**United Nations Population Fund**

**Call for Proposals**

**Training and Community Centre in Zaatari Camp**

**Deadline: 20 November 2017**

1. **Background**

UNFPA, the United Nations Population Fund, is an international development agency, which supports countries in using population data for policies and programs to reduce poverty and to ensure that every pregnancy is wanted, every birth is safe, every young person’s potential is fulfilled, and every girl and woman is treated with dignity and respect.

UNFPA has been operating in Jordan since 1976, supporting the Jordanian Government and its development partners in meeting its national development goals in areas of population, poverty reduction, sexual and reproductive health, gender equality and prevention of all forms of gender discrimination and gender based violence.

Since the onset of the crisis in Syria and its spill over into Jordan, UNFPA has worked, through national and international partners, to provide sexual and reproductive health services and GBV prevention and response services both in the camps and in the communities most affected by the crisis. UNFPA's humanitarian response to the Syrian crisis includes: 1) providing sexual and reproductive health services and promoting reproductive rights including family planning services, antenatal care, safe delivery, postnatal care, clinical management of rape (CMR) and counseling; 2) Gender based violence prevention and response services; 3) capacity building of the national actors to ensure the provision of quality services; and 4) provision of supplies such as family planning commodities to the health service providers and provision of reproductive health kits, and 5) working with adolescents and youth to raise their awareness around SRHR and GBV in order to make informed decisions, as well as build their capacity to become actively engaged in their communities.

**2. Project Objectives**

Since the inception of the Syrian crisis, UNFPA Jordan has been scaling up its programs to cover the needs of the vulnerable population with a goal of reducing maternal and neonatal morbidity and mortality, and strengthening the capacity of the Ministry of Health (MoH) and other national & international partners by providing trainings for service providers to help address the increased pressure and caseload on health facilities for reproductive health services. As the lead coordinator for reproductive health services in Jordan, UNFPA has ensured that partners providing reproductive health services receive necessary training; gaps are identified and addressed; and duplications are avoided in service provision.

Keeping this in view, this call for proposals aims to address the training needs of service providers operating in Zaatari camp, and improve refugee community engagement through community mobilization that will enable their participation in wider initiatives in the camps. The centre will serve as a reference for information sharing on available resources and events in the camp. The project objective is to strengthen the institutional and technical capacity of service providers and community inside Zaatari refugee camp including Governmental and non-governmental partners, humanitarian agencies, national and international NGOs to further improve the quality of service delivery and information available for Syrian refugees in the camp. The training and community centre in Zaatari camp will provide a dedicated space to train the service providers for improved service delivery in Zaatari camp. In summary following are the key objectives of the training and community centre: 1) provide a dedicated forum for enhancing the capacity of service providers operating in Zaatari camp on topics related to UNFPA’s mandate and scope of work; 2) utilize the center for Social Mobilization for activities such as increased utilization of family planning methods, addressing harmful social norms to prevent GBV, YPEER interagency trainings etc. 3) Utilize the centre for community outreach including engagement of men and boys in sexual and reproductive health and gender issues. The project will target health service providers (doctors, nurses, midwives), Psychosocial specialists, Case managers, Community workers, Syrian volunteers as well as Project staff including project managers, project coordinators, team leaders etc. The proposed Training and Community centre will be established at the UNFPA existing site in Zaatari 1, District 2.

1. **Call for Proposals**

This call for proposals is open to national NGOs, INGOs and other agencies who are interested in running and managing the Training and Community Centre in Zaatari camp and have a proven track record of conducting a wide range of trainings and community mobilization in humanitarian settings including but not limited to topics, such as reproductive health protocols, tools and standard operating procedures on primary and sexual and reproductive health and gender based violence services, including referral pathways. Other key topics include: IUD insertions and removal, Implant insertions, family planning methods and counselling, Clinical management of rape, STI management, Minimum Initial Services Package (MISP), GBV case management as per the new IASC guidelines, psychological first aid, awareness on child marriages, human rights, minimum standards for GBV prevention in emergencies, guidelines for integrating GBV in humanitarian action etc. The trainings will ensure compliance with evidence based national and international guidelines, will reinforce client rights to informed and responsible free medical decision and confidentiality. The training center will also be used as a platform to enhance the capacity of service providers on core principles of working with survivors of GBV and provision of multi-sectoral GBV prevention and response services. In addition the training center in Zaatari camp will be used for training GBV service providers on safe and ethical data collection for the Gender-Based Violence Information Management System (GBVIMS) to effectively and safely collect, store, analyze, and share data related to reported incidents of GBV. Moreover the training and community centre will serve as a platform for social mobilization and community outreach activities. The training and community centre may also be used for celebrating key international theme days such as World Humanitarian Day, World Refugee Day, 16 days of Activism, Family Planning Day, International Midwives' Day, World Population Day etc. UNFPA will also provide the selected partner with its annual calendar of events.

