

Call for proposals:

Project: Protection for All minors

Application Guidelines

Year 2022

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1. BACKGROUND INFORMATION

1.1 Program Overview

“A Community-based Approach to an emergency response on the mainland” is a project that aims to support the capacity building of local NGOs and Grassroots communities implemented by INTERSOS and SV. The project aims to address the emergency needs that the vulnerable population is experiencing. Based on that, INTERSOS is supporting grassroots communities, and local NGOs selected in accordance with their level of engagement in the community and their proven capacity to reach the target group (e.g., the most vulnerable and marginalized UAMs and children in general). Since December 2021, the first subproject was initiated and is implemented via a partnership with the Greek Forum of Migrants. The present call regards the initiation of the second sub-project under a CBA (Community Based Approach). The said sub-project will support vulnerable UAMs that either live on the streets or under endangered conditions and are not accommodated on the National Emergency Referral Mechanism (NERM).

1.2 Who is INTERSOS?

INTERSOS is a no-profit humanitarian aid Organization that brings assistance to people in danger, victims of natural disasters and armed conflicts. Established in 1992, its actions are based on values of solidarity, justice, human dignity, equal rights and opportunities for all people, and respect for diversity and coexistence, with a particular focus on the most vulnerable and the unprotected.

INTERSOS is present in Greece since March 2016 with the aim of providing holistic support and long-term durable solutions as a response to the migration crisis. Throughout the duration of its mission it has focused on holistic service provision, the search for local contextualized solutions and strong rooting in community-based protection. INTERSOS implements a series of supportive activities aimed at improving the psychosocial conditions of hosted PoCs, providing meaningful access to information, services, rights and orientation, along with other auxiliary actions that will facilitate the movement towards the self-reliance of refugees and asylum seekers and beneficiaries of international protection in Greece. Moreover, INTERSOS has focused since the outset on strengthening the community response, with an initial focus on promoting peaceful coexistence between host and hosted communities. For the purpose of this call for proposals, a community-based organization (CBO) refers to a non-profit organization that is rooted in the territory of Athens, works to promote the support and protection of Unaccompanied minors and has a specialized approach to child protection programs.

1.3 Who is SV?

Stichting Vluchteling (Netherlands Refugee Foundation) provides emergency aid to refugees and displaced people in the world's most critical humanitarian crises. When an acute refugee crisis breaks out, Stichting Vluchteling steps in as soon as possible. Together with the partner organizations, SV helps refugees and displaced people survive and recover by providing medical care and psychosocial support, food, water, shelter, and sanitary facilities. The primary focus lies on, providing aid in conflict areas worldwide or in the direct vicinity thereof. However, people in need can count on SV in protracted crises too. When refugees or displaced people are able to return home safely, Stichting Vluchteling provides assistance in rebuilding their lives. SV's aid includes clearing land mines, rebuilding schools and health care facilities, and psychosocial support to help people deal with trauma.

1.4 Program Objectives

The project will be complementary to the already existing actions, and in collaboration with the Greek Government and the Special Secretary for UAMs, the project will support the UAMs who fall out of the NERM. The goal will be to assist the children with leaving the precarious living conditions) and be included mainly in SIL apartments, if not in emergency accommodation facilities through the NERM. The Program has three main objectives:

1. **To establish an adequate role that will complement the existing mechanism (NERM), which will support the UAMs that are not placed in safe accommodation facilities.** And promote the best child protection policies to support vulnerable children to abandon unsafe environments and regain childhood and safety. The said role will support the UAMs from the Regional Asylum Offices and the Urban Safe Space. The aforementioned role will not be office-bound and will be in a position to provide mental health support and mentoring. While will provide specialized services to reach out to UAMs that might be located on the streets, parks, or under unsafe and non-legal guardianship appointed by the Public prosecutor, etc.
2. **To create an Urban Safe Space where all the child protection activities will be advanced and** promote a constant safe place in the municipality of Athens where the vulnerable children could receive specialized services. In the said space, activities will be actualized so as to support the vulnerable children. Activities such as mental health support, individual and group sessions, one on one mentoring, etc. The said space will be used by the selected candidate NGO to locate the children that are not safely accommodated under the NERM. The Urban safe space will provide food/meals to the UAMs to cover primary nutrition needs.
3. **To support durable solutions by contacting the UAMs that are not part of the NERM** and following specific SOPs to locate the children that are not safely accommodated. Also, to follow up on the children that used to be under a scheme of abuse (Sexual exploitation, trafficking, addictions, child labor, etc.) and now are placed in the NERM's facilities. For the latter cases to be supported, a consistent follow-up will take place. And those services will create motives to reduce the level of abscondment and create a status of stability for those UAMs.

