

## **APPENDIX 1**

### **I. Purpose Statement**

Disability Funding Objectives: USAID is seeking applications from civil society organizations and disabled people's organizations to submit concept papers to:

- increase the participation of people with disabilities in USAID programs/activities;
- strengthen the capacity and leadership of civil society organizations run by and for people with disabilities; herein referred to as disabled people's organizations (DPOs).

Funds should be used to support projects that will increase the participation of people with disabilities within the programs and strategies of USAID/Philippines and USAID Bureau for Democracy, Conflict and Humanitarian Assistance (DCHA). Projects may be stand-alone, targeted programs to benefit persons with disabilities, or they can be projects/activities that seek to mainstream persons with disabilities within larger Mission programs. Projects should reflect the most pressing needs in the country and/or align with the Mission's development priorities. Specific areas of programming may vary based on local needs and priorities. All applications must be guided by the values and provisions set forth by the UN Convention on the Rights of Persons with Disabilities.

USAID/Philippines is seeking innovative applications from qualified non-governmental organizations capable of providing assistance to promote the inclusion of people with disabilities (PWDs) in development cooperation, to find solutions to break down existing as well as potential barriers and to ensure full inclusion of people with disabilities in USAID activities and programs. All awards (grants or cooperative agreements) under this request for concept papers will be administered through, and managed by USAID/Philippines.

Applications should be from qualified U.S. or non-U.S. entities, such as private, non-profit organizations (or for-profit companies willing to forego profits), including private voluntary organizations, universities, research organizations, professional associations, and relevant special interest associations. **Local DPOs are encouraged to apply.** Preference will be given to qualified local DPOs and/or any of the above organization types that directly collaborate with and/or award sub-grants to DPOs while meeting the requirements for funding. Awards to U.S. organizations will be administered in accordance with (1) 2 C.F.R. 200 and 2 C.F.R. 700, (2) OMB Circulars and

(3) the USAID Standard Provisions for U.S. Nongovernmental Recipients. Awards to non-U.S. organizations will be administered in accordance with USAID Standard Provisions for Non-U.S. Non-governmental Recipients.

## **II. Background**

According to the World Health Organization, approximately 15% of any population has some form of disability, with a higher incidence of disability in countries that are post conflict or affected by natural disasters. The prevalence of disability is expected to rise in coming years due to an ageing global population and an increase in chronic health conditions. Of the estimated 1 billion people throughout the world with a disability, 80% live in less resourced nations.

People with disabilities are more likely to experience poverty. Women and girls with disabilities often experience heightened discrimination on account of gender and disability. Due to stigma, discrimination and inaccessibility, people with disabilities are less likely to access basic services such as education, employment and healthcare. The lack of access to vital services and programs contributes to their marginalization and exclusion, perpetuating a cycle of poverty.

Societies that are inclusive of their diverse populations are more likely to be democratic, participatory and equitable. They are more likely to meet their development goals. In spite of this, and although disability is a cross-cutting development issue, people with disabilities often remain invisible in the global development agenda.

USAID's [Disability Policy](#) states that USAID will not discriminate against people with disabilities and will work to ensure the inclusion and active participation of people with disabilities in USAID-funded programs and activities. To this end, USAID has mainstreamed disability in several of its key policies and sector strategies, such as the Education Strategy (2011), Gender Equality and Female Empowerment Policy (2012) and Strategy on Democracy, Human Rights and Governance (2013).

The USAID Disability Policy also calls on Missions to reach out to partners, host country counterparts and other donors to lead a collaborative effort to end discrimination against and promote equal opportunity for people with disabilities. In response, several USAID Missions have addressed disability in their Country Development Cooperation Strategies.

Disability rights are human rights. As noted in the Agency's Strategy on Democracy, Human Rights and Governance: "... a deliberate human rights

lens should be applied across USAID's portfolio to ensure that the Agency's programs are not inadvertently contributing to marginalization or inequality. By using a human rights lens, potential beneficiaries who are most at risk of having their rights neglected or abused – such as LGBT persons, people with disabilities, indigenous peoples – will be better recognized and included in USAID programming.”

In July 2009, the U.S. signed the UN Convention on the Rights of Persons with Disabilities affirming its commitment to the human rights of people with disabilities around the world. To date, most of the countries in which USAID operates have also signed and ratified the Convention signaling a global movement towards the full realization of the rights of people with disabilities and their role in the international development community.

