

ANNEX C: CALL FOR EXPRESSION OF INTEREST ISSUED BY UNHCR UKRAINE

Introduction

Within the framework of the United Nations, the Office of the United Nations High Commissioner for Refugees (UNHCR) is mandated to provide international protection to refugees and other persons of concern worldwide. UNHCR's primary purpose is to safeguard the rights and well-being of people who were forced to flee across borders, are forcibly displaced within their country or are without citizenship (stateless). UNHCR has been present in Ukraine and officially registered with the Government of Ukraine since 1991, supporting refugees, asylum seekers and stateless persons. Since 2014, UNHCR also advocates for the rights of and provides material assistance to internally displaced Ukrainians.

Call for Expression of Interest (CEOI)

The purpose of this Call for Expression of Interest (CEOI) is to solicit interest from existing or prospective partners that wish to participate in the UNHCR operation in Ukraine and contribute complementary resources (human resources, knowledge, funds, in-kind contributions, supplies and/or equipment) to achieving common objectives as agreed in a Project Partnership Agreement (PPA). Through the submission of relevant documents (Concept Note with a project proposal) in English, a prospective partner can express interest, demonstrate its capacity as well as advantage and value added for undertaking a project in a specific sector. The Concept Note shall enable UNHCR to select the best fit and capable partner for the specified goals and objectives.

Submission

Organizations are kindly requested to respond with a Concept Note and supporting documents, using the templates provided. Existing and potential partners are required to submit their application through the UNHCR Partner Portal at <https://partner.unhcr.org>. Organizations not yet registered with UNHCR will have to register first with the UNHCR Partner Portal in order to respond to this Call.

Decision and Notification

All Concept Notes submitted in English and received by the specified deadline will be evaluated by UNHCR multi-functional teams. Applicants with submissions that meet the selection criteria but without a previous implementation record with UNHCR will be contacted for a risk assessment. The result will be reviewed by an appointed committee and submitted to the UNHCR Representative in Ukraine for the final decision. The final decision by the Representative will be communicated to the selected organization in writing and also uploaded in the partner portal. Applicants with Concept Notes not selected will not be notified.

CALL FOR EXPRESSION OF INTEREST No. 1/2018

Project title and Identification:	Project Location:
Community Empowerment and Social Assistance to Refugees and Asylum Seekers	Odesa city, Odesa oblast
Brief Background of the Project:	
<p>Ukraine is a signatory to the 1951 Geneva Convention on Refugees and has relevant national legislative and procedural frameworks, but provides only very limited material assistance to refugees and asylum seekers. Under its mandate, UNHCR provides material assistance as well as legal advice and other support to persons of concern (PoC) in order to enable them to live in safety and dignity in Ukraine.</p> <p>Based on assessed needs, UNHCR wishes to improve its support to refugees and asylum seekers living in urban and rural areas of Odesa oblast through a social assistance project that effectively addresses and reduces vulnerabilities of the identified communities, in line with UNHCR strategic priorities.</p> <p>The target population of this CEOI covers approximately 600 families living in Odesa city and other areas of Odesa oblast.</p>	
Goal/Objective, Expected Outcome and Main Activities:	
Goal: Protection and Mixed Solutions	
Objective: 410-Health status of the population improved	
Problem: While medical care is in principle available free of charge for recognized refugees and beneficiaries of complementary protection, some fees and other costs apply or public health service providers are not aware of the rights of this population group. Currently, asylum seekers have only access to free emergency medical care and are charged for most medical services as foreigners. In addition, the asylum seekers access to medical care might be negatively affected by the on-going reforms in the health system in Ukraine.	
Annual impact target: 80% of the target population has access to primary health care.	
Output: 410AA-Access to primary health care services provided or supported	
Activities:	
<ul style="list-style-type: none">• Advocacy for access to the national health care system of refugees and asylum seekers;• Awareness raising activities on the rights of refugees and asylum seekers among healthcare providers;• Organizing referrals to specialized hospitals for defined cases of vulnerable refugees and asylum seekers (PoCs) in coordination with UNHCR;• Facilitate access to health care for vulnerable persons of concern by concluding service contracts with relevant medical service providers (local hospitals, polyclinics, pharmacies, etc.);• Health awareness and information campaigns (in particular HIV/AIDS and STI) for PoCs, including through communities and using refugees and a/s as community outreach volunteers to promote better home-based care, encourage health seeking behaviour, identify vulnerable individuals and households, and help other refugees overcome administrative and bureaucratic barriers in the health system;• Research on potential local health insurance coverages for PoCs, including mechanisms such as community based health insurance or mutual health insurance.	
Annual performance target: 400 individuals	

