



# Call for Expressions of Interest (CEI)

The International Organization for Migration (IOM) is pleased to launch the Call for Expressions of Interest for a new project funded by USAID's Bureau for Humanitarian Assistance.

The project is titled "Supporting COVID-19 response and relief at the country level through disbursement and facilitation of sub-grants for selected diaspora organizations" and is accepting applications until May 18, 2022, at 11:59pm ET.



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## IOM WASHINGTON, DC, USA

### CALL FOR EXPRESSION OF INTEREST

#### 1 – Timeline

Call for Expression of interest ID #	US10-CEI-22-001
Posted (date)	March 22, 2022
Clarification Request Deadline	May 11, 2022
Application Deadline	May 18, 2022
Notification of Results	June 8, 2022
Implementation Start Date	June 22, 2022
Implementation End Date	November 30, 2022 (subject to donor’s approval)

#### 2 – Locations of Intervention

Subgrants are available to diaspora organizations worldwide with interventions in the following countries of origin/heritage: **Tunisia, Zimbabwe, and Lebanon (Lebanon is subject to further donor approval)**. Please note, there is no guarantee that a selection will be made for subgrants as it is subject to available funding and prior donor approval.

#### 3 – Sector(s) and area(s) of specialization

This call for expression of interest is part of the project “Supporting COVID-19 response and relief at the country level through disbursement and facilitation of sub-grants for selected diaspora organizations,” led by IOM and funded by USAID’s Bureau for Humanitarian Assistance. The goal of the project is to increase the reach and effectiveness of relief assistance to communities affected by COVID-19 through the support of new or already existing diaspora interventions. The interventions, depending on the local situation and specifications, may include, but are not limited to, the following: supporting emergency health activities, information and communication, protection services, provision of life-saving WASH assistance, systems strengthening, and focuses on vulnerabilities and critical cross-cutting issues such as economic effects of the crisis and exacerbation of the economic and mobility situation caused by COVID-19-related restrictions. Another area of intervention where diaspora’s contribution could provide an added value is in the areas of communication and awareness-raising for targeted communities: such interventions could enhance access to timely and culturally and linguistically appropriate information to support informed decision-making processes (e.g., COVID-19 vaccinations or treatments) by individuals and families, also by combatting misinformation and building trust in communities.

#### 4 – Issuing Agency

IOM Washington, DC, USA, in coordination with IOM country missions.

## 5 – Project Background

Considering the outstanding, ongoing, and urgent COVID-19 needs worldwide and recognizing diaspora members and organizations as key actors in responding to the COVID-19 pandemic, **IOM Washington, DC in coordination with IOM country missions** is launching a call for the submission of proposals from diaspora organizations interested to facilitate and strengthen the outreach, effectiveness, and scale of diasporas' initiatives in the field of COVID-19 relief and recovery. The project, *“Supporting COVID-19 response and relief at the country level through disbursement and facilitation of sub-grants for selected diaspora organizations”* is funded by USAID's Bureau for Humanitarian Assistance (BHA) and provides grants to several diaspora organizations worldwide to implement projects in the three pre-selected countries.

The sub-grants will support diaspora organizations in their processes of scaling up and strengthening their own existing or nascent initiatives to complement the COVID-19 relief and recovery efforts undertaken by local actors. Initiatives will leverage diaspora human capital, financial and other contributions, and community networks, proposing context-specific solutions, including health systems' strengthening as relevant. Through the allocation and the implementation of the subgrants, the project will also seek to promote mechanisms towards more effective coordination, communication, and synergistic opportunities among the different stakeholders involved in the response to COVID-19, such as local and international organizations, local and national governments, civil society, and diaspora actors. Therefore, organizations are encouraged to emphasize foreseen cooperation on the ground with other actors (institutional, local, and international) aligned with the goal to ensure that responses are complementary and contribute to systemic changes or, should this cooperation not be in place yet, organizations should be open to engaging in coordination systems with concerned actors on the ground.

## 6 – Expected Results

The main objective of the project *“Supporting COVID-19 response and relief at the country level through disbursement and facilitation of sub-grants for selected diaspora organizations”* is to increase the reach and effectiveness of relief assistance to communities affected by COVID-19 through the support of diaspora interventions, with a comprehensive and inclusive approach, with two expected outcomes:

1. Initiatives addressing the immediate and longer-term COVID-19 needs are strengthened through the funding and facilitation of diaspora's led interventions, while also supporting the national system's pandemic readiness in preparation for future outbreaks; and
2. Diaspora's capacities as humanitarian actors are promoted through the provision of technical assistance of selected organizations and promotion of more systematic coordination between diasporas and other stakeholders through project implementation.

