

## CALL FOR PROPOSALS

**“Universal access to health and elimination of the HIV/AIDS, tuberculosis and malaria pandemics”**

**Reference: AP-5PC-2020-02 / Access to health for vulnerable populations (VP)**

**THIS CALL WILL CLOSE ON FEBRUARY 28<sup>TH</sup> 2020 at 12 NOON (UTC +1)**

### **1. INTRODUCTION**

The 5% Initiative is part of France's contribution to the Global Fund to Fight AIDS, Tuberculosis and Malaria (GF). Operational management of this mechanism is carried out by Expertise France (the French public agency for international technical assistance) under the supervision of both the Ministry for Europe and Foreign Affairs (MEAE) and the Ministry for the Economy and Finance. The aim of the 5% Initiative is to respond to requests from countries - French-speaking countries in particular - and GF grant recipients for high-level technical expertise, to support them and build their capacity in the design, implementation, monitoring, evaluation and impact measurement of GF grants. The 5% Initiative complements GF programs and aims to increase their efficiency and health impact through two areas of intervention: short-term technical expert assignments requested by countries and funding for long-term catalytic projects to enhance the impact of GF activities.

This multi-year theme is broken down into two complementary but separated calls for proposals: this call for proposals, AP-5PC-2020-02 on access to quality health services for vulnerable populations and call AP-5PC-2020-01 on strengthening health systems at all levels (community and national).

### **2. BACKGROUND<sup>1</sup>**

This call complements the integrated and cross-cutting approach to the three diseases set out in AP-5PC-2020-01 through increased engagement with key and vulnerable populations who remain excluded from health systems. This approach reflects the desire to promote the work with and alongside vulnerable key population groups, as well as young girls and women the majority of new HIV infections occur among this group - who are also particularly vulnerable to malaria and tuberculosis during pregnancy.

Access to quality health care for vulnerable populations cannot be achieved without **civil society** playing a major role, in particular to provide support to community-based organizations, which are often the only link to marginalized populations and those living in areas far from health facilities. The link between these systems needs to be strengthened, in a collaborative and complementary way.

Finally, since 2016 the 5% Initiative, alongside Expertise France, MEAE and the GF, has been committed to integrate cross-cutting gender approaches in all its activities, particularly through calls for proposals

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<sup>1</sup> For further information on contextual elements related to the 2017-2022 Global Fund Strategy, please refer to Appendix 1 of this call.

and the projects it funds<sup>2</sup>. Indeed, health systems strengthening can only be achieved in a sustainable way by addressing gender equality.

### **3. PURPOSE OF THIS CALL FOR PROPOSALS**

The purpose of this call for proposals is to select projects that complement and / or support Global Fund investments **to improve the quality of health and support services and to improve service access for the most vulnerable populations, through adapted strategies that are gender sensitive and integrated at community level.**

These projects must be catalytic, that is to say in other words, they should be capable of changing practices and / or policies.

#### **TARGET BENEFICIARIES FOR PROJECTS:**

Priority groups are:

**Key populations:** Key populations are people who are most at-risk or affected by at least one of the three diseases and who are stakeholders in the response. They generally have less access to services and may be criminalized and / or marginalized.

The following are generally considered to be key populations:

- For HIV: people living with HIV, men who have sex with men, sex workers and their clients, transgender people, people who use drugs and their partners, people in prisons or other detention centers, refugees, migrants, displaced or mobile populations;
- For tuberculosis: people living with HIV, people who use drugs, people in prisons or other detention centers, refugees, migrants, displaced or mobile populations;
- For malaria: pregnant women and children under 5, indigenous populations living in regions where malaria is endemic, refugees, migrants, displaced or mobile populations.

**Other vulnerable populations:** Population groups who are more vulnerable in particular contexts and that do not fall into the categories mentioned above, including children and adolescent girls, young girls and women and people with disabilities.