<p>Problem: There are no specific provisions in the national health and social welfare system to support vulnerable refugees and asylum seekers with specific needs, such as disabilities or psychological needs. Awareness by government service providers of the rights of this population group remains low.</p>
<p>Annual impact target: 97% of persons of concern with disabilities receive services for their specific needs.</p>
<p>Output: 419AG-Support to PoC with specific needs provided</p>
<p>Activities:</p> <ul style="list-style-type: none"> • Counselling of asylum seekers regarding rights and state benefits they are eligible for and provision of legal interventions to access those; • Assistance to unaccompanied and separated children with placement to specialized state institutions available for Ukrainian nationals; • Provision of Ukrainian language courses and computer literacy trainings; • Provision of material assistance to refugee/asylum seeker adults and children as per UNHCR criteria through local procurement of goods; • Social and medical assessment for resettlement purposes when requested by UNHCR; • Conduct monitoring visits to Temporary Accommodation Centers for Refugees in Odesa; • Establish and maintain contacts with the NGOs working with people with specific needs (disabilities, elderly, children, etc.) and negotiate inclusion of UNHCR POCs to their assistance programs as well as establish referral mechanism of relevant cases; • Ensure inclusion of people with specific needs from among refugees and asylum seekers to communication with local population of the same category (with disabilities, elderly, etc.) to promote their integration and exchange of experience on common issues.
<p>Annual performance target: 600 individuals; 40 individuals with disabilities.</p>
<p>Output: 419AH-Sectoral cash/vouchers provided</p>
<p>Activities:</p> <ul style="list-style-type: none"> • Provision of material assistance (clothing, hygiene kits, food) to vulnerable refugees and asylum seekers through a voucher system with a UNHCR-contracted supplier; • Assessment of vulnerability according to defined criteria for the purpose of inclusion in the UNHCR cash assistance programme for especially vulnerable refugees and asylum seekers.
<p>Annual performance target: 250 individuals</p>
<p>Output: 419AK-Specific services for persons of concern with psychosocial needs provided</p>
<p>Activities:</p> <ul style="list-style-type: none"> • Social and psychological counselling of refugees/asylum seekers with psychosocial needs; • Counselling of refugee/asylum seeker women, girls, men and boys on questions related to sexual and gender-based violence (SGBV); • SGBV incident case management; • Linking psychological/psychosocial support with community-based protection activities (support to self-help groups, identification, engagement and training to community volunteers); • Work with local institutions and non-governmental organizations providing psychological assistance and negotiate on inclusion of refugees and asylum seekers to their services.
<p>Annual performance target: 100 individuals</p>
<p>Objective: 420-Education</p>
<p>Problem: While primary and secondary education are free of charge in Ukraine and children of refugees and asylum seekers have access to the national education system, the economic situation and/or cultural traditions of this population group often lead to low enrollment rates. In the absence</p>

of a comprehensive national support system for unaccompanied minors/separated refugee/asylum seeking children, additional advocacy and material support is needed for this particular group of persons of concern.	
Annual impact target: 100% of primary school age children enrolled in primary education	
Output: 420BC-Sectoral cash/vouchers provided	
Activities:	
<ul style="list-style-type: none"> • Assistance with registration/enrolment of children of vulnerable refugee/asylum seeker families in kindergarten or school and receiving all state benefits for schoolchildren equally with the Ukrainian citizens; • Assistance with registration of refugees/asylum seekers into evening school and vocational training courses; • Establishing relations with local providers of educational and development activities and negotiate on inclusion of refugees in them, particularly making focus on children and youth; • Promote education and integration among refugees and asylum seekers through communities; • Provision of material assistance (school uniforms, stationary, other material) to vulnerable refugee/asylum seeker families with children of primary school age. 	
Annual performance target: 150 families with children	
Objective: Community mobilization strengthened and expanded	
Problem: UNHCR persons of concern are often dispersed and isolated from the Ukrainian population with whom they lack social, cultural or linguistic ties. Beneficiaries are often unable to access the asylum procedure, their social and economic rights, health care, or even file a police report due to the lack of awareness regarding their rights, appropriate government agencies, Ukrainian legislation and procedures, and so on. Hence, they are in need of legal and social empowerment. Through meaningful and equal participation of all groups of persons of concern (women, men, older persons, persons with disabilities, adolescents, and others), the communities need to identify common objectives and prioritize key protection issues and solutions that will be reflected in UNHCR's programme design and implementation.	
Annual impact target: 60 % of programme priorities identified by the community that are implemented	
Output: 510AO - Community self-management supported	
Activities:	
<ul style="list-style-type: none"> • Support community groups in building their capacities to address their protection risks; • Conduct trainings to enhance the awareness and activities of refugees in decision-making processes; • Facilitate access of refugees to participation in decision-making processes through inclusion in community groups, councils, working groups; • Identify and implement peaceful coexistence projects and community mobilization projects. 	
Annual performance target: 10 community groups supported	
Intended Population of Concern:	
Refugees and asylum seekers in urban areas in Ukraine	
Project Period [estimated start and end dates of project]:	
March-December 2018	
Submission Deadline:	Date Decision Results to be Communicated to Applicants:
11 February 2018	7 March 2018
Selection Criteria	

