ROBERT CARR FUND FOR CIVIL SOCIETY NETWORKS

2019 STRATEGIC OPPORTUNITY FUNDING

APPLICATION FORM

Contents

1. APPLICANT CONTACT DETAILS

An individual network-applicant and/or a consortium of networks applying for funding must clearly indicate an organizational entity that holds the overall responsibility for the proposal and its implementation, in case the funding is granted.

Organization responsible for the application

A.	**Contract Address**	[Name] [Street/PO Box] [City] [Province/State] [Postal Code] [Country]
B.	**Focal Point** **(formal contact person):**	[Name] [Telephone number – including country code] [E-mail address]
C.	**Person responsible for financial administration:**	[Name] [Telephone number – including country code] [E-mail address]
D.	**Executive director or equivalent:**	[Name] [Telephone number – including country code] [E-mail address]
E.	**Is the applicant a registered entity?**	☐ YES ☐ NO If **NO**, please explain: 1. When the organization came into existence; 2. Why it is not legally registered; 3. If you are in the process of becoming registered [max. 50 words]
F.	**If NO, are you applying in partnership with a fiscal host, who is responsible for your financial management (e.g. if the applicant is not a registered entity)?**	☐ YES ☐ NO If **YES**, please complete section 1.1 Fiscal Host If **NO**, please note that in case of a grant awarded only registered entities can formally sign project agreements for grant implementation.

1.1 FISCAL HOST

A. Contract Address

[Name]
[Street/PO Box]
[City]
[Province/State]
[Postal Code]
[Country]

B. Focal Point (formal contact person):

[Name]
[Telephone number – including country code]
[E-mail address]

C. Please specify the organizational entity:

☐ NGO
☐ Charitable Trust
☐ Foundation
☐ Community-based organization
☐ Other (please specify [max. 50 words])

D. Does the organization have previous experience as a fiscal host?

☐ YES
☐ NO

If **YES,** please specify:

[max. 300 words]

2. APPLICANT ELIGIBILITY CHECK

The following questions are provided to help you define if you, as applicant, are eligible to apply for the Strategic Opportunity RFP.

Please note: if the answer is 'no' to any one of the questions below, you are not eligible to be a lead applicant. If you determined that you are not eligible to lead/or apply on your own, you can consider applying as part of a collaborative proposal led by an eligible global or regional network.

A. Is your application submitted/led by a regional or global network as defined by the RCF?

☐ YES
☐ NO

B. Is your application submitted/led by a current or previous grantee of the RCF?

Please note, for this RFP, the lead applicant must be a network that has received funding (directly or through consortia) from the RCF at any point during the past six years

☐ YES
☐ NO

If **YES**, please specify for which grant round(s) the lead applicant was receiving funding (directly or through a consortia) from the RCF:

☐ RFP 2012 (grant period 2013)
☐ RFP 2013 (grant period 2014-2015)
☐ RFP 2015 (grant period 2016-2018)
☐ RFP 2018 (grant period 2019-2021)

If **NO**, please refer back to the RFP Section 4. Eligibility

C. Does your application invest in the health, wellbeing and human rights of inadequately served populations (ISP) in the context of HIV?

☐ YES
☐ NO

D. Does your application specifically address one or more of the RCF's intended results:

- network strength and influence;
- access of ISPs to HIV services;
- human rights of ISPs;
- HIV resource accountability.

☐ YES
☐ NO

E. Does the application specifically address at least one of the funding <u>priorities for this Strategic Opportunity RFP</u>:

- **movement leadership** to ensure a stronger, continuous community-led and rights-based response to HIV;
- **financial health and resilience of ISP programs** to assure that ISPs are not forgotten or left behind in the funding landscape;
- **innovation, learning and partnerships** to ensure that networks can use the lessons they have learned to develop more effective approaches in the current environment.

☐   YES
☐   NO

3.   APPLICANT INFORMATION

Where there is referral to the "applicant" in this form, it refers to a network or consortium of networks applying for funding.

Note: Depending on the type of applicant, some questions will automatically be skipped. You are only required to answer the questions for which you are prompted.

A. Applicant's name: [Full name and abbreviation]

B. Application title: [max. 20 words]

C. Type of applicant: ☐   Consortium of networks *(Please answer section 3.1)*
                                       ☐   Single network (Global) *(Please answer section 3.2)*
                                       ☐   Single network (Regional) *(Please answer section 3.2)*

3.1 OVERVIEW OF A CONSORTIUM
(Only applicable to consortium applicants)

A. Please provide a full list of the consortium members (full organization names and their abbreviations, where applicable)

[max. 300 words]

B. Describe why the consortium is composed of these members and what value each individual member of the consortium adds to the shared goal/objective of the proposal

[max. 300 words]

C. Does the organization that serves as the consortium lead have previous experience as a lead/principle recipient of funds for a group of partners?

