

## International Organization for Migration (IOM)

City: Tripoli

Close Date: 2019-09-30

### **Call for Proposals: “Supporting Livelihoods of Communities in Libya”**

#### Terms of Reference for Implementing Partners

## 1. Organizational Background

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. With 166-member states, a further 8 states holding observer status and offices in over 100 countries, IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

## 2. Project Background

IOM's Community Stabilization program “Together We Rebuild” contributes to the efforts of the international community and Government of Libya to establish normal social and economic life to communities in Libya. The program started in 2016 in Sabha and Qatroun in the south and expanded to Benghazi and Kufra in the east of Libya in 2017. The program seeks to address the conflict, displacement and instability through a three-pillar approach, including restoring services and community infrastructure, promoting social cohesion through strengthening civil society, supporting community engagement and regeneration of livelihoods. The program engages a wide variety of community groups, including host communities, IDPs and migrants, as well as local authorities and civil society to encourage and promote participatory approaches, collaboration and promoting peace through inter and intra community dialogue.

As part of its efforts to build social cohesion and restore stability, the program is planning to conduct a series of activities supporting communities in Sabha, Qatroun, Benghazi and Kufra with regenerating livelihoods. Under these activities, selected community members, including host community, migrants, IDPs, will receive two broad categories of support **1) tailormade training,**

**coaching and mentoring** to improve technical and vocational skills in different sectors as well as business and marketing skills; and **2) in-kind support, including tools, equipment and other types of input** to start-up new sources of livelihoods/businesses, and improve and regenerate existing ones.

### 3. Request for proposals

Through this Call for Proposals (CFP), IOM is inviting applications from implementing partners that can undertake the task of designing and conducting various livelihoods projects in one or more of the program target areas, as well as facilitate the management and administration of in-kind support.

Every project proposal for **supporting micro-entrepreneurs through capacity building and provision of in-kind support** should include the following components:

#### a) Capacity building

Each project may include one or combinations of the below approaches:

- Training to build technical and vocational skills in one or more market driven trades;
- Training on business and marketing skills for micro-entrepreneurs/employees;
- Training on social entrepreneurship concepts, ideas and related skills;
- Supporting market linkages through exposure visits, exhibitions, bazaars etc;
- On-the-job coaching, apprenticeships or other forms of training;
- Any other creative capacity-building activities that have a demonstrated effect on improving livelihoods and income generating opportunities.

#### b) In-kind support

The capacity building activity should be combined with in-kind support for each beneficiary to start-up or improve their business. Such in-kind support can include

- Tools and equipment for different trades and types of businesses;
- Furniture and other supplies to set up offices/business spaces;
- Input for agriculture related business activities, including seeds and plants, small livestock;
- IEC materials;

The procurement of the in-kind support is expected to be undertaken by the applicant.

### **3.1. Target areas**

Projects will be implemented in Sabha, Qatroun, Benghazi and Kufra. Applicants can propose activities in one or more of these areas. The applicants will need to be able to demonstrate experience and existing networks in the areas applied for.

### **3.2 Beneficiaries and target groups**

Libyan communities, including all tribes; migrants, IDPs; people with disabilities; women; and youth. Any project that includes migrant communities, a mix of tribes or otherwise seen to contribute to social cohesion in a positive way will be prioritized.

### **3.3 Budget range *per project***

USD \$10,000 – \$200,000

The proposed budget estimates must be within this range, in fair proportion with the activities and aligned with current market prices. Any organization submitting a budget above \$50,000 USD will be required to have or open a USD bank account, in Libya or abroad.

### **3.4 Duration of project and time frame**

Any one project should be maximum 6 months in duration. Implementation is estimated to take place between November 2019 and June 2020.

