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UN Pacific Regional Anti-Corruption Project

Social Accountability Grants Programme

Application Guidelines

Deadline for receipt of Applications: **30 May 2018**

Social Accountability Grants Programme Information and Guidelines

1. BACKGROUND

The UN Pacific Regional Anti-Corruption (UN-PRAC) Project, implemented by the UN Development Programme (UNDP) and the UN Office on Drugs and Crime (UNODC), sees active social accountability as a critical platform in assisting Pacific Island Countries (PICs) to achieve sustainable results in anti-corruption. In 2015 and 2016, UN-PRAC assisted four Pacific civil society organizations (CSOs) to implement an initial lot of social accountability projects, which proved the value of this concept for the region. Within this new call for proposals, UN-PRAC now seeks to target engagement of non-State actors in social accountability processes and social monitoring. The social accountability projects should demonstrate plans for genuine impact and sustainability. They also need to demonstrate a contribution towards the anti-corruption and integrity processes of the UN Convention against Corruption (UNCAC) and SDG 16 anti-corruption targets.

‘Social accountability’ refers to a form of civic engagement that builds accountability through the collective efforts of citizens and civil society organizations to hold public officials, service providers and governments to account for their obligations with responsive efforts (Houtzager and Joshi, 2008).¹ It aims towards a vibrant, dynamic and accountable relationship between states and citizens underpinning efforts to ensure equitable development. A ‘social accountability initiative’ is a project guided by this principle.

¹ http://www.undp.org/content/dam/undp/documents/partners/civil_society/publications/2013_UNDP_Reflections-on-Social-Accountability_EN.pdf UNDP: Reflections on Social Accountability, July 2013

The revived prominence of accountability during the past decade has been driven by a notion that mutual accountability between different social actors are central to improving service delivery and making policy and planning processes more inclusive. Many development institutions have adopted social accountability agendas that, on one hand, support civil society and citizens' engagement in processes of service delivery and their capacity to exert various kinds of pressure on their governments, and, on the other hand, also support state capacity to respond to those voices and to live up to policy commitments.

In the context of the above, this call proposal is looking for initiatives that will strive towards increasing the demand of accountability and oversight, and aim at building partnerships around accountability. Partnerships between non-State actors, but also with government entities are instrumental, as fight against corruption is a cross-sectoral challenge and requires partnerships for sustainable results.

UN-PRAC has identified the following four broad elements of social accountability:

- Preparing community and civil society groups to engage. This includes raising the awareness of citizens, building confidence and capacity for engagement, and building networks and coalitions.
- Collecting, analyzing and using information. This includes finding, securing and analyzing information on government activities, translating it into different formats, styles and languages, and sharing it through the media and social networks and among other entails use of social media/social media applications.
- Undertaking accountability engagements with governments. This includes using instruments such as scorecards, audits and budget analysis to engage with a government, either by using existing formalized spaces for participation in planning or policy cycles or by developing new ones, or by mobilizing social protests.
- Using information from accountability engagements with governments. This includes advocacy, lobbying and campaigning work to follow up on the delivery of commitments, and partnerships for more transparent and accountable service delivery.

Therefore, this Social Accountability Grants Programme aims at creating opportunities to build social accountability. Particularly valued will be initiatives that bring on board new, innovative approaches and that capture specific vulnerable groups, such as women and young people.

2. OBJECTIVES OF SOCIAL ACCOUNTABILITY GRANTS PROGRAMME

The main goal of the Social Accountability Grants Programme is to support projects aimed at building social accountability in Pacific Island Countries through engagement of non-State actors in social accountability processes and social monitoring.

The Programme seeks to assist Pacific communities in the implementation of initiatives that aim at achieving greater access to justice (in line with SDG16) and more meaningful service delivery. Previous UN-PRAC social accountability projects have, among others, increased awareness of services through community-based outreach programmes, provided materials in local languages and helped CSOs and youth to create stronger, more-inclusive networks.

This round of funding seeks to go a step further and support innovative and creative processes that can demonstrate measurable and sustainable results, and have potential for scaling up and mobilizing more funding. Applicants may consider using social accountability tools for project design and outcome e.g. citizen report cards, social audits, etc.¹

In seeking innovative projects, we are not looking for replicating previously implemented initiatives or regurgitating failed projects.

Innovation in the UN-PRAC context, for example for youth, means building on the commitments made through the outcome documents at the UN-PRAC regional youth forums to create impact. Clearly, one of the surest ways of capturing government partnerships is demonstrating how your innovation can contribute to reducing corruption risks in the investment of public funds.²

3. PROJECT DURATION

Applications for the Social Accountability Grants Programme will be open until 30 May 2018. Proposed activities are to be carried out within nine months, starting from 1 July 2018 and ending no later than 31 March 2019.