#### **ELIGIBLE PROJECTS**

##### **Projects that build the capacity of national and community actors**

Capacity building projects with national and community actors may, for example , aim to :

- **Decentralize care to communities** - by linking these services to those provided at regional and national levels (training activities for health staff (M / F) or supporting community health workers, task shifting, providing mobile services to the most isolated populations, and / or promoting decentralized community approaches).

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<sup>2</sup> The 5% Initiative has developed a Gender Webinar to help technical experts to incorporate gender issues into their technical support assignments. This webinar comprises four tools: an introduction and overview video, and three modules "Gender and pandemics", "Gender and types of support" and "Gender and assignment methodologies". This tool was designed for the Expertise Channel (Canal d'expertise) and can also be useful for project development and implementation. An indicative bibliography is also available. You can view the webinar here: <https://www.initiative5pour100.fr/en/node/110>

- **Improve the understanding, perception and dissemination of knowledge around the specific nature and needs of vulnerable populations**, by promoting accessible and lasting solutions for people who are most discriminated against. This may include improved adaptation of health services provided to vulnerable populations, including responding to discrimination by health workers, especially of women and people who do not adhere to gender norms.
- **Improve delays in access to appropriate health and support services for children and adolescent girls and boys**, through training, advocacy, support for health professionals, psycho-social support and education. Projects may also integrate peer education, access to prevention of mother-to-child transmission (PMTCT) services in the context of HIV and to diagnosis (in particular for HIV and tuberculosis), disclosure to children and adolescents, treatment initiation and adherence support for the three diseases, sexual and reproductive health services adapted to each age group, combatting gender-based violence among young people.
- **Gather and analyze reliable disaggregated data** (by sex, age, vulnerable population) in **order to respond to** the difficulties and violations of rights encountered by particular population groups in accessing prevention, testing, care and treatment (including the impact of gender-based violence in access to care).
- **Develop activities for involvement and advocacy to ensure effective representation of vulnerable populations, including women in coordination and decision-making mechanisms**, and the systematic consideration of their needs at all levels (CCM, funding model, national strategies, training of healthcare staff, etc.).
- **Specific activities focusing on gender and empowerment of women and those most vulnerable**. For example, by sustainably building the capacity of women living with HIV or those affected by tuberculosis or malaria, or by developing a gender strategy internal to the project (including a focus on gender-based violence management).

**Although proposed projects can include operational research, this cannot represent the major component of the project.** Research projects are not eligible under this call for proposals.

In order for proposed strategies for action to be relevant, it is essential that projects incorporate a cross-cutting approach to gender in both the activities to be implemented and the project coordination. Projects must take specific account of the needs of women, men and people who do not adhere to gender norms. They must strive to bridge existing inequalities and transform roles assigned by society to men and women as well as power relations between men and women, which reinforce these inequalities particularly in terms of vulnerability to diseases and access to care. This gender approach must also apply to key populations, who are not homogeneous population groups; they have different needs according to their sex and age, and are especially vulnerable to violence, particularly relating to gender.

## 1. ELIGIBILITY CRITERIA

**Projects that do not meet all of the eligibility criteria will be deemed ineligible and will be rejected.**

Expertise France will first check that each submitted project meets all of the following eligibility criteria:

### 4.1 Duration

Project duration must be between 24 and 48 months.

#### **4.2 Amount requested and geographical coverage**

The total grant amount from the 5% Initiative must cover at least 50% of the project budget and be between € 500,000 and € 3,000,000.

It is mandatory for organizations with an annual budget of over €5 million<sup>3</sup> to present co-financing<sup>4</sup> of at least 10% in the project budget. Including co-financing will be judged favorably for other organizations.

Projects can be implemented in one or more countries. Projects may not exceed 5 implementing countries, unless they are supported by a pre-existing sub-regional network or organization. The relevance and added value of a multi-country project, including the benefits of a regional approach, will be subject to specific evaluation criteria.