For more information about USAID and Disability Inclusive Development, visit: <http://www.usaid.gov/what-we-do/democracy-human-rights-and-governance/protecting-human-rights/disability>

### **III. Areas of Interest**

Projects may be stand-alone, targeted efforts to benefit persons with disabilities, or they can be projects that seek to mainstream persons with disabilities within the programs managed by USAID/Philippines or covering the following countries: Philippines, Mongolia, Federated States of Micronesia (FSM); Fiji; Kiribati; Nauru; Palau; Papua New Guinea (PNG); Republic of Marshall Islands (RMI); Samoa; Solomon Islands; Tonga; Tuvalu; and Vanuatu. Projects should reflect the most pressing needs in the country and/or align with the Mission's development priorities. Interested organizations are encouraged to engage in dialogue with their local Missions to learn of Mission priorities. In addition, organizations may also access copies of Mission Country Development Cooperation Strategies, which outline strategic development objectives, via the [www.usaid.gov](http://www.usaid.gov) and Mission websites.

Specific areas of programming may vary based on local needs and priorities. All applications must be guided by the values and provisions set forth by the UN Convention on the Rights of Persons with Disabilities. Projects that address the needs of marginalized groups, such as women and girls, individuals who are deaf, deaf-blind, those with developmental or psychosocial disabilities, and members of the lesbian, gay, bisexual, transgender, intersex (LGBTI) community are encouraged. All programs, regardless of implementing partner, must verify significant involvement of men and women with disabilities in the design, implementation, monitoring and evaluation of the project.

Illustrative areas for Disability Funding support include, but are not limited to:

1. Increase participation of people with disabilities in new or existing USAID programs

*Examples:*

- Promote the participation of people with disabilities in democratic processes and elections as voters and political candidates
- Improve national laws and policies to better reflect international human rights standards
- Support disabled people's organizations, human rights institutions and national bodies to respond to disability rights needs and to monitor implementation of legal frameworks
- Promote quality, inclusive education for learners with disabilities
- Integrate youth and adults with disabilities in the competitive workforce

2. Strengthen and Support Disabled People's Organizations (DPOs)

*Examples:*

- Improve the organizational capacity, financial management, human/material resources, strategic planning, fundraising, leadership and coordination of DPOs.
- Support the development and/or strengthening of national and regional cross-disability networks and coalitions.
- Support linkages between DPOs and local women's groups, human rights institutions and mainstream NGOs.
- Support the establishment and/or strengthening of consumer-controlled disability resource centers (often referred to as "Independent Living Centers" in the U.S.) that promote the full independence and participation of people with disabilities in society.

#### **IV. Activities and Programs Excluded**

The following activities and programs will **not** be considered for funding:

- Programs with a significant budget for infrastructure or construction activities
- Programs focused on the provision of assistive devices or physical rehabilitation (note, other funding sources have been established for this purpose).

- Programs supporting institutionalization of or segregated, residential institutions for children or adults with disabilities
- Employment programs promoting sheltered workshops or income generating activities that perpetuate negative stereotypes of people with disabilities and that do not provide for meaningful employment
- Programs with a primary focus on awareness raising

In addition, due to the availability of significant funding through PEPFAR, the DCHA/DRG disability funding may not be used to support HIV/AIDS-related activities.

## **V. Available Funds**

Subject to the availability of funds, approximately \$6,000,000 has been set aside to support projects worldwide that address the disability funding program objectives and areas of interests as noted above.

Concept papers for projects covering a 12-36 month period under the two fund programs below will be considered:

- Small fund programs ranging from \$20,000 - \$300,000 (not to exceed \$4.2 million of total funding).
- Larger fund programs ranging from \$300,000 - \$600,000 (not to exceed \$1.8 million of total funding).

**NOTE. As per 2015 Appropriation’s language, at least \$1,500,000 of available funding is recommended for the development, support, and strengthening of sports programs for people with disabilities in developing countries; and at least \$1,500,000 to support capacity building of DPOs in the Latin America and Caribbean region.**

Funds will be allocated to USAID/Philippines as a result of successful concept paper review and approval of USAID/DCHA/DRG. USAID/Philippines will submit concept papers to USAID/DCHA/DRG of up to two (2) small fund applications (\$20,000 - \$300,000) and one (1) large fund application (\$300,000 - \$600,000).