4. PROJECT FUNDING, CO-FUNDING AND IN-KIND CONTRIBUTION

The Social Accountability Grants Programme is open to applications from established Pacific **civil society organizations** (CSOs). These include legal entities that fall outside the public or for-profit sector and have status of a non-governmental organization. Project funds will be transferred to the selected entity in three installments as shown in the table below:

1st Installment	50% of awarded budget	upon signing of contract
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¹ The Program for Accountability in Nepal (PRAN) lists 21 separate Social Accountability Tools which could be used to design a project

<http://siteresources.worldbank.org/PUBLICSECTORANDGOVERNANCE/Resources/285741-1233946247437/21SAToolsSourcebook.pdf>

² http://www.undp.org/content/dam/undp/documents/partners/civil_society/publications/2013_UNDP_Reflections-on-Social-Accountability_EN.pdf UNDP: Reflections on Social Accountability, July 2013

2nd Installment	40% of awarded budget	upon delivery and approval of mid-term report and spending of at least 70% of first installment
3rd Installment	10% of awarded budget	upon successful completion of project and delivery of final report

UN-PRAC encourages CSOs to establish strategic links with various stakeholders, especially national and local governments and the private sector in order to ensure additional support for implementation of the activities and optimize results.

For the purposes of this call, preference will be given to CSOs that can demonstrate at least 20 % co-funding from CSOs' own sources or from their partners (in-cash or in-kind contribution).

This co-funding may be raised from international donors, national authorities, the business sector, and individuals/own resources through various fundraising activities. The overall project budget can be higher if additional funds are available from other sources.

Award Amount

The Social Accountability Grants Programme will award **up to US\$ 15,000** to prospective proposals. The overall indicative amount to be made available under this call for proposals is indicatively up to US\$ 60,000. The applicants are obliged to provide information on all other in-cash and in-kind contributions in their applications, as they are important elements to be taken into account in the qualitative and quantitative evaluation of the applications. However, the value of such contributions is not to be formally included as eligible expenditure in the project budget financed by UN-PRAC. This contribution will be added in a separate column.

Non-retroactivity

No support can be awarded retrospectively for programs/projects already completed. Support cannot be awarded for a project which has already begun. However, scaling-up an existing project (such as through co-funded service delivery, language diversification or reaching into remote and more marginalised communities) fits the guidelines.

Eligibility of costs

Only 'eligible costs' can be taken into account for the award. Note that the eligible costs must be based on real costs, not lump sums. It is therefore in the applicant's interest to provide a **realistic and cost-effective budget**. For reference please see a sample budget at the end of this document.

Eligible direct costs

To be eligible under the call for proposals, costs must:

- **Be necessary for carrying out the action** and comply with the principles of sound financial management, in particular value for money and cost-effectiveness;
- **Actually be incurred by the beneficiaries or their partners** during the implementing period for the action.
- **Be recorded in the Applicant's or the Applicant's partners' accounts or tax documents**, be identifiable and verifiable, and be backed up by originals of supporting documents.

Subject to those conditions, and where relevant to the contract-award procedures being respected, eligible direct costs include:

- **the cost of staff assigned to the action**, corresponding to actual honoraria; honoraria and costs must not exceed those normally borne by the Applicant or their partners. Any salary percentage or consultancy fees must be directly related to the project and not the organization's administrative costs; also note that the budget should be balanced and in that regard the costs from project personnel should ideally not exceed 20% of the overall project budget.
- **costs arising directly from the requirements of the contract** (dissemination of information, evaluation specific to the action, translation, printing, etc.);
- **travel and subsistence costs** for staff and other persons taking part in the action, provided they do not exceed those normally borne by the Applicant or their partners, as the case may be;
- **rental costs for equipment and supplies** specifically for the purposes of the Action, and **costs of services**, provided they correspond to market rates;

Please note that projects of a political nature and involvement in political processes will not be taken under consideration.

5. SELECTION PROCESS

All applications received on time will be submitted to a Grants Committee for assessment. Assessment of applications will be done in three phases. Upon completion of the assessment, the panel will make a formal recommendation for funding of chosen projects.

As noted above, priority will be given to organizations that propose **innovative project ideas**³ that meet identifiable needs. Innovation can be demonstration of impact before scaling a solution; exploring the nuances, the shades of grey in your issue so you can build on the more subtle improvements in the situation; engage diverse expertise and embrace partnerships from the beginning.

