

## **REQUEST FOR PROPOSAL: TCI ADOLESCENT AND YOUTH REPRODUCTIVE HEALTH (AYRH) PROGRAM**

**To:** Potential Civil Society Organizations (Non-Governmental Organizations, Faith Based Organizations, and Community-Based Organizations) working in the following states: **Ogun, Niger, Edo and Plateau**

### **Key objectives include to support states to:**

- I. Improve enabling policy environment, voice and accountability, as well as health systems in favor of AYRH program.
- II. Promote demand for youth-centered social behavior change interventions
- III. Expand access to youth-friendly information and services especially contraceptives.
- IV. Foster government investment in Adolescent and Youth Reproductive Health information and services.

### **Request for Proposal (RFP)**

Only Organizations who met the prequalification criteria in the Expression of Interest received Request for Proposal (RFP) to submit a concept paper and costed proposal.

### **Submission of Proposal**

The closing date for receipt of proposal is **August 10<sup>th</sup>, 2018**

### **Application Template**

TCI requires you to provide the information as requested below. The application is divided into four (4) sections namely: Basic Information, Management Information, Technical information and Project description and Risk Factors & Results.

## SECTION 1: Basic Information

<b>Name of organization:</b>
<b>Address of Organization:</b>
<b>Website:</b>
<b>Name of contact person:</b>
<b>Position within the organization:</b>
<b>Address:</b>
<b>Telephone:</b>
<b>E-mail:</b>
<b>Title of application</b>

## SECTION 2: MANAGEMENT INFORMATION

### Organizational structure

Kindly provide a brief description of your organization's structure. Include the team's strength, experience and skills in designing and implementing adolescent and youths program
Enter the beginning and ending dates of your organization fiscal financial year
How has your organization demonstrated youth involvement and leadership?

Does your organization possess a valid audit report of not more than three years?

How has your organization demonstrated community participation and government involvement in its projects/activities?

### **SECTION 3: TECHNICAL INFORMATION AND PROGRAM DESCRIPTION**

#### **A. Current Family Planning Situation in the State: (Not more than 200 words)**

Give overview of the current Adolescent and Youth Reproductive Health situation especially as it relates to contraceptive use in your state.

#### **B. Past Adolescent and Youth Reproductive Health Program Experience:**

<b>Project Title and Location</b>	<b>Funder</b>	<b>Start &amp; End Dates of Project</b>	<b>Description of actual services provided</b>	<b>Project Outcomes/Results</b>

**C. Past Adolescent and Youth Reproductive Health / Family Planning donor partnership:**

List contact information of at least one reference from previous donors' collaboration and partnership on Adolescent and Youth Reproductive Health / Family Planning in the last three years:

Donor Agency or Organization	Nature of Relationship, Title of Project, Location	Start & End Dates of Collaboration	Contact Person
			<b>Name &amp; Position:</b>  <b>Email:</b>  <b>Tel:</b>
			<b>Name &amp; Position:</b>  <b>Email:</b>  <b>Tel:</b>

**D. Rationale and scope of the Project: (not more than one page)**

What is the issue or problem that the project will address?

Why is it critical to address this issue?

Describe key methodology (approach and process for implementation) you will employ to address the issues/challenge. (Refer to the AYSRH toolkit on TCI – U [www.tciurbanhealth.org](http://www.tciurbanhealth.org) for guidance).

What critical interventions will you employ and how will they impact on the current Adolescent and Youth Reproductive Health / Contraceptive use situation in the state and community? (Refer to the AYSRH toolkit on TCI – U [www.tciurbanhealth.org](http://www.tciurbanhealth.org) for guidance).

**E. Goal and strategic Objectives of the proposed project**

**F.** Describe the proposed activity and expected results in detail. Please ensure that the project is in line with the TCI AYRH key objectives outlined above.  
Refer to the AYSRH toolkit on TCI – U ([www.tciurbanhealth.org](http://www.tciurbanhealth.org)) for guidance.

Proposed activities	Expected result

**G. Monitoring & Evaluation Plan (not more than one page)**

Monitoring and Performance Tracking – how will you track performance (data collection, analysis and use of data for AYSRH decision)

**H. Budget:**

The section should mention total estimated cost (contribution in cash or in-kind) and mention source (The Challenge fund and CSO contribution) of funding the proposed project.

## SECTION 4: RISK FACTORS AND RESULTS

### A. Risk Factors:

Indicate technical, managerial and financial risks envisage on this project and the strategies contemplated for mitigating them

Risks	Strategies contemplated for mitigating them
Technical risks	
Managerial risks	
Financial risks	

### B. Sustainability and Ownership Plan (150words)

Explain the plan for ensuring that state and community structures leads and own the project

How can the project be sustained once TCI support is over

### C. Benefits and Impact (not more than one page)

Outline the expected short-term benefits and long-term impact of the project.

**AUTHORIZATION SECTION:**

<b>Name/title of the duly authorized Person</b>	
<b>Signature</b>	
<b>Date</b>	

**FOR PROJECT USE ONLY**

Date received \_\_\_\_\_ Sub recipient No. \_\_\_\_\_

The undersigned hereby certifies that: The prospective sub recipient has received an official delivery *Concept* note. In addition, the prospective sub recipient has been advised as to the review and appraisal process, and its primary project point of contact.

Name \_\_\_\_\_ Date \_\_\_\_\_

**Evaluation Criteria**

<b>Criteria</b>	<b>Maximum Possible Points</b>
Management information and staffing	10
Experience and Performance on AYRH and FP	15
Harmony of Goal, Strategic Objectives, Project Description, Methodology and key interventions	25
Efficiency/Effectiveness/Innovation of Proposed Approach	15
Ownership and Sustainability Plan	10
Technical Soundness	15
Risk mitigation approaches	10
<b>Total Points</b>	<b>100</b>