications submitted after the date and time stated above will NOT be considered for evaluation.

The time at which the application is received at the address mentioned in section 9.4 below will be considered the time of submission. If sending the applications through courier services, the applicants are advised to take into consideration the delivery times and dispatch the application early.

9.4. Where to submit:

The application must be submitted at the following address only:

HOPE'87 Country Office Pakistan
House Number 321 (Ground floor)
Street 16, Sector G-10/2
Islamabad, Pakistan
Tel: 051 - 8777745

10. Guidance regarding this Expression of Interest

Online information session will be arranged for the prospective applicants at the following dates:

1	Session	Wednesday 04 December, 2024 at 11:00hrsPakistan time	Zoom meeting registration link
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Pre-registration for the online meeting is mandatory. The prospective applicants can register for the meetings at the respective links given above.

11. Questions regarding this Expression of Interest

Questions concerning this document or any other matters will only be accepted if they are sent by email to info@hope87.org no later than Wednesday 04 December, 2024 Questions will be anonymised and, if necessary, aggregated. Answers to questions will be published on the HOPE'87 website by COB on Friday 6th December, 2024.

In first round, the questions asked by the interested parties and HOPE'87 responses are attached as Annex D.

12. Ethics clauses and Code of Conduct

12.1. Absence of conflict of interest

The applicant must not be affected by any conflict of interest and must have no equivalent relation in that respect with other applicants or parties involved in the actions. Any attempt by an applicant to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or HOPE'87 during the process of examining, clarifying, evaluating and comparing applications will lead to the rejection of its application summarily.

12.2. Respect for human rights as well as environmental legislation and core labour standards

The applicant and its staff must comply with human rights. In particular and in accordance with the applicable act, applicants who have been awarded contracts must comply with the environmental legislation including multilateral environmental agreements, and with the core labour standards as applicable and as defined in the relevant International Labour Organisation conventions (such as the conventions on freedom of association and collective bargaining; elimination of forced and compulsory labour; abolition of child labour).

Zero tolerance for sexual exploitation, abuse and harassment

HOPE'87 applies a policy of 'zero tolerance' in relation to all wrongful conduct which has an impact on the professional credibility of the applicant.

Physical abuse or punishment, or threats of physical abuse, sexual abuse or exploitation, harassment and verbal abuse, as well as other forms of intimidation shall be prohibited.

12.3. Anti-corruption and anti-bribery

The applicant shall comply with all applicable laws and regulations and codes relating to anti-bribery and anti-corruption. HOPE'87 reserves the right to suspend or cancel project financing if corrupt practices of any kind are discovered at any stage of the award process or during the execution of a contract and if the ICP fails to take all appropriate measures to remedy the situation. For the purposes of this provision, 'corrupt practices' are the offer of a bribe, gift, gratuity or commission to any person as an inducement or reward for performing or refraining from any act relating to the award of a contract or execution of a contract already concluded with the HOPE'87.

12.4. Unusual commercial expenses

Applications will be rejected or contracts terminated if it emerges that the award or execution of a contract has given rise to unusual commercial expenses. Such unusual commercial expenses are commissions not mentioned in the main contract or not stemming from a properly concluded contract referring to the main contract, commissions not paid in return for any actual and legitimate service, commissions remitted to a tax haven, commissions paid to a payee who is not clearly identified or commissions paid to a company which has every appearance of being a front company.

Applicants found to have paid unusual commercial expenses on projects funded by HOPE'87 are liable, depending on the seriousness of the facts observed, to have their contracts terminated with recovery of all costs or to be permanently excluded from receiving HOPE'87 funds.

12.5. Breach of obligations, irregularities or fraud

HOPE'87 reserves the right to suspend or cancel the procedure, where the award procedure proves to have been subject to substantial breach of obligations, irregularities, concealment, misrepresentation or fraud. If substantial breach of obligations, irregularities or fraud are discovered after the award of the contract(s), the contracting authority may refrain from concluding the contract(s).

12.6. Integrity

The applicant organisations must commit to the integrity principles/policy including but limited to introduction of procedures to apply the principles/policy. The integrity principles/policy should include pre-employment

screening and the necessary procedures to apply the same. These should help to prevent as far as possible any sexual misconduct, racism and other serious forms of inappropriate behaviour towards employees and other individuals during the implementation of the proposed activities by the applicant organisation(s) and other parties they involve in the activities, and in the event of such incidents ensure that they are investigated and appropriate measures are taken to put an end as promptly as possible to the misconduct or inappropriate behaviour and mitigate the consequences. These procedures must be structured in a way that guarantees prompt reporting of any such incidents to HOPE'87.