## 7 – Indicative Budget

At least six grants will be awarded between the amounts of 10,000 to 40,000 USD to diaspora organizations worldwide to implement interventions in the three pre-selected countries: Tunisia, Zimbabwe, and Lebanon\* (\*Lebanon is subject to further donor approval). While the maximum amount is 40,000 USD, IOM encourages organizations to apply for the amount that corresponds to their organizational capacity, level of experience, and scope of the project. Each grant will be viable for a period of four to six months until November 2022, with the projected possibility of a no-cost extension (subject to donor approval).

## 8 – Eligibility Criteria

To be considered for a sub-grant, diaspora organizations must satisfy the following eligibility criteria:

- Registered as a Government Agency, Government Owned or Controlled Corporation, Intergovernmental Organization (IGO), International Organization (IO), Non-Government Organization (NGO), Non-Profit Agency (NPA) or other Civil Society Organization (CSO) in their country of residence, free of any political association. Registration in the country of intervention is a desired criterion, as is a history and experience of cooperation with the local stakeholders
- Established geographical presence or local partnership in location of potential intervention with added value to marginalized populations
- Established sectoral competence, experience, and evidence of excellent performance in COVID-19 related interventions or similar programs and initiatives at local, national, or regional level
- Having a minimum of two years of experience in dealing with government and administrative authorities is a plus
- Able to design interventions that are based on an assessment of needs, linked to other ongoing initiatives, produce outputs in terms of learning and knowledge, and implement innovative approaches
- Able to meet standards of financial probity acceptable to IOM/UN, with IOM able to provide additional support as needed within the context
- Have a Code of Conduct (CoC) conforming to international standards, particularly incorporating Prevention of Sexual Exploitation and Abuse (PSEA) in line with IASC Guidance [Inter-Agency Protection from Sexual Exploitation and Abuse \(PSEA\) - IOM | Emergency Manual](#) and IOM's IN/234 [IN 1 Annex 2.doc \(interaction.org\)](#) or agree to adopt a CoC based on IOM's IN/15 Standards of Conduct [Microsoft Word - IN 15 Rev 1 Standard of Conduct.doc](#)

## 9 – Other Information

One organization can submit a maximum of one project proposal. Joint applications from multiple organizations are welcome, with a designated lead implementing partner. Altogether, IOM will select at least six projects with interventions in the three countries mentioned above under Section 2, Locations.

Eligible projects will be funded and supported by IOM Washington, DC, and by IOM country missions in the locations listed in Section 2, Locations. This support includes monitoring support at the implementation phase, conducted by country offices' engagements, and capacity-building opportunities facilitated by IOM Washington at all stages of project development and implementation. Recording of lessons learned aimed at benefiting diaspora organizations and supporting engagement in humanitarian assistance at large will also be conducted. The selected organizations are expected to take part in all stages of the project implementation cycle including capacity building, project monitoring and evaluation processes, tracking and collecting data, meeting stakeholder reporting requirements and report scheduling, commitment to participate in interviews, focus groups, surveys, and final lessons learned session and knowledge sharing adhering to IOM and USAID guidelines for project implementation and reporting.

## 10 – Sub-grant Proposal Selection Rubric

Selection Measure	Description	Weight
Clarity of activities and expected results	Alignment with identified demands for clear impacts on country-specific COVID-19 related needs.  Soundness of the design of proposed interventions and of the plan for implementation and timeline.	25
Budget alignment and cost-effectiveness	Quality and consistency of the budget with the project activities.  Partner contributions in project implementation (as applicable, not required).	20
Local experience and presence	Pre-existing operations, related to the proposed interventions and/or location where interventions are proposed.  Level of coordination and partnerships with local actors.	10
Project design and relevance of the proposal to achieving expected results	Level of systemic strengthening components related to longer-term COVID-19 recovery and preparedness in addition to relief efforts.  Clear, realistic, measurable goals and outcomes.  Potential risks identified and details of overcoming challenges provided.	30
Sector expertise and complementarity	Level of understanding of COVID-19 related needs and understanding of sectors proposed for intervention.	10
Sustainability of intervention	Intended benefits over an extended period are identified and achieved by engagement with local stakeholders and knowledge sharing.	5