#### **4.3 Status and partnerships**

To be eligible for a grant, applicants must meet all the following conditions:

- Be a legal entity with its head office in one of the eligible countries or in France (i.e. be legally registered in an eligible country or in France). International organizations, with the exception of regional organizations, will not be able to lead projects or receive funding.
- Projects must be implemented in partnership. Partners must be involved in project design and be responsible for implementing activities;
- Project implementation partners must be delegated implementation of the budget;
- Include at least one local partner from each implementing country;
- Organizations must not have any statutory provisions that exclude Expertise France, or any external auditor appointed by Expertise France, from carrying out on-the-spot checks and inspections and having the relevant rights to access project sites and premises where the project will be carried out, including access to all documents and electronic data concerning the technical and financial management of the project.

For this call for proposals, each organization can only submit a maximum of two letters of intent as lead applicant (lead agency). In addition, each organization can only submit three letters of intent across all the 5% Initiative calls for projects in one year.

#### **4.4 Countries**

The countries eligible for this call are:<sup>5</sup>

- |                 |              |
|-----------------|--------------|
| ▪ Algeria       | ▪ Lebanon    |
| ▪ Benin         | ▪ Liberia    |
| ▪ Burma/Myanmar | ▪ Madagascar |
| ▪ Burkina Faso  | ▪ Mali       |
| ▪ Burundi       | ▪ Morocco    |

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<sup>3</sup> The annual budget will be based on the latest approved financial year (2018 or 2019) submitted in Appendix 5. It is the applicant's total expenditure for the last approved financial year that will be taken into account.

<sup>4</sup> From internal or external (other donor) funds

<sup>5</sup> Member countries or observers of the International Organization of La Francophonie, countries eligible for grants from the Global Fund, priority countries for government development assistance

- Cambodia
- Cameroon
- Comoros
- Congo
- Côte d'Ivoire
- Djibouti
- Ethiopia
- Gabon
- Gambia
- Ghana
- Guinea
- Equatorial Guinea
- Guinea-Bissau
- Haiti
- Lao PDR
- Mauritius
- Mauritania
- Mozambique
- Niger
- Central African Republic
- Democratic Republic of Congo
- Dominican Republic
- Rwanda
- Senegal
- Sierra Leone
- Chad
- Thailand
- Togo
- Tunisia
- Vietnam

Projects must be carried out exclusively for beneficiaries in one or a combination of these countries, and must relate to eligible Global Fund focus areas (HSS, HIV, malaria, tuberculosis).

#### **4.5 Management capacity**

**The lead applicant must have sufficient capacity to manage the requested budget.**

Capacity to manage the budget will be determined based on, among other things, the organizational overview, the most recent approved annual budget and audit report, the 2020 projected budget, and a description of the team currently in charge of administrative and financial management within the organization.

The average annual cost of the project must not exceed 70% of the lead applicant's annual budget<sup>6</sup>. However, an exception may be made for applicants who have already effectively managed Expertise France funding.

For example, for an organization with an annual budget of 1 million Euros, the total amount for the project should not exceed 700,000 Euros on average per year, i.e. a total of 1.4 million Euros over 24 months or 2.1 million Euros over 36 months.

#### **4.6 Complete applications**

All the documents and information requested in **section 8** must be submitted. Incomplete applications will be rejected outright. Missing documents will not be requested retrospectively from applicants.

Only projects that meet all the eligibility criteria will be considered eligible.

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<sup>6</sup> The annual budget will be based on the latest approved financial year (2018 or 2018) submitted in Appendix 6. It is the applicant's total expenditure for the last approved financial year that will be taken into account.

#### 4.7 Renewing / continuation of existing projects

They are projects funded by the 5% Initiative that will have demonstrated results and will have conducted and made available their final evaluation before the final review of this new round of applications. **Projects of this type must attach a one-page overview to their application presenting the results and lessons learned from the previous project justifying why it should continue or be extended, presenting any developments, where necessary, and any evaluations and available studies** (these will be requested if you are pre-selected).