Approval/Rejection/Conditional Approval letters should be sent to applicants within three weeks of the meeting of the Grants Committee. Approved applications will be invited to sign a contract for the awarded proposal.

³ <http://www.undp.org/content/undp/en/home/ourwork/development-impact/innovation/principles-of-innovation/>

The selection process consists of the following three phases:

5.1 Pre-assessment phase

- Each timely received application is pre-assessed against the eligibility criteria – those not fulfilling the criteria are recommended for rejection. Those fulfilling the criteria enter the assessment phase.

5.2 Assessment phase

- The UN-PRAC team assesses all applications in terms of level of innovation of proposal, synergy with UNCAC, existing and potential partnerships. Meetings with applicant organizations may be conducted if there is a need for additional clarification.
- The Grants Committee will meet to make final decisions upon a full review of applications. Minutes of the Grants Committee meeting will contain the final decision for each applicant – approval or rejection of the application.

5.3 Awarding phase

- After the Grants Committee meeting, the applicants will be informed of the decision made. An approval letter and a contract are then prepared for signing.
- Once both parties sign the contract the first instalment is then transferred into the contractor's bank account.

6. ELIGIBILITY

The call for the Social Accountability Grants Programme is open to registered **civil society organizations** working in one or more of the 15 Pacific Island or territories (**Cook Islands, Fiji, Federated States of Micronesia, Kiribati, Marshall Islands, Nauru, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tokelau, Tuvalu and Vanuatu**) and interested in finding implementation-ready approaches for achieving social accountability. Local self-governments, the private sector and other institutions can apply as partner organizations to the primary CSO applicant. Successful applicants from UN-PRAC's previous Social Accountability Grants will only be considered in this funding round if they can demonstrate the previous funded project has achieved sustainability.

Evaluation criteria:

- Level of innovation of project idea
- How this project addresses social accountability challenges, needs and priorities
- How this project addresses vulnerable communities, youth and/or gender aspects
- Sustainability
- Contribution towards the anti-corruption and integrity processes of the UN Convention against Corruption (UNCAC) and SDG 16, including through

engagement with oversight agencies, Ombudsman, Audit Office, parliamentary committees, UNCAC implementation review, etc.

- How the proposal achieves working partnerships with key ministries, agencies, parliament bodies, the Ombudsman, supreme audit institutions etc. and how you respond to and foster social accountability
- Communication and outreach plan
- Cost-effectiveness / reasonableness of the project budget
- Past work of the organization and sufficient organizational capacity to achieve results - administrative, financial and managerial capacities; established social partnerships with local self-government and/or private sector
- % of in cash and in-kind cost sharing by all involved project partners
- Clarity of expected impact and methodology

7. APPLICATION PROCESS

How to apply?

Applicants must provide an application consisting of:

- The application cover page, which should contain the full name, e-mail and address of the applicant group seeking funding, the title of the project and the amount sought from UN-PRAC and be signed by the chair or the authorised officer of the CSO;
- Up to three A4 pages outline of the application addressing the evaluation criteria and expected timeline; and
- A budget indicating the breakdown of costs sought from UN-PRAC up to US\$ 15,000 plus a separate column indicating funding from in-kind or other sources.⁴

Where and how to send the Applications?

Applications must be submitted in English by email or mail and be received by May 30 May 2018, 16.00h Fiji time.

Please submit applications and any queries by e-mail or directly to:

UN-PRAC Social Accountability Grants Programme 2018

Att: Ms Lavenia Rokovucago,
lavenia.rokovucago@undp.org

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Project application template:

Organization	
Country	
List of stakeholders involved	
Description of activities and expected results	
Total number of people to be reached through the campaign (directly + indirectly), if applicable	
Impact and sustainability of the project (awareness raising; gaining commitment from key government officials, institutions and the private sector; anti-corruption policy development and implementation; or any other impact).	
Details of envisaged media outreach (including via social media)	
Partnerships and communications strategy	
Any other relevant information	
Budget – include UN-PRAC funding sought and list any co-funding and in-kind contributions	
Name and contact details (address, e-mail and phone number) of the focal point	

Budget template:

Item	Local Cost (egTOP)	UNPRAC Fund (US\$)	Other Sources (US\$)
Human Resources (including personnel and consultancies, as separate categories)			
<i>Component Total</i>			
Travel and related costs			
<i>Component Total</i>			
Trainings/Workshops			
<i>Component Total</i>			
Equipment			
<i>Component total</i>			
Miscellaneous			
<i>Component total</i>			
Final Total			

Please note that the above categories are indicative and should be adjusted to reflect the nature of the project.