2. GUIDELINES FOR APPLICANTS

2.1 Objectives, Expected Outcomes and Project

Activities

Through this call for proposals INTERSOS seeks to identify and support proposals, directly implemented by a local NGO and child protection-led Organization, which focus their activities on protecting and supporting children, UAMs, Roma children, Second generation migrants, and minors in danger in general. While promoting child protection policies, social cohesion, child education, and support the marginalized children to abandon homelessness and abuse and identify secure and healthy environments.

More specifically, organizations applying to this Program engage to actualizing activities which shall be in line with at least one of the below objectives:

Objective 1 – Establish an adequate role that will complement the existing mechanism (NERM), which will support the UAMs that are not placed in safe accommodation facilities.

Outcomes:

- Create a role that will support the UAMs under a holistic approach. The said role will be a role model for the UAMs' lives and will secure their safety and well-being.
- The said role will provide specialized services to support the Best Interest of each UAM that is not placed under the NERM
- The role will have psychosocial or extensive child protection experience.

The role will support the social inclusion of the UAMs and prevent marginalization. While will complement the existing support given by the NERM for the children that are in abusive environments.

Examples of activities:

1. Provision of information to UAMs so as to abandon unsafe accommodations and be placed in proper accommodation facilities
2. Provide mental health support for the addicted and abused children
3. Provide mentoring for the creation of motives
4. Locate the UAMs that are not placed and provide services to advance the trust creation to gradually encourage them to be placed in National Accommodation facilities
5. Refer the UAMs to the NERM to receive proper care
6. Stand in a court of law to advocate in favor of the UAM in cases of trafficking, PSEHA, SGBV, etc.

Objective 2 – To create an Urban Safe Space where all the child protection activities will be advanced and promote a constant safe place in the municipality of Athens where the vulnerable children could receive specialized services.

Outcomes:

- Actualize part of the child protection activities in the Urban safe space.
- Provide the needed in-kind support to the UAMS
- Provide the essential mental health support to the UAMS
- Establish an Urban space that will promote safety over abuse
- Promotion of the NERM and the right to safe accommodation
- Operate a safe space for the UAMs to refer to in case of emergency

Example of activities:

1. Provision of individual psycho-treatment

2. Perform the needed actions to locate the UAMs
3. Provide food/meals to support the UAMs
4. Conduct regular mentoring sessions to advance the self-esteem of the abused UAMs
5. Prepare the needed documentation to refer the UAMs to the NERM
6. Conduct the needed outreach (calls) to invite the UAMs to the Urban Safe Space

Objective 3 - To support durable solutions by contacting the UAMs that are not part of the NERM. And following specific SOPs to locate the children that are not safely accommodated.

Outcomes:

- Increased awareness of the rights of the UAMs
- Support the abused UAMs to abandon unsafe spaces
- Become focal points/contact person for the abused UAMs after the placement in safe facilities

Example of activities:

1. Provide information and raise awareness in terms of unsafe accommodation
2. Provide specialized activities to overcome the trauma
3. Provide support to minimize the abscondment level and advance stability
4. Rehabilitation of the cases with extensive traumas

Please note that the above list is only indicative and not exhaustive. Nonetheless, it is important to highlight that the activities must be realizable even if COVID-19 restrictive measures should be in force with regard to movements, public events, and others.