☐ YES
☐ NO

If **YES**, please specify

[max. 300 words]

D. Short description of the lead organization, including its track record.
Please provide examples of your innovative approaches and lessons learnt from your previous efforts to find innovative solutions to your internal or environmental challenges

[max. 300 words]

Kindly provide a maximum of two links (e.g. network/ organization website, social media, etc.) to written or visual material that provides more information on your previous innovative efforts in support of the track record described above.

Link 1:   [Website address]

Link 2:   [Website address]

3.2 OVERVIEW OF A REGIONAL / GLOBAL SINGLE NETWORK

(Only applicable for single network applicants)

A. Short description of the network, including its track record

Please provide examples of your innovative approaches and lessons learnt from your previous efforts to find innovative solutions to your internal or environmental challenges

[max. 300 words]

Kindly provide a maximum of two links (e.g. network/organization website, social media, etc.) to written or visual material that provides more information on your previous innovative efforts in support of the track record described above.

Link 1:   [Website address]

Link 2:   [Website address]

4. DESCRIPTION OF PROPOSED SCOPE OF ACTIVITIES AND CORE NEEDS

A. Which of the following funding priorities of the Strategic Opportunity RFP does your application address (please check at least 1):

☐ **movement leadership** to ensure a stronger, continuous community-led and rights-based response to HIV;

☐ **financial health and resilience of ISP programs** to ensure that ISPs are not forgotten or left behind in the funding landscape;

☐ **innovation, learning and partnerships** to ensure that networks can use the lessons they have learned to develop more effective approaches in the current environment.

B. The RCF intends this funding to support real creativity, innovation, exploration and struggles. The RCF is concerned about the future of ISP-led organizing and the future of the HIV response. In many ways, doing the same thing the same way with the same people may not be sufficient to end the HIV epidemic or to realize people's human rights and access to services throughout the world. Therefore the RCF wants this funding to help networks to consider change and new ways to influence change.

Below please describe what you propose to do to address your selected funding priority/ies within this Strategic Opportunity RFP. Please explain why your proposed scope of work is innovative and how you plan to implement it within 18 months, specifically addressing each of the following questions below [max. 1600 words total – per each funding priority selected):

1. What **struggle or challenge** is your proposal/solution trying to address?

[max. 200 words]

2. What aspects of your proposed activities are **new, innovative and different** for your network or the HIV movement?

[max. 200 words]

3. What is the cost or danger of not doing this now?

[max. 200 words]

4. What is the basis for believing these proposed activities and potential results are achievable?

[max. 200 words]

5. Imagine this proposal is funded and the proposed activities are implemented successfully. **What would success look like**?

[max. 200 words]

6. Who would benefit the most from your success and achieved results, and when?

[max. 200 words]

7. Imagine this proposal is funded and the proposed activities failed. **What and how would you learn from your failure?**

[max. 200 words]

8. Imagine this proposal is funded and the proposed activities are implemented successfully during the grant period of July 2020 to December 2021. **What is your vision for a follow-on after the 18-month grant?**

[max. 200 words]

C. The funding priorities of the Strategic Opportunity RFP fall within the RCF's results framework, which corresponds to its Theory of Change. Please select at least 1 results area from the list below that your proposed scope of work within this RFP will contribute to:

☐ **Result area 1: Network strength and influence.**
Indicators that measure this result include:
- *Number of networks that have improved basic organizational status (e.g. registration, full time staff).*
- *Number of networks that show increased fiscal capacity and sustainability.*
- *Number of networks that are more representative of their constituencies and more democratically governed.*
- *Number of networks that show increased influence and capacity to unite and mobilize movements.*

☐ **Result area 2: Human rights**
Indicators that measure this result include:
- *Number of networks that contribute to an improved human rights environment for at least one ISP.*

☐ **Result area 3: Access to services.**
Indicators that measure this result include:
- *Number of networks that contribute to increased access to services and programs.*
- *Number of networks that contribute to increased quality of programs and services.*

☐ **Result area 4: Resource accountability.**
Indicators that measure this result include:
- *Number of networks that contribute to increased and sustainable financing of HIV response including ISP programs.*
- *Number of networks that contribute to improved fiscal accountability.*

D. Please describe your expected results below, providing information on the environment in which you will be working to achieve your results as well as the results themselves applying the indicators used by the RCF.