The training and community centre will also be available to other governmental, United Nations agencies and national/international NGOs operating in Zaatari camp to conduct relevant trainings and social mobilization interventions free of cost in the first year of execution. Accordingly, these organizations will not be charged any rental fees for use of the premises and its equipment, however, they will be responsible for providing hospitality and the relevant training materials and trainers.

The selected organization for managing and running the training and community centre will be responsible for conducting internal trainings, managing and distributing a yearly calendar for the planned trainings and community mobilization initiatives as well as coordinating with other organizations interested is using the premise for conducting their own trainings and social mobilization interventions.

UNFPA invites interested organizations to submit a proposal that seeks to achieve the above mentioned objectives during the period January – December 2018. Organizations are encouraged to address through proposals how each key objective will be achieved. The selected organization will be accountable to key results achievements and progress.

**4. Proposal requirements**

Proposals must contain the following (using the **attached formats** as a reference):

1. A narrative as per the provided template setting out the framework of the project to be implemented in Zaatari camp. **The narrative should not exceed 6 pages. Place any other information you wish to provide in appendices.**

2. A summary work plan as per the attached template ***(***[***appendix***](https://drive.google.com/open?id=0B5nR-AZ6VUxXb3I5bk9mSUdhZlE) ***1)*** including schedule of trainings and social mobilization activities (Period: 01 January 2018 - 31 Dec 2018)

3. A logical framework in line with the template provided [***(appendix 2***](https://drive.google.com/open?id=0B5nR-AZ6VUxXb3I5bk9mSUdhZlE)***).*** Period: 01 January 2018 - 31 Dec 2018.

4. A budget summary as per the budget template shared ***(***[***appendix 4***](https://drive.google.com/open?id=0B5nR-AZ6VUxXUnNScmVPWFIwU1U)***).*** The site for the training centre already exists in Zaatari camp (Zaatari 1, District 2), however renovation needs to be done to the site. This will include additional caravans, generators and equipment and supplies for running the centre (Period: 01 January 2018 - 31 Dec 2018).

5. List of key Human Resources allocated for the project, including their qualifications in relation to the project objectives ***(***[***appendix 3***](https://drive.google.com/open?id=0B5nR-AZ6VUxXb3I5bk9mSUdhZlE)***)***

6. Proposed site layout and design

7. Partner Declaration ***(***[***appendix 5***](https://drive.google.com/open?id=0B5nR-AZ6VUxXbktvd203Wk9aaU0)***)***

**Required Track-record**

1. Demonstrated capability in conducting high quality, culturally sensitive trainings on primary health, SRH and other relevant topics in humanitarian settings.
2. Demonstrated capability in managing and efficiently running training/resource centres.
3. Demonstrated capability in managing and implementing projects in a camp setting.
4. Demonstrated capability to conduct trainings on gender based violence in survivor-centered approach in coordination with relevant sectors.

5. Demonstrated capability in mobilizing communities and conducting outreach activities.

6. Previous partnership with UNFPA is an asset.

**Documents to be attached (scans)**

* Statement of legal status;
* Annual report;
* Project Human Resources Chart.

**Organization Details**

* Name and contact details of Project Manager;
* Names and contacts of organization’s board members;
* Organization’s Organogram
* Bank details.

It is envisaged that the successful organization will manage the project through an agreement for an initial period of 12 months starting from 1st January 2018. The extension and renewal will be dependent upon performance, achievements and availability of funding. All project proposals must be submitted in accordance with the proposal template. The successful organization is responsible to obtain all the necessary approvals to start implementation; such approvals include but not limited to MoPIC and other in line ministries and SRAD.

Selection will be undertaken by the technical team at UNFPA. UNFPA will assess the proposals evaluating: a) type, quality and cost-efficiency of the proposal b) proven qualifications and track record of the applying organization c) budget and timeframe. Additional information may be requested to assist in the analysis and evaluation of the proposal.

**Submission of the Proposals:** Proposals should be submitted by email to the following addresses:

proposal@unfpa-jordan.org

**Deadline:** The deadline for submission of the full proposal is **20 November 2017**.