3. APPLICATION SUBMISSION

All applicants shall send their application package, in English, through info@intersos.gr by **Thursday 21st of July 2022, h 11.59pm Greek Time.**

Key dates:

- On the **28th of July 2022**, the selected NGO will be notified
- On the **1st of August 2022**, the selected NGO will start the implementation of the project. The duration of the pilot will be (6) six months, with a high likelihood to continue during 2023
- **A mid-project report will have to be submitted by the 10th of November**
- **A final report will have to be submitted by the 10th of March 2023**
- Training activities will take place during the project's course

3.1 Application Package

Applicant Organizations are required to submit the following documents:

- (i) Signed copy of the Application Form (Annex 1)
- (ii) Budget2 (Annex 2)
- (iii) Project Timeline (Annex 3)
- (iv) Valid bank account of the CBO/RLO, or - if not available- of the Legal Representative
- (v) **Organization documents:**
 - a) **Only in case the organization is registered**, the articles of Association and statute mentioning their non-profit mandate;
 - b) Organization resume, including - if any – details of implemented projects;
 - c) If any, internal procedures and policies on goods and services, human resources management, financial management;
 - d) Signed copy of identity document of Legal Representative.
 - e) Detailed policies on child protection

3.2 Eligibility and Selection Criteria

3.2.1. Administrative Compliance

To be considered admissible, a proposal must:

- Be submitted through the online form by **Thursday 21st of July 2022, h 11.59pm Greek Time.**
- Include all the requested forms and any mandatory supporting documents specified in the call as per paragraph 3.1.

3.2.2. Eligibility Compliance

To be considered eligible, the applicant must:

- (i) Be a registered Organization or in the process of being registered at the time of the submission of the proposal. Shall the Organization be selected and awarded by the selection committee, the registration process may also be concluded after the signature of the MOU. A case-by-case evaluation will be conducted by INTERSOS;
- (ii) Have a bank account of the NGO or - if not available- of the Legal Representative (see para. 3.1 above)
- (iii) Have an annual budget that does not exceed EUR 400,000.00 in total (four hundred thousand).
- (iv) Hold a nonprofit mandate, which shall be mentioned explicitly in the approved Statute; have non-commercial objectives; be independent of local, regional and central Government, public entities, political parties, and commercial Organizations.
- (v) Be legally established and operational in Greece.

(vi) Present a project that will be in line with the **objectives of the call for proposals**. The applicant shall specify in the Application Form the selected objective(s) that the project intends to meet (among those listed under para. 2.1).

Please note that any Organization with legal or social objectives deemed incompatible with the project may be considered ineligible.

3.2.3 Selection Criteria

During the selection process, priority will be given to organizations that have specialized experience in child protection projects.

Proposals will be selected according to the following criteria:

1. Quality and Relevance of the Project Proposal (64%)

- Relevance of the project proposal and alignment with the objectives specified in the call (see para. 2.1);
- Expected Outcomes;
- Child protection approaches and best practices to create a sustainable framework where all the UAMs could receive specialized support based on their situations or the trauma that they care;
- Gender Equality and non-discrimination;
- Sustainability of the project;
- Communication and visibility actions.

2. Local Experience and Presence (14%)

- Actual implementation of activities with the target population

3. Project Management (22%)

- Ability to implement project activities and deliver results;
- Accountability mechanism;
- Sound financial management.

4. PROJECTS SELECTION

A project pre-selection committee will be established to evaluate the submitted project proposals. The PSC is composed of 3 members chosen based on their expertise and includes relevant stakeholders from institutions, universities, and foundations, which will evaluate all project proposals from a technical side.

All projects considered technically in line with the call will be shared with INTERSOS and the PSC for the final evaluation.

In order to allow for a clear and transparent selection procedure, a qualitative and quantitative evaluation will be conducted according to the criteria set in para 3.2.3. The project with the highest score will be selected.

Key Dates:

- Requests for clarification can be submitted by e-mail to info@intersos.gr by the **14th of July 2022 at the latest**.
- Frequently asked questions (FAQ) will be published on the INTERSOS HELLAS website (<https://www.intersos.gr/>) by the **18th of July 2022**.
- Selection results will be communicated via email to all participants – regardless of the selection outcome – at the beginning of August.

The selected candidate will be notified on the **28th of July 2022**. Following approval, INTERSOS will sign a bilateral grant agreement (*Memorandum of Understanding - MoU*) with the selected applicant.

The selected Organization commits to adhere to the INTERSOS project guidelines for visibility and external communication.

5. FUNDING AND FINANCIAL RULES

5.1 Funding

Each applicant can submit a project proposal in line with the objective/s as per para 1.4.

Preferably the proposed project will support and/or be part of a broader, long-term initiative, which the grant will complement. For this purpose, the grant can:

-Constitute an incentive to support the Organization to kick-start activities that will continue after the project implementation phase.