Selection Criteria		
Criteria	Criteria Description	Assigned Weighting
✓	Sector expertise and experience: the required specific skills, sector specialists, knowledge and human resources.	20
✓	Project management: ability to deliver project objectives, accountability mechanisms and sound financial management, taking into account the audit results of the previous UNHCR-funded projects, past performance and the external audit of partners' financial statements, where applicable.	20
✓	Local experience and presence: ongoing programme in the area of operation; local knowledge; engaging refugees and other persons of concern; trust from local communities; local presence; partner policy on community relations; complaint mechanisms for persons of concern; self-organized groups of persons of concern; and other factors that would facilitate access to and better understanding of the persons of concern and that would reduce administrative difficulties.	20
✓	Contribution of resources: evidenced and documented contribution of resources to the Project in cash or in-kind (e.g. human resources, supplies and/or equipment) by the partner that are presently available (or potentially mobilized by the partner) in order to supplement UNHCR resources.	5
✓	Cost effectiveness: level of direct costs and administrative costs imposed on the Project in relation to project deliverables.	10
✓	Partner's capacity to undertake procurement: ability to undertake large-scale procurement, prior procurement experiences and value of procurement. Functioning procurement unit in the country of operation. Established effective internal-controls and PQP status (when procurement is US\$100K and above).	20
✓	Experience working with UNHCR: global and/or local partnerships including knowledge of UNHCR policies, practices and programmes, including an understanding of and ability to work within UNHCR's funding limitations and associated inherent risks. Partners that have three consecutive qualified audit opinions for UNHCR-funded projects may not be considered.	5
Other information: UNHCR will consider only concept notes submitted by non-profit non-government organizations (NGOs) registered with the government of Ukraine and authorized to cooperate with international agencies and the UN and maintaining a bank account in UAH currency in Ukraine.		

Reference

CEIUKR2018001

Issuing UNHCR Office

UNHCR Ukraine

Contact Address

16, Lavrska Str., Kyiv 01015

Contact Email

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Signature, Head of Office


Pablo Mateu, Representative

Full name and title, Head of Office

Date

5/01/2018

ANNEX D: CONCEPT NOTE [TO BE SUBMITTED BY PARTNER]

Note: The purpose of the **Concept Note** is for the partner to express interest and demonstrate its unique advantage and value added for undertaking the **Project Partnership Agreement**.

The **Concept Note** is not a full and well-defined description of a **Project**. The detailed Project and its budget will be fully elaborated after the partner is selected. The **Concept Note** is to help UNHCR to better understand and select the **Best-Fit Partner** for a specific **Project**.

Prospective or existing partners may submit a **Concept Note** to propose an initiative or as a response to a **Call for Expression of Interest** issued by UNHCR. A sample template for a **Concept Note** is below.

CONCEPT NOTE (A detailed project description is not required unless requested by UNHCR)		
	Tick if applicable	Identification Number
Proposal in response to UNHCR Call for Expression		
Partner Initiated Concept Note		
Name of Organization:		
Contact Information and Address:		
Project Location:		
Submitted to UNHCR Office:		
Project Goal and Envisaged Outcomes		
Brief description of the how the proposed project will achieve its expected outcome, including new initiatives if applicable		
Background and Rationale		
Please describe the unique advantage your organization brings to the project for achieving the desired outcome for the persons of concern.		
Methodology and approach		
Brief description of the activities, methodology and approach to be used for the project to address the need and achieve the desired outcome for the persons of concern. Describe how the methodology and approach links/complements UNHCR's objectives for the persons of concern, including a description of how your organization would monitor project progress. Indicate whether any other partner(s) or contractor(s) will be used in the delivery of the project activities.		
Resources		
Brief description of how the required resources would be mobilized and the estimated total cost of the project, including total funding to be requested from UNHCR, the organization's contribution (financial and/or in-kind) as well as any contributions by other donors. Please provide number of projects and resources currently managed.		
Technical capacity		
Brief description of the distinctive technical capacity and strengths, including past experiences, to deliver the desired outcome of this project. Brief description of areas of improvement for which the organization may require support.		



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

Expectations

Brief description of the partner's expectations of UNHCR for the successful implementation of this project.

Other

Any other information the organization would like to provide to UNHCR.

Signature

Name/title of the duly authorized Partner

Representative

Name of the Partner

Date