## 2. ELIGIBILITY OF COSTS

The following direct costs are **eligible** for the lead applicant and their partners. The costs are funded **based on actual costs** incurred by the project partners (no lump-sum will be allowed in the budget):

- The cost of project staff should correspond to actual (gross) salaries plus employer contributions and other costs included in the remuneration package. They must not exceed the salaries and costs normally received by the beneficiary organization or, where applicable, their partners, unless there is a prior justification indicating that the additional cost is essential for the implementation of the project.
- Travel and subsistence costs for staff and other persons involved in the project, provided selected options are financially sound and offer value for money. For per diems: the amount per night must be a maximum of the rate set by the French Ministry of Economy and Finance, with the exception of per diems for national staff and participants that are set in agreement with Expertise France. The current rates set by the French Ministry of the Economy and Finance are available online via the following link:  
[http://www.economie.gouv.fr/dgfip/mission\\_taux\\_chancellerie/frais](http://www.economie.gouv.fr/dgfip/mission_taux_chancellerie/frais)
- Transport: travel must be in economy class, unless prior authorization is given by Expertise France in writing.
- The cost of purchasing or leasing equipment and supplies (new or used) specifically for the purposes of the project, provided that these costs are consistent with those of the market.
- The cost of providing services, as long as they correspond to market averages, are justified in relation to the needs of the project.
- The cost of consumable goods.
- Direct costs required for the successful completion of the project (e.g. dissemination of information, translations, printing, insurance, etc.), including the cost of financial services (including the cost of transfers and financial guarantees) set out in the budget.
- The purchase of vehicles central to the implementation of activities and essential for the project to operate effectively.
- Costs (human resources and activities) related to monitoring, evaluation and learning representing between 5% and 10% of the overall project budget, including at a minimum the cost of an intermediate evaluation for each project.
- The budget can include a contingency allowance of up to 5% and administrative expenses of up to 7%.

The following are **not** eligible:

- Expenses directly linked to costs covered by the Global Fund (prevention, diagnostic and patient care activities, including health products). However, this expenditure could be

considered eligible within the framework of pilot or innovative activities aimed at scale-up or within the context of operational research.

- Salaries of civil servants or other salaries already funded by other programs, including by the Global Fund;
- Operating costs of *Country Coordinating Mechanisms* (CCMs);
- Building construction costs, excluding reasonable costs for refurbishment or upgrading work necessary to implement specific activities;
- Overhead costs other than administrative expenses (7% maximum).

**All applicants should read the "3.1 Budget notes" tab in Appendix 3.**

### **3. ASSESSMENT CRITERIA**

**Only eligible projects will be assessed.**

**Phase 1:** When reviewing letters of intent, projects that do not include the following will be rejected:

- **Objectives of the project in line with the focus of the call for proposals.**
- **Incorporation of a cross-cutting approach to gender.**
- **Clarity on how the project relates to strengthening and complementing Global Fund grants.**  
*Proposals submitted must clearly outline the link to Global Fund grants in terms of implementation, coordination, synergies and added value.*

An overview of the assessment grid for letters of intent is published on the Initiative 5% website <https://www.initiative5pour100.fr/en/appel-projets>

In addition, the following will be determining areas for selecting successful projects for funding in **phase 2 (more detail on these areas will be given to pre-selected applicants at the end of phase 1 - they are provided here for information only):**

- ***Projects with a total budget greater than 1 million*** must include **at least one reference letter** relating to one or more projects of similar amounts from the **relevant donor (s)** (Appendix 7).
- ***All projects*** must demonstrate how they complement Global Fund grants and be based on a clear and consistent analysis of the context and needs for the relevant Global Fund grants. Letter(s) of support from the **CCM (s) of the relevant country/countries** will be judged favorably.
- ***All projects*** must demonstrate strong collaboration with and involvement of project partners and beneficiaries based in the beneficiary country/countries. Each applicant organization must ensure and demonstrate **active participation of target population groups in defining the needs, programming and implementing the project**. All capacity building projects must demonstrate that they fit with beneficiaries needs. In addition, particular attention will be given to the authenticity and the long-term nature of partnerships.
- ***All projects*** must include a knowledge sharing component and provide a budget for this. It must be ensured that knowledge sharing happens systematically from the start and throughout the project.