Each candidate Organization can request for each proposal a sum between **85.000.00** (eighty-five thousand) and **90.000.00** (nifty thousand) **euros**. The total amount must include VAT. Funds must be utilized and disbursed only for project purposes, and projects must be implemented by **the 28th of February 2023**.

5.2 Eligible Expenses

For eligibility of the selected grant, expenses are to be disbursed according to the general financial rules of INTERSOS (available upon request). Eligible expenses are those directly related to the implementation of foreseen activities only if incurred and paid in the eligibility period (starting from the signing of the MoU and ending on **the 28th of February 2023**). Services and/or goods must be rendered and/or delivered during the project implementation period, and before **the 28th of February 2023**.

Examples of eligible expenses:

- Staff salaries and banking fees;
- Equipment, if in line with the project scope;
- Information and communication material;
- Rental costs, utilities, and furniture;

Please note that indirect expenses are not eligible.

Examples of non-eligible project expenses:

- Expenses related to legal requirements;
- Accounting;
- Insurance;
- Professional services and consultancies;

Please note that the above-mentioned list is not exhaustive.

5.3 Rules of Financial Reporting

Funds can only be spent after the signature of the MoU between the selected NGO and INTERSOS. Therefore, expenses are eligible as of the date of the signature of the MoU and should be incurred and liquidated before the **28th of February 2023**, which is the final cut-off date for implementing project activities; The final report, along with the necessary accounting and administrative verification, is due by the **10th of March 2023**.

All expenses must be legally documented with accurate financial invoices stating the receipt of a valid payment (i.e., confirming that it was received with a stamp or relevant receipt).

The receipt must contain:

- Date;
- Specification of the reason for payment;
- Amount in Euro;

- Cover sheet containing the stamp of the Organization and the signature of the Legal Representative also mentioned the 'Grant Name' and code as indicated in the signed MoU.

It is the obligation and responsibility of the Legal Representative of the granted Organization to obtain, store and produce, upon request of INTERSOS, the original financial documents (including contracts).

5.4. Payment of Instalments

The grant will be disbursed as follows: 33.3% of the total amount will be disbursed, at the beginning of the project, within 10 days from the signature of the MOU; then, two more installments will take place every two months and after the submission of the relevant documents (midterm report, financial audit, etc.) and upon written request submitted by the partner.

The installment plan of the granted amount will be specified in the individual MoUs. INTERSOS will transfer the installments to the indicated bank account of the Organization /Legal Representative upon formal request and after approval of INTERSOS.

5.5. Reporting

The *Interim Report (Annex 4)* shall be submitted by **the 10th of November 2022**(at the latest) and will cover the period between the project start date and until the **31st of October 2022**. The report will include a narrative description of the implemented activities and expected results, according to the proposed budget and the financial rules as per para 5.3.

The *Final Report (Annex 5)* shall be submitted by **the 10th of March 2023** at the latest and will cover the entire project implementation period, from the project start date until the **28th of February 2023**. The report will include a narrative description of the implemented activities and expected results, according to the proposed budget and the financial rules as per para 5.3.

Both Annex 4 and Annex 5 will be shared with the selected NGO upon the MOU completion.

5.6 Monitoring

A monitoring system will be set up and rolled out to ensure the correct implementation of the project and inform on the quality and progress of the achieved results. Regular spot checks, reports, and visits will be carried out by INTERSOS on a monthly basis.

6. WHAT WILL INTERSOS DO?

INTERSOS will have the leading role in data collection and data management for the needed referrals of the UAMs to the NERM. INTERSOS will provide support via an online tool that will facilitate the project in terms of data management. INTERSOS will support the relative communication with the Ministry and advance the project's growth in collaboration with the selected partner.

INTERSOS staff will supervise the project implementation and will ensure the following tasks:

- Support the project implementation;
- Support the development of an action work plan, if necessary;
- Assist the selected Organization to strengthening its Organizational, management, fundraising, protection, and communication skills, through training and coaching;
- Monitoring the project implementation through monthly meetings on implementation, disbursements, achievement of objectives as per work plan;
- Regular field visits;
- Organization of individual coaching, upon requests, as well as ad hoc events.

INTERSOS will also monitor the overall execution of the granted project and is entitled to request clarification on an ongoing basis.