## **VI. Applicant Eligibility**

Applications should be from qualified U.S. or non-U.S. entities, such as private, non-profit organizations (or for-profit companies willing to forego profits), including private voluntary organizations, universities, research organizations, professional associations, and relevant special interest associations. **Local DPOs are strongly encouraged to apply.**

**Mainstream (non-DPO) organizations applying for funds must include in their application letter(s) of signed support from local DPOs they intend to partner with for the purpose of the project.**

Partners new to USAID/Philippines may submit applications. However, awards to these organizations may be significantly delayed if USAID/Philippines must undertake necessary pre-award reviews of these organizations. Organizations should take this into account and plan their implementation dates and activities accordingly.

USAID/Philippines will not accept applications from individuals. All applicants must be legally recognized organizational entities under applicable law. Public International Organizations (PIOs) are not eligible to apply for funding under this program.

## **VII. Concept Paper Process**

1. USAID/Philippines will **solicit and review concept papers**. Concept papers for the Small- and Large-grant Programs should be submitted electronically to the Inclusive Development Point of Contact (POC) below of the Program Resources Management Office at the email address is specified below. Concept papers must be received **no later than 5:00PM (Philippine time) on February 26, 2016**. Concept papers must be written in English and must conform to the format prescribed by USAID/Philippines in Attachment 1 (Required Application Format). Concept papers should clearly state the objectives and the expected results of the program within the life of the funding period; identify the local counterparts/ implementation partners; and define an implementation plan with a proposed time frame and budget. Mandatory Indicators that must be reported on are: (i) number of beneficiaries (men/women); (ii) number of people trained (men/women); and (iii) number of organizations strengthened. A notional budget must be included in the submission.

**POC Inclusive Development:** [nebuenga@usaid.gov](mailto:nebuenga@usaid.gov)

2. USAID/Philippines will **send the concept paper(s)** they are interested in supporting to DCHA/DRG.
3. **USAID/DCHA/DRG will select** concept papers submitted by various USAID missions and will recommend allocation of funds to Missions according to the results of that process.

4. If concept papers recommended by USAID/Philippines to USAID/DCHA/DRG are funded, the request for full application, final negotiations, partner vetting, awards and management will be the responsibilities of and initiated by USAID/Philippines.

**IMPORTANT: Direct submissions of concept papers from applicants to Washington will not be considered.** Applications must be submitted to Washington by USAID/Philippines only.

## **VIII. Evaluation Criteria**

USAID/Philippines will use the following evaluation criteria in reviewing concept Papers. Criteria 1 is more heavily weighted than the other criteria while criteria 2 through 4 are of equal weight.

**Criteria 1: Sound technical approach and likely to contribute to sustainable and institutional change** – The proposed project demonstrates a sound technical approach based on promising practices, lessons learned and/or international standards in the relevant project area; and demonstrates how and to what extent it will contribute to sustainable and institutional change either at the person-level or country-level. The project goes beyond addressing the symptom of a problem and seeks to identify and mitigate the root causes of inequality and persistent exclusion.

**Criteria 2: Institutional Capacity of the Applicant** – the proposed applicant should demonstrate their relevant experience related to the disability funding objectives described above; previous project management experience or managing activities related to those proposed in the concept paper.

**Criteria 3: Represents a pressing need in country and/or demonstrates a clear linkage with the priorities of USAID/Philippines** – The proposed project responds to a pressing need in country that has yet to be adequately addressed; and/or demonstrates a clear linkage with an existing Mission initiative.

**Criteria 4: Substantial Involvement of and direct benefit to persons with disabilities and thoughtful integration of gender equality and women’s empowerment** – The proposed project demonstrates meaningful involvement of persons with disabilities in the design, implementation, monitoring and evaluation of the project. The overall direct benefit to individuals with disabilities and disabled people’s organizations offers the best value for the amount of funding requested. The promotion of gender equality and women’s empowerment must be thoughtfully integrated into the main objectives, activities, and monitoring and evaluation plans of all

applications, in accordance with USAID's Gender Equality and Female Empowerment Policy and USAID ADS 205. If the application is successful, gender considerations must likewise be integrated into the resulting program design.

**Criteria 5: Sound Monitoring, evaluation and opportunities for learning** – The proposed project includes relevant and meaningful indicators to measure success in meeting the stated objectives, and realistic targets. At the very least, 3-5 illustrative indicators (including the three mandatory disability indicators) should be provided. The proposed project should also demonstrate how project learning will be captured and shared with a broad audience, including USAID.