13. Application and evaluation process timelines.

The indicative timelines for the application and evaluation process are as follows:

	Process steps	Indicativetimelines	Remarks
1.	Publication of Expression of Interest	Saturday, 23 rd November, 2024	
2.	Information meeting (Zoom session)	Wednesday 4 th December, 2024 at 11:00hrs Pakistantime	Prior registration for the zoom session is mandatory
3	Deadline for asking any questions in writing regarding this expression of interest	Wednesday 4 th December, 2024 by 17:00hrs Pakistan time	
4	Last date on which clarifications/answers to questions are published	Friday 6 th December, 2024 byCOB	
5	Deadline for submission of expression of interest	Tuesday 10 th December, 2024 by 17:00hrs PST	
6	Opening session of Expressions of Interest (refer section 6.1)	Wednesday 11 th December, 2024	
7	Administrative and regulatory checks as per Annex A submissions (refer section 8.2) followed by assessment as per Annex B submissions (refer section 8.3)	12 th - 13 th December, 2024	Tentative dates
8	Intimation to Pre-selected In Country Partners	Monday 23 rd December, 2024	Tentative dates
9	Field verification and assessment (refer section 8.4)	24 th -27 th December, 2024	Tentative dates
10	Final selection and intimation to ICPs	December 30 th , 2024	

14. Next steps with selected partners

The selected in-country partners are expected to make a commitment to capacity strengthening actions and activities and making sincere and wholehearted efforts to institutionalise the learnings, knowledge and capacities over the project life and beyond.

To this end the selected in-country partners will be required to plan and allocate a minimum of 20% of the time per month of i) their leadership, ii) key program staff, and iii) key finance and administrative staff for capacity strengthening activities. The indicative activities will include, but not limited to:

	Description	Indicative timetable	Mode
1	Signing of MOU with selected in-country partners setting out obligations tied to the partnership	January 2025	
2	Orientation of selected in-country partners and assessment of capacity strengthening needs of NPOs	January 2025	In-person residential training for 4 days
3	Identification and selection of 1 Youth collective and 1 Women's collective by each selected NPO partner	January 2025	
4	Capacity strengthening of ICPs (NPOs and YWCs)	January – June, 2025	In-person residential training for 5 days per month. One of the capacities mentioned under section 4.2 to be covered per month.
5	Development of annual plans of action of selected NPOs	April, 2025 – June, 2025	Onsite by ICPs
6	Funding of ICPs	From August 2025 onwards till March 2029 as per the annual upper limits defined in section 4.3 above	Grant contracts between HOPE'87 and each ICP
7	Capacity strengthening of ICPs (Refreshers)	July, 2025 – December, 2028	In-person residential refresher training for 3 days bi-monthly. Capacities/deficiencies to be identified jointly with ICPs.
8	Monitoring evaluation and learning (MEL)	Ongoing from January, 2025 to March 2029	To be decided jointly with ICPs

15. Compliance to Dutch MFA and HOPE'87 rules, regulations:

The global call for proposal was launched by the Dutch Ministry of Foreign Affairs MFA under the Migration and Displacement Framework 2023 – 2028. HOPE'87 applied for a successful received a grant as a result of the competitive process as the Support Partner with the project title *BeST: Beyond Survival – Transforming the Power of Communities*. And now through this Expression of Interest, HOPE'87 will select the in-country partners for the project.

The relationships with the selected in-country partners will be formalised through Memorandum of Understandings and/or Grant Agreements in due course. The Memorandum of Understandings and/or Grant Agreements will spell out the detailed conditions for compliance(s) with the general, financial and accounting rules, guidelines, contractual and any legislative conditions arising out of the Dutch MFA and/or HOPE'87 rules.

16. Regulatory requirements

The in-country partners are expected to remain compliant with the regulatory requirements for International and national non-profit organisation in vogue at the time of the launch of the expression of interest and any new requirements that may be enforced till the project end date. These include, but limited to:

16.1 Registration with Economic Affairs Division (EAD)

The Government of Pakistan requires the non-profit organisations desirous of receiving foreign funding to register with the Economic Affairs Division as per the NNGO policy¹.

The registration of applicant organisation with EAD is not mandatory at the selection stage. However, the willingness of the pre-selected in-country partner to apply for registration with EAD within 30 days of selection will be a mandatory condition before a Memorandum of Understanding and/or Grant Agreement is signed between HOPE'87 and the selected in-country partner.

The non-registration of the applicant organisation will not be an exclusion criteria at the time of selection of NPOs. However, the selection committee will form their own opinion as to the probability of the success of application of the applicant organisation for registration with EAD. This opinion will be based on the documentary evidence(s) received as part of Annex A of the application. Any applicant organisation who in the opinion of the selection committee are unlikely to meet the registration criteria may be rejected at the sole discretion of HOPE'87.

16.2 Certification by Pakistan Centre for Philanthropy (PCP)

The certification by Pakistan Centre of Philanthropy PCP is a mandatory condition to be able to apply for any tax exemptions under section 2(36) of income tax ordinance 2001.

The certification of applicant organisation PCP is not mandatory at the selection stage. However, the willingness of the pre-selected in-country partner to apply for certification by PCP within 6 months of selection will be a mandatory condition at the time of signing of a Memorandum of Understanding and/or Grant Agreement between HOPE'87 and the selected NPO in-country partner.

The non-certification of the applicant organisation will not be an exclusion criteria at the time of selection of NPOs. However, the selection committee will form their own opinion as to the probability of the success of application of the applicant organisation for certification by PCP. This opinion will be based on the documentary evidence(s) received as part of Annex A of the application. Any applicant organisation who in the opinion of the selection committee are unlikely to meet the certification criteria may be rejected at the sole discretion of HOPE'87.