Before filling out this section of the application, please carefully review Annex 1 of the RFP "Overview of the Monitoring and Evaluation for Learning Framework" describing the Fund's Monitoring, Evaluation for Learning (MEL) Framework.

Please complete the following environmental and outcome indicators if your proposed scope of work (4.C) within this RFP will contribute to the result area 1, <u>Network strength and influence</u>:

Environmental Indicator 1 (EI1): The legal and policy framework allows for freedom of association for ISP/civil society networks, including their right to establish/register and operate as non-profit/non-governmental entities without discrimination.

	Very Enabling Environment	Somewhat Enabling Environment	Neutral Environment	Somewhat Hostile Environment	Very Hostile Environment
Description (1-3 sentences) and evidence					

Outcome Indicator 1 (OI1): Networks have improved basic organizational status (e.g. registration, full time staff).

Activities, timeline, and expected achievements (3-5 sentences)	

Outcome Indicator 2 (OI2): Networks show increased fiscal capacity and sustainability.

Activities, timeline, and expected achievements (3-5 sentences)	

Outcome Indicator 3 (OI3): Networks are more representative of their constituencies and more democratically governed.

Activities, timeline, and expected achievements (3-5 sentences)	

Environmental Indicator 2 (EI2): ISP/civil society networks experience freedom of expression without harassment by government and other influential entities.

	Very Enabling Environment	Somewhat Enabling Environment	Neutral Environment	Somewhat Hostile Environment	Very Hostile Environment
Description (1-3 sentences) and evidence					

Outcome Indicator 4 (OI4): Networks show increased influence and capacity to unite and mobilize movements.

Activities, timeline, and expected achievements (3-5 sentences)	

Please complete the following environmental and outcome indicators if your proposed scope of work (4.C) within this RFP will contribute to the result area 2, <u>Human rights:</u>

Environmental Indicator 3 (EI3): ISPs (*answer only for the ISP you represent*) rights are protected by policy and/or legislation, which is enforced and allows for effective redress of violations.

	Very Enabling Environment	Somewhat Enabling Environment	Neutral Environment	Somewhat Hostile Environment	Very Hostile Environment
Description (1-3 sentences) and evidence					

Outcome Indicator 5 (OI5): Networks contribute to an improved human rights environment for at least one ISP.

Activities, timeline, and expected achievements (3-5 sentences)	

Please complete the following environmental and outcome indicators if your proposed scope of work (4.C) within this RFP will contribute to the result area 3, Access to services:

Environmental Indicator 4 (EI4): ISP (*answer only for the ISP you represent*) experience full access to rights-based, quality HIV services.					
	Very Enabling Environment	Somewhat Enabling Environment	Neutral Environment	Somewhat Hostile Environment	Very Hostile Environment
Description (1-3 sentences) and evidence					

Outcome Indicator 6 (OI6): Networks contribute to increased access to services and programs.	
Activities, timeline, and expected achievements (3-5 sentences)	

Outcome Indicator 7 (OI7): Networks contribute to increased quality of programs and services.	
Activities, timeline, and expected achievements (3-5 sentences)	

Please complete the following environmental and outcome indicators if your proposed scope of work (4.C) within this RFP will contribute to the result area 4, Resource accountability:

Environmental Indicator 5 (EI5): The funding environment allows for sufficient allocation of resources for HIV prevention, testing, care, and treatment.					
	Very Enabling Environment	Somewhat Enabling Environment	Neutral Environment	Somewhat Hostile Environment	Very Hostile Environment
Description (1-3 sentences) and evidence					

Outcome Indicator 8 (OI8): Networks contribute to increased and sustainable financing of HIV response including ISP programs.	
Activities, timeline, and expected achievements (3-5 sentences)	

Environmental Indicator 6 (EI6): The funding environment allows for sufficient allocation of resources for advocacy and other supportive enabling environment programming for ISPs.					
	Very Enabling Environment	Somewhat Enabling Environment	Neutral Environment	Somewhat Hostile Environment	Very Hostile Environment
Description (1-3 sentences) and evidence					

Outcome Indicator 9 (OI9): Networks contribute to improved fiscal accountability.	
Activities, timeline, and expected achievements (3-5 sentences)	

E. Population(s) served

Please indicate the major Inadequately Served Population (ISP) group(s) that are intended as beneficiaries of the work and involved in governance, leadership and decision making of your network/s.