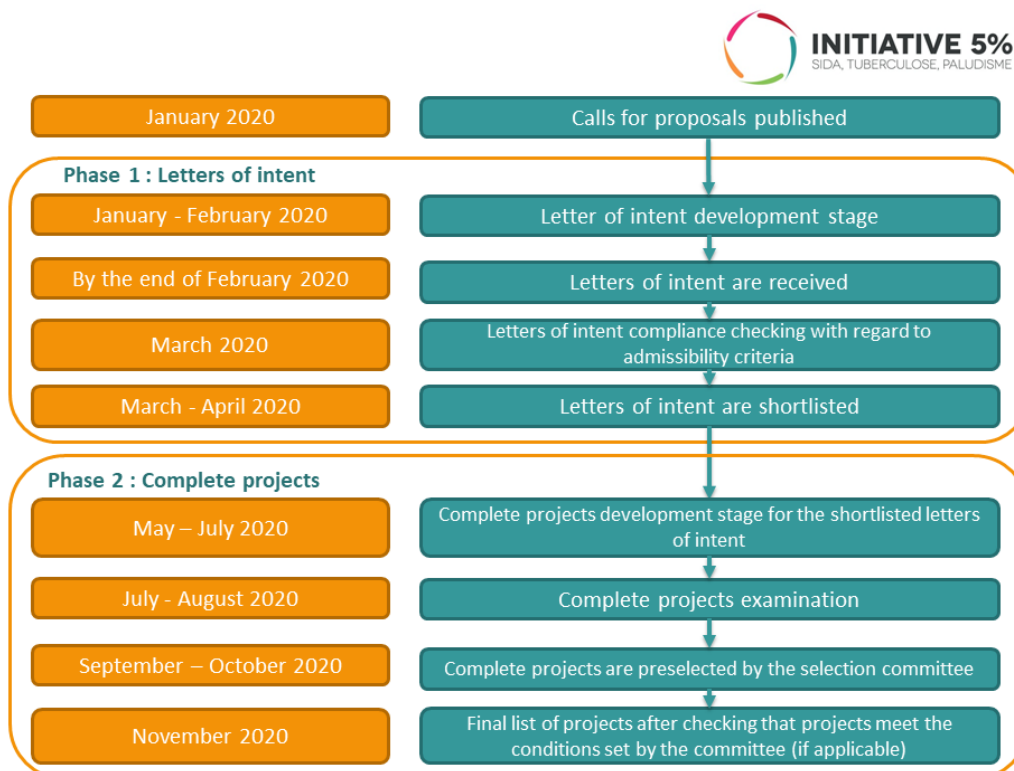


- **All projects must demonstrate their sustainability beyond the funded activities.** Clear plans for financial and institutional sustainability should be described.
- **All projects should incorporate a gender-sensitive approach and take into account the specific needs of women and men,** striving to bridge the inequalities between women and men and transform the gender roles that society assigns and that increases vulnerability to pandemics and access to care.
- **Inclusion of technical expertise to strengthen the organizational and/or technical capacity of the lead applicant and / or partner organizations will be judged favorably** - the needs identified must be described and justified in the project proposal. Project leads are encouraged to use existing methodologies to identify capacity building needs.
- **All projects must include an analysis of the potential impact of the project on the environment.** Integrating environmental approaches and sustainable solutions in operations such as procurement and supply management as well as waste management will be judged favorably.
- For projects over 500,000 Euros and 24 months, an intermediate evaluation must be budgeted for.

#### 4. SELECTION OF PROJECTS

The project selection process has two phases.

During phase 1, projects will be pre-selected based on the letters of intent. During phase 2, only pre-selected applicants will receive the documents to submit full applications. Full applications will be reviewed and will then be presented to the Pre-selection Committee in October 2020.





The Pre-selection Committee<sup>7</sup> is made up of members representing the following organizations:

- Ministry of Europe and Foreign Affairs
- Ministry of Solidarity and Health
- French Development Agency (AFD)
- Aviesan (The French National Alliance for Life Sciences and Health)
- French Red Cross
- Representatives from Coordination Sud's health commission (French civil society)

The Global Fund to Fight AIDS, Tuberculosis and Malaria is also invited to participate in the Pre-selection Committee.