## Attachment 1

Please provide information in the space given. All answers must be typed in English using a minimum 11 point font. If partnering with a local DPO, a letter of cooperation must be attached to this application. A 10-page limit must be followed, not including the cover page below.

### **Cover Page**

**Name of Organization** \_\_\_\_\_

**Type of Organization:**     Local                **or**     International   
  DPO\*                **or**     non-DPO

\*Organizations are DPOs if more than half of their staff and board of directors are individuals with disabilities.

**Country:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Position/Title:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Amount of funding requested (in US Dollars):** \_\_\_\_\_

**Project duration (total months):** \_\_\_\_\_

**Proposed start date:** \_\_\_\_\_ **End date:** \_\_\_\_\_

**The proposed project activities address which of the following areas? (Tick all that apply):**

\_\_\_\_\_ Increase participation of people with disabilities in USAID activities

\_\_\_\_\_ Strengthen the capacity and leadership of disabled people's organizations

## Concept Paper

**1. Please provide a brief description of your organization, including background and experience in the disability sector in the proposed country.** *(Please limit your response to ½ page.)*

**2. Please provide a summary of the proposed project. This must include the overall project goal, objectives, activities to achieve each objective, expected outputs and outcomes of each objective, location and expected number of beneficiaries.** *(Please limit your response to 2 pages)*

**3. Please list the main activities with target dates for completion for the duration of the proposed project. Please provide information using the table below. Beneath the table please provide details of the implementation of each activity.** *(Please limit your response to 1 ½ pages)*

### Year 1

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1.												
2.												
3.												
4.												

Details:

- 1.
- 2.
- 3.
- 4.

**Year 2**

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1.												
2.												
3.												
4.												

Details:

- 1.
- 2.
- 3.
- 4.

**4. Please identify the differential gaps in relation to access to and control over assets and resources experienced by men and women/boys and girls relevant to this project, and describe how this project will attempt to close those gaps. (Please limit your response to 1 page)**

**5. Please justify the need for this project. Justification should include how this project responds to a pressing need in the proposed country that has yet to be adequately addressed; and/or demonstrates a clear linkage with an existing USAID Mission priority. (Please limit your response to 1 page)**

**6. How many staff will be directly involved in and/or funded by this project? Please list their role, qualifications and whether they are local or international staff. Please note the roles of individuals with disabilities in the project. (Please limit your response to ½ page)**

**7. Does your organization plan to collaborate with other organizations, government agencies, etc. in achieving this project’s objectives? If so, please explain how. If partnering with a local DPO, a letter of cooperation from that local DPO must be attached to this application. (Please limit your response to ½ page)**

**8. Please provide a detailed budget using the table below. Below this table, and as notes to the budget, provide a detailed description of each line item. (Please limit your response to 2 pages; annex acceptable)**

<i>Description</i>	<i>Budget (USD)</i>
1. Direct labor (e.g. salaries, wages etc)	
1a.	
1b.	
2. Travel and Per diem	
2a.	
2b.	
3. Equipment and supplies	
3a.	
3b.	
4. Program Activities	
4a.	
4b.	
5. Other Direct Costs (e.g. rent, utilities, communication etc)	
5a.	
5b.	
Total	

**Notes to the budget:**

- 1a. *description*
- 1b. *description*
- 2a. *description*
- 2b. *description*
- etc.

**9. Please describe the monitoring and evaluation plan for the project, including expected outputs/outcomes, indicators and targets for each of the project objectives. A suggested format is provided below. (Please limit your response to 1 page)**

<b>Output/Outcome</b>	<b>Indicators</b>	<b>Targets</b>	<b>Frequency</b>
<b>Objective 1:</b> <i>Restate project objective 1</i>			
<i>1st expected output or outcome for objective 1</i>	<i>list the indicator(s) that will be used to measure success against the stated output/outcome.</i>	<i>list the target(s) for each indicator.</i>	<i>state how often each indicator will be measured.</i>
<i>2nd expected output or outcome for objective 1</i>			
<b>Objective 2:</b>			
<b>Objective 3:</b>			

*\* Performance indicators measure a particular characteristic or dimension of project results (outputs or outcomes) based on a project's results framework and underlying theory of change. In general, outputs are directly attributable to the program activities, while project outcomes represent results to which a given program contributes but for which it is not solely responsible.*