16.3 Tax exemptions

The non-profit organisations are required to apply for the tax exemptions under section 2(36) of Income Tax Ordinance 2001.

The tax exemptions under section 2(36) of Income Tax Ordinance 2001 of applicant organisation is not mandatory at the selection stage. However, the willingness of the pre-selected non profit organization in-country partner to apply for this tax exemption will be a mandatory condition at the time of signing of a Memorandum of Understanding and/or Grant Agreement between HOPE'87 and the selected NPO.

The non-approval of tax exemptions of the applicant organisation will not be an exclusion criteria at the time of selection of NPOs. However, the selection committee will form their own opinion as to the probability of the success of application of the applicant organisation for tax exemptions. This opinion will be based on the documentary evidence(s) received as part of Annex A of the application. Any applicant organisation who in the opinion of the selection committee are unlikely to meet the certification criteria may be rejected at the sole discretion of HOPE'87.

¹ The NNGO policy is currently in abeyance as per the decision of the Honorable Lahore High Court. The selected NPO partners will be required to register with the relevant regulatory authority as per the policy in vogue at the time of signing of MOU between NPO and HOPE'87.

16.4 Allowed to Work Status (issued by Ministry of SAFRON):

The Government of Pakistan requires the non-profit organisations desirous of working with Afghan Refugees to apply for Allowed to Work Status (ATW) from the Ministry of SAFRON.

The ATW is not mandatory at the selection stage. However, the willingness of the pre-selected non profit organization in-country partner to apply for ATW within 30 days of signing of Memorandum of Understanding and/or Grant Agreement will be a mandatory condition for the selected in-country partner.

The non-availability of the ATW will not be an exclusion criteria at the time of selection of NPOs. However, the selection committee will form their own opinion as to the probability of the success of application of the applicant organisation for ATW. This opinion will be based on the documentary evidence(s) received as part of Annex A of the application. Any applicant organisation who in the opinion of the selection committee are unlikely to meet the ATW criteria may be rejected at the sole discretion of HOPE'87.

16.5 Registration with CHARITY COMMISSION of applicable jurisdiction

The provincial governments in Pakistan require the non-profit organisations to register with the Charities Commission of applicable jurisdiction.

The registration of applicant organisation with Charities Commission is not mandatory at the selection stage. However, the willingness of the pre-selected in-country partner to apply for registration with Charity Commission within 30 days of selection will be a mandatory condition before a Memorandum of Understanding and/or Grant Agreement is signed between HOPE'87 and the selected in-country partner.

The non-registration of the applicant organisation will not be an exclusion criteria at the time of selection of NPOs. However, the selection committee will form their own opinion as to the probability of the success of application of the applicant organisation for registration with Charity Commission. This opinion will be based on the documentary evidence(s) received as part of Annex A of the application. Any applicant organisation who in the opinion of the selection committee are unlikely to meet the registration criteria may be rejected at the sole discretion of HOPE'87.

17. Disclaimer

By submitting the application and any accompanying documents, the applicant organization acknowledges and agrees to the following terms and conditions:

- **No Partnership Guarantee:** The submission of this application and accompanying documents does not constitute any promise, assurance, or guarantee of partnership, collaboration, or any other form of business relationship with HOPE'87 or its donors.
- **Non-Reimbursement of Costs:** HOPE'87 and its donors will not be responsible for any costs incurred in the preparation, submission, or any other process related to this application. Applicant organizations are solely responsible for any expenses incurred in the course of submitting the required information.
- **Authenticity of Information:** The applicant organization submitting the application must ensure that all information and documents provided are true, accurate, and authentic. Any false, misleading, or fraudulent information will result in immediate disqualification from consideration.
- **Right to Verify Information:** HOPE'87 reserves the right to verify all information provided in the application. This may include contacting third parties and using other means as necessary to confirm the authenticity and accuracy of the submitted information.
- **Confidentiality:** While HOPE'87 will treat all submissions with confidentiality, submitting applicant organizations should not submit any proprietary or highly confidential information. HOPE'87 is not liable for the protection of such information beyond its normal confidentiality obligations.
- **Disqualification for Non-Compliance:** Failure to comply with any of the terms and conditions specified in this disclaimer, or failure to provide requested information in the application, will result in disqualification from consideration for partnership.
- **No Legal Obligations:** Submission of this application does not create any legal obligations or liabilities

on the part of HOPE'87 or its donors towards the submitting applicant organizations.

- **Right to Reject:** HOPE'87 reserves the right to reject any or all submissions at its sole discretion without providing any reason or justification.
- **No Alterations to Submission:** Once submitted, the application and any accompanying documents cannot be altered or resubmitted.
- **Governing Law:** This ICP selection process and any related matters will be governed by the laws applicable in the jurisdiction where HOPE'87 is implementing the project.

By proceeding with the submission of the application, the applicant organization agrees to comply with all the above terms and conditions. If the applicant organization does not agree with any part of this disclaimer, please refrain from submitting the application.

Signed on behalf of the applicant organisation

Name:

Position:

Signature & Stamp:

Date:-