The grant agreement for each project selected by the 5% Initiative Pre-selection Committee must be signed and project implementation must start within 12 months from the selection notification date. Funding for projects that do not meet these conditions will be withdrawn.

## **5. PROPOSALS: DOCUMENTS TO PROVIDE**

The templates listed below are available in French and English on the Initiative 5% website: <https://www.initiative5pour100.fr/en/appel-projets>.

Proposals must be written in French or English and include the following documents:

- 1. **Letter of intent** (using the new template provided in appendix 2)
- 2. The **simplified budget** (Appendix 2) presented in Euros (in line with the example provided in Appendix 3 - Tab 3.2 Budget)
- 3. The **administrative form** (in line with the template provided in Appendix 4)
- 4. A **copy of the lead applicant organization's articles of association**
- 5. **Latest approved annual budget** for 2018 or 2019
- 6. The lead application organization's **provisional budget** for the year 2020
- 7. **Latest annual activity report**
- 8. **Latest approved audit report**
- 9. **Letters of commitment** for each of the partner organizations involved in the project's implementation

## **6. HOW TO SUBMIT PROPOSALS**

All proposal documents must be uploaded to the Expertise France Cloud by **12 noon on February 28th 2020 (Paris time - UTC + 1)** (date and time of upload as proof).

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<sup>7</sup> The composition of this committee may be subject to change.

Applicant organizations must **request a link to access the Cloud between February 3<sup>rd</sup> and 21<sup>st</sup>** by sending an email with the subject "link request + call for projects number + chosen theme (*HSS or VP*)" to the following address: [i5pc-ap@expertisefrance.fr](mailto:i5pc-ap@expertisefrance.fr). An email containing the link and the access codes will be sent in response as quickly as possible. This link will give applicants access to an individual space on the Cloud, to which only the applicant and the 5% Initiative administrators will have access. This is where proposal files should be uploaded. **Access link requests sent after February 21<sup>st</sup> may be refused.**

**Only one access link will be created and sent to the applicant per project, and it will only be sent upon request.**

The Cloud will be open to download proposal files from **February 17<sup>th</sup> to 28<sup>th</sup> 2020 at 12 noon. (UTC +1).**

It is strongly recommended that you upload the proposal documents to the Cloud as soon as possible before the deadline of 12 noon, on February 28<sup>th</sup> 2020, to allow the time required for uploading, which may vary depending on the size of the documents and the quality of your internet connection.

Uploaded files **must be** named as follows:

- 1. Letter of intent\_call for proposals number\_ *applicant organization initials*
- 2. Budget\_call for proposals number\_ *applicant organization initials*
- 3. Admin form\_call for proposals number\_ *applicant organization initials*
- 4. Articles of association\_call for proposals number\_ *applicant organization initials*
- 5. Annual budget (*insert 2018 or 2019*)\_call for proposals number\_ *applicant organization initials*
- 6. 2020 budget\_call for proposals number\_ *applicant organization initials*
- 7. Activity report (*insert year*)\_call for proposals number\_ *applicant organization initials*
- 8. Audit report (*insert year*)\_call for proposals number\_ *applicant organization initials*
- 9. Partner letter (*insert name of the partner*)\_call for proposals number\_ *applicant organization initials (if several documents, number them 9a. 9b. 9c. etc)*

## **7. QUESTIONS ABOUT THE CALL**

Any question relating to this call for projects must be sent by email only to this address: [i5pc-ap-ro@expertisefrance.fr](mailto:i5pc-ap-ro@expertisefrance.fr), **no later than 12 noon, on February 21<sup>st</sup> 2020 (UTC + 1).**

Answers to questions received within the given deadline will be posted gradually on the 5% Initiative website <https://www.initiative5pour100.fr/en/actualites> .

It is each organization's responsibility to check for responses posted on the 5% Initiative website.