

# British Embassy Caracas: call for project proposals from potential implementers

We invite interested organisations to send in their project proposals to become implementers for our 2021-2022 bilateral programme, as per our expected areas of work.

Deadline: Monday 5 July 2021, 00:01 a.m.

## **The bilateral programme**

The Bilateral Programme is the main channel through which the British Embassy finances projects in Venezuela. These should contribute towards achieving results within strategic objectives and expected outcomes identified by the Embassy, which benefit Venezuela.

Through this programme, the Embassy has supported various projects on areas such as human rights and democracy, economic reform, sustainable development and energy.

## **Expected areas of work for FY 2021-2022**

This year, we are looking for projects that focus on the various themes listed below. The examples included for each theme are only meant to help serve as a guide, and are not restrictive. You may bid for funding for any type of project as long as it falls under the broad theme, even if different to the example provided. The themes listed below are in no particular order.

1. Human Rights and Human Rights Defenders. Example: Capacity building of civil society organisations to carry out independent and impartial evidence collection on human rights abuses, following international law standards.
2. Modern Slavery. Example: Identifying modern slavery dynamics in Venezuela.
3. Promoting Democracy. Example: Increasing civil society capacity to champion free and fair elections, good governance, transparency and/or rule of law.
4. Climate Change Advocacy. Example: Awareness-raising, capacity-building and preparation ahead of the [UK-hosted 26th UN Climate Change Conference \(COP26\)](#), with a focus on mobilising cross-society and inclusive climate

action.

5. Climate and Biodiversity. Example: Climate change mitigation and adaptation, decarbonisation, energy transition, restoration and protection of ecosystems, conservation, nature-based solutions, resilience.
6. Media Freedom. Example: Capacity building of local media workers and outlets.
7. Promoting gender equality and female empowerment. Example: Promoting girls' rights by increasing access to education.
8. LGBT+ rights. Example: Awareness campaigns to tackle LGBT+ discrimination.

### **Key points to consider before submitting your bids**

- projects are funded for no more than eight (8) months. Activities should be carried out before 31 March 2022. Please plan to start activities in August 2021
- payments are made in arrears (reimbursements). This means that the Embassy is not allowed to pay up-front for project activities which have not taken place
- overhead/administration costs should not exceed 10% of the overall project budget
- at least 85% of the funds must be implemented by December 2021
- make sure the proposed project purpose (in the format) is well defined and specific, and is aimed at achieving at least one of the listed cooperation outcomes
- co-financing from other institutions is welcomed. Please include this as part of your bid if appropriate
- each organisation may only present one (1) proposal per area of work
- purchase of capital goods, including infrastructure, properties, furniture and/or IT equipment, is not authorised

- all projects must align with the Paris Agreement and consider climate and environmental risks, as well as their impact on gender equality

These points are subject to change at the discretion of the Foreign, Commonwealth and Development Office (FCDO).

## **Gender equality**

The British Government is committed to achieving gender equality at home and worldwide, which is why we pushed for a standalone Sustainable Development Goal (SDG) on gender.

As such, we expect that all projects funded by the Embassy are gender mainstreamed by:

- paying careful consideration to the level of female participation in the delivery of project activities, which applies both for implementers and beneficiaries
- understanding and responding to the different needs of women and girls taking part/benefitted by the project, which should be considered at the project design stage, during its implementation, and as part of the evaluation of the project impact
- and considering and preparing for the differentiated impact the activities may have on women and girls taking part in the project

## **Who may send in their project proposal**

- state institutions – at all levels
- non-governmental organisations (NGOs), legally registered
- universities
- think tanks
- private sector and commerce and industry chambers

Before applying, please be sure you are able to submit the following legal documentation, when required by the Embassy (do not forward these documents when applying):

- digital copy of the Trade Register/Articles of Incorporation (Registro Mercantil o Acta Constitutiva)
- copy of the Fiscal Registration identification number (Registro de Identificación Fiscal -RIF)
- letter-headed document specifying bank account details
- a copy of the Identity Card (Cédula) of the legal representative of the organisation

## **The indicative process timeline**

- 5 July 2021 – Deadline for potential project implementers to send in their project proposal
- 19 July 2021 – Embassy notifies shortlisted potential project implementers of their semi-finalist status, and asks them to develop a revised project proposal, accompanied by its activity based budget (ABB), aimed at achieving one of the specified outcomes
- 6 August 2021 – Deadline for implementers to submit full project proposal and ABB
- 12 August 2021 – Embassy project board meets to agree and approve successful projects. Successful and unsuccessful bidders notified
- 16 August 2021 – Grant agreements/contracts/MOUs signed with approved project implementers and project implementations start

These dates are subject to change.

## **The selection process**

If you think your organisation can support the Embassy in the delivery of our cooperation objectives, please complete the format attached in English and forward it to [projects.caracas@fco.gov.uk](mailto:projects.caracas@fco.gov.uk) by the indicated deadline, including the name of your organisation in the subject line (e.g. Asociación Venezolana de Investigaciones Sociales).

The form is designed to determine why your organisation is best suited to deliver a project aimed at achieving one of our cooperation outcomes, what type of activities you envisage as part of a project funded by the Embassy,

how much it would cost and with whom you would partner up to deliver project activities. Please note we will not consider proposals presented in a different format.

After receiving your project proposal, the Embassy will produce a shortlist according to agreed criteria such as whether the project is sustainable in the long-term, has a multiplying effect, represents value-for-money and is gender mainstreamed.

These criteria are reflected in an appraisal matrix the Embassy uses to mark potential project implementers. Those with higher marks will be shortlisted and required to develop a full project bid. Please note the Embassy may consider asking organisations to join up as partners and work on a full project bid together.

The Embassy project board will then meet to assess project bids.

## **The monitoring process for projects**

Once approved, and in accordance with the grant agreement/contract/MoU, the implementing organisation must submit quarterly reports, and a final evaluation report.

Please note that Embassy staff will keep in touch with your organisation throughout the project implementation and may call for monitoring meetings or participate in project activities.

A few examples of projects financed by the Embassy:

- creation of a network of organisations aimed at tackling violence against women and girls in Venezuela
- diploma course on a culture of peace and human rights for civil servants in Mérida municipalities
- raising awareness on LGBTI rights with police officers
- training on PRECIS Climate Modelling System for government officials
- enabling reduction of subsidies of Liquefied Petroleum Gas
- implementation of an on-line participatory budget and procurement system in eight Venezuelan mayoralties.