- ☐ **People living with HIV (PLHIV)**
- ☐ **Sex workers (SW)**
- ☐ **Women and men who use drugs**
- ☐ **Gay men and other men who have sex with men (MSM)**
- ☐ **Transgender people**
- ☐ **Prisoners**
- ☐ **Women & girls**
  Please specify, indicating why they can be considered ISP depending on the dynamic of the epidemic [max. 250 words]
- ☐ **Youth**
  Please specify, indicating why they can be considered ISP depending on the dynamic of the epidemic [max. 250 words]
- ☐ **Migrants**
  Please specify, indicating why they can be considered ISP depending on the dynamic of the epidemic [max. 250 words]
- ☐ **People living in rural areas**
  Please specify, indicating why they can be considered ISP depending on the dynamic of the epidemic [max. 250 words]

F. Please tick the level(s) as appropriate for your activities and results:

(e.g. The activities can include a campaign to increase funding for quality services for ISP, which can be directed to the Global Fund (Global level) and/or in East Africa (regional level) and/or at decision makers at the country level (national level))

- ☐ Global level[1]
- ☐ Regional level[2]
- ☐ National level[3]

G. Please specify the applicable regions where your activities will take place:

- ☐ Eastern and Southern Africa
- ☐ West and Central Africa
- ☐ Middle East and North Africa
- ☐ Asia and Pacific
- ☐ Eastern Europe and Central Asia
- ☐ Latin America and the Caribbean
- ☐ North America

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[1] In order for a grantee to claim **global geographical coverage**, it must: (1) have conducted a series of activities directed at a global body/institution (e.g. the Global Fund Board/World Health Organization/UNAIDS PCB etc.) or global process (e.g. UNGASS on Drugs/High Level Meeting on AIDS etc.); AND/OR (2) have conducted a sequence of activities over the course of one year in at least 3 regions.

[2] In order for a grantee to claim **geographical presence or coverage in a region**, it must: (1) have conducted a series of activities directed at a regional body (e.g. African Union or European Union) or a regional process (e.g. Global Fund multi-country dialogue or a regional consultation or a campaign targeting at least 3 countries in that region etc.); AND/OR (2) have conducted a sequence of activities over the course of one year in at least 3 countries in the region; AND/OR (3) have active national network members operational in at least 3 countries in the region.

[3] In order for a grantee to claim **geographical presence or coverage in a country**, it must: (1) have conducted a sequence (i.e. more than 2) of interrelated activities over the course of 1 year in the same country; AND/OR (2) have an active national network member operational in that country.

5. BUDGET

Each applicant is required to fill out the RCF Excel budget form – available here. Please choose "save+next" or "save +close" before viewing the form. This form has five tabs, which need to be completed and uploaded

- **Tab 1: Summary per partner**
  Please provide the requested RCF budget per network/consortium partner and per type of costs (core and/or activity costs). The total of this summary per network/consortium partner should be equal to the total requested RCF budget for 18 months.

- **Tab 2-3: Core and Activity Budget in US Dollars**
  In the second and third tab the applicant is required to fill out the requested budget for 18 months in the period of 2020-2021 per type of costs and per activity. This should be in line with the eligible costs for funding described in Annex 3 of the RFP, Cost Eligible for Funding . The budget applied for should furthermore be in line with the planned activities as described under section 4 of this application form.

  Please note that rows can be added to describe your activities and budget accurately.

  Costs associated with grant administration can be covered under core costs and/or consortium costs.

- **Tab 4: Work Plan 2020-2021**
  In the fourth tab describe your activities linking activities and costs to RCF outcomes, regions and ISPs.

- **Tab 5: Sources of funding**
  Please fill out the secured or expected sources of funding for 2020-2021.

6. REQUIRED SUPPORTING DOCUMENTATION

The requested supporting documents for single networks applicants and lead organizations of a consortium are:

- **A.** If applicable, a copy of a registration certificate or other proof of registration.
- **B.** A copy of the articles of association or bylaws.
- **C.** A description of the governance structure and network membership.
- **D.** The most recent audited accounts.

Additional required documents for consortia:

- **E.** A copy of the signed consortium's multilateral memorandum of understanding (MoU).

Additional required documents for fiscal hosts:

- **F.** A copy of a registration certificate or other proof of registration.
- **G.** A copy of the articles of association or bylaws.
- **H.** The most recent audited accounts.
- **I.** A contract or MoU between the applicant network and fiscal host/representing organization.

If one or more of the requested documents cannot be provided, please explain why these cannot be attached to the proposal:

[max. 200 words]