## 12 – Application Documents

Description	URL
ANNEX A - Applicant Background Information	<a href="#">Annex A - Applicant Background Information</a>
ANNEX B - Terms of Reference	<a href="#">Annex B - Terms of Reference</a>
ANNEX C - Applicant's General Information Questionnaire	<a href="#">Annex C - Applicants General Information Questionnaire</a>
ANNEX D1 - Budget Template	<a href="#">Annex D1 - Budget Template PIA</a>
ANNEX D2 - Concept Note Template	<a href="#">Annex D2 - IOM IP Concept Note Template with Guideline</a>
ANNEX E1 - Financial Reporting Template (for your reference only, not required with application)	<a href="#">Annex E1 - Financial Reporting Format</a>

ANNEX E2 - Narrative Reporting Template (for your reference only, not required with application)	<a href="#">Annex E2 - IOM 8+3 Template for Implementing Partners</a>
ANNEX F - Project Implementation Agreement Template (for your reference only, not required with application)	<a href="#">Annex F - B1 Project Implementation Agreement EN - 101321</a>

### 13 – Additional Information and How to Contact

For more information on this partnership opportunity and to apply, please visit: [Diaspora’s Engagement in COVID-19 Response and Relief](#) page on IOM’s iDiaspora platform.

The organizations responding to this call need to demonstrate their capacity to implement all listed activities as a single package. Partial applications for individual activities will not be considered.

IOM reserves the right to cancel/reduce the scope of planned activities or to introduce new/broaden the scope of the existing activities. Selected applicants need to be ready to develop a detailed budget based on submitted proposal in two weeks upon receiving the notification from IOM.

All applicants will receive written notification within the two weeks after the deadline for the submission of Concept Note, of the outcome of the selection process. Should an applicant request further clarification, IOM will provide a response explaining the transparency and integrity of the selection process undertaken.

IOM reserves the right to decline disclosure of the specificity of decision derived by the IOM Washington mission due to reasons related to confidentiality.

IOM reserves the right to accept or reject any Expression of Interest, and to annul the selection process and reject all Expression of Interest at any time, without thereby incurring any liability to the affected applicants.

For more information, please contact Ljubica Salamic in writing by sending an email to [lsalamic@iom.int](mailto:lsalamic@iom.int) before May 11, 2022.

### 14 – Submission Guidelines for the Expression of Interest

1. The Application must be submitted electronically to IOM Washington, DC, office at the following email addresses: [diasporaforhumanity@iom.int](mailto:diasporaforhumanity@iom.int) and [lsalamic@iom.int](mailto:lsalamic@iom.int) with “Covid-19 sub-grant proposal” in the subject line no later than **May 18, 2022 at 11:59 PM EDT**. Late Applications will not be considered.
2. A detailed description must be provided on how the eligibility criteria and requirements specified in the Call for Expression of Interest (CEI) issued by IOM will be matched by the capabilities, experience, knowledge and expertise of the applicants.
3. The Application must be submitted in the English language and in the format prescribed by IOM within the CEI. All required information must be provided, responding clearly and concisely to all the points set out. Any application which does not fully and comprehensively address this CEI requirements may be rejected.
4. The Application document should comprise of the following:
  - a. Applicant Background Information, available at [Annex A](#)
  - b. Terms of Reference, available at [Annex B](#)
  - c. Applicant’s General Information Questionnaire, available at [Annex C](#)
  - d. Budget plan, available at [Annex D1](#)
  - e. Concept Note, available at [Annex D2](#)

- f. Any other relevant documents (copy of the proof of registration as a legal entity, copy of previous audit reports by the UN or other international organizations, copies of awards or recognition letters, etc.)
5. Applications may be modified or withdrawn in writing, prior to the closing time specified in this Request for Expression of Interest. Applications shall not be modified or withdrawn after the deadline.
6. The applicant shall bear all costs associated with the preparation and submission of the application and IOM will not in any case be responsible and liable for the costs incurred.
7. At no occasion will IOM ask an application fee from applicants.
8. All information given in writing or verbally shared with the applicant in connection with this CEI is to be treated as strictly confidential. The applicant shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the selection process has been completed regardless of whether the applicant application is successful.
9. IOM will treat all information (or that marked proprietary/sensitive/financial) received from applicants as confidential and any personal data in accordance with its Data Protection Principles.
10. By submitting an application, the applicant consents to IOM to share information internally with the selection committee.
11. IOM reserves the right to accept or reject any application, and to cancel the process and reject all applications, at any time without thereby incurring any liability to the affected applicants or any obligation to inform the affected applicant of the ground for IOM's action.
12. Organizations with successful proposals will be contracted by IOM with a Partnership Implementing Agreement. Please do not reach out to inquire about the status of the application, IOM Washington will reach out to the selected organizations and will inform the non-selected via email communication.