### **4. Key responsibilities of the applicant**

In any one project, the following are the responsibilities of the partner:

1. Beneficiary selection;
2. Conduct any required capacity assessment of selected beneficiaries to inform design training manuals/programs;
3. Design and develop training manuals/programs;
4. Delivering the capacity building, directly or through hired trainers;
5. Facilitating any training, mentoring, coaching, on-the-job trainings etc.;
6. Any related procurement, including consultants, trainers, venues, refreshments;
7. Procure and administer the in-kind support.

The management of the in-kind-grants and reporting needs to be done in compliance with IOM procurement policies and financial accounting procedures. IOM will provide relevant guidance.

### **5. Selection criteria**

Any organization or institution may apply, which is:

1. Non-profit, or profit with a clear social responsibility agenda;
2. Legally recognized Libyan entity, registered at the Libyan Ministry of Culture or the Commission for Civil Societies, or any other relevant Libyan official entity;

The applicant must indicate how it receives payment, including through USD account abroad or in Libya, Libyan Dinar account etc.

The applicants must have previous experience implementing social cohesion/livelihoods activities and solid motivation to contribute to stability in the region. Furthermore, the applications will be evaluated against the following criteria, principles and aspects:

1. **Production of concrete and tangible outputs:** the focus on delivery of visible work, with **timely and visible** impact that addresses root causes of community-level conflict and encourages peaceful interaction;
2. **Responsiveness to on-the-ground needs:** local ownership and community participation in decision-making around the work should be encouraged to ensure sustainability; implementation must be undertaken with direct and ongoing reference to existing, formal and informal political structures;
3. **Conflict sensitivity and Do-No-Harm:** the potential indirect negative consequences of projects must be considered and avoided or mitigated (i.e. intended and unintended consequences of the action must be carefully analyzed and accounted for in the project proposal);
4. **Migration:** the applicant must have a good understanding of migration and displacement in the context of Libya, and proven experience working with migrant communities and related social cohesion/capacity building activities. Integration of migrants into activities will be a plus.
5. **Ongoing monitoring review:** to ensure that the project is building upon best practices and responding to changing contexts and conditions on the ground;
6. **Gender Sensitive:** concepts that ensure that there is a gender balance in the intended beneficiaries will be scored higher.
7. **Coordination and complementarity:** with the actions of other development actors and ongoing activities in the area
8. **Efficient and cost effective:** the ideas must demonstrate that the activities, budgets and timelines are realistic and proportionate

## 6. Application and submission instructions

Applications must be in **English or Arabic** and include the completed application documents annexed with this TOR:

- Annex 1. Applicant Information Form
- Annex 2. Proposal Template
- Annex 3. Budget Template
- Annex 4. Organization Capacity Assessment

Applications must also include:

- Official registration in Libya
- Bank account details, including the bank location, name of account holder, currency of account (USD or LYD). Applicants are recommended to complete the annexed Vendor Information Sheet.

Other recommended documents include: CVs of organization/company staff, and at least two references of good performance (including from donors, implementing partners).

## 7. Period for submission of proposal: 19 - 30 September 2019

Proposals should be submitted by email to [togetherwebuild@iom.int](mailto:togetherwebuild@iom.int) and [nfirlik@iom.int](mailto:nfirlik@iom.int) or in a sealed envelope to the program office, located in Tripoli: Hay Al Andalos Post Office.

## 8. Application review information

Within approximately 21 days of the submission deadline, a Grants Review Committee (GRC) will convene to review all applications. The GRC will verify the application submission requirements. IOM will notify the applicants whose proposals have been selected and provide further instructions.

**DOWNLOAD FILES.** 

[Livelihoods TORs](#)

[Annex 1. Applicant Information Form](#)

[Annex 1. Applicant Information Form\\_AR](#)

[Annex 2. Proposal Template Live](#)

[Annex 2. Proposal Template Live\\_AR](#)

[Annex 3. Budget Template](#)

[Annex 3. Budget Template\\_AR](#)

[Annex 4. Organization Capacity Assessment](#)

[Annex 4. Organization Capacity Assessment\\_AR](#)

[Annex 5. Final Checklist\\_AR](#)