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EXPRESSION OF INTEREST (EOI)

**Civil Society Organizations (CSOs)/Community-Based Organizations (CBOs)
(CSOs/CBOs in Bong, Nimba and Grand Gedeh Counties)**

DEADLINE: FEBRUARY 10, 2017 TO LEGITSOLICITATION@DAI.COM

The USAID/Liberia Local Empowerment for Government Inclusion and Transparency (LEGIT) Project implemented by Development Alternatives, Inc. (DAI Global) is requesting expressions of interest from Liberian Civil Society Organizations (CSOs) and Community Based Organizations (CBOs) interested in being grantee partners for the LEGIT project in Liberia. Grants can only be awarded to legally registered CSOs/CBOs; individuals are not eligible for grants. LEGIT activities, except those in support of the Ministry of Internal Affairs and the Governance Commission, are limited to the following counties and cities: Bong, Nimba and Grand Gedeh counties and the cities of Gbanga, Ganta and Zwedru.

BACKGROUND

The LEGIT project is a USAID project funded initially for three years with two option years. The purpose of the LEGIT project is to increase the accountability, transparency, and effectiveness of sub-national government resources in Liberia. LEGIT will provide support to the Ministry of Internal Affairs and Governance Commission as they lead, monitor, and coordinate the implementation of the Government's decentralization agenda. LEGIT will also strengthen subnational institutions in three counties to be more capable, transparent, and responsive to citizens, improving the information provided by Government on how public resources are used at sub-national levels. LEGIT will support participatory decision-making approaches which can improve citizen participation and monitoring of existing and future services provided at the sub-national level. Lastly, LEGIT will focus on developing and strengthening working relationships between government and citizens.

LEGIT has four objectives:

1. Increased capacity of Government of Liberia (GOL) institutions to make incremental and sustained progress in the implementation of the National Policy on Decentralization and Local Governance;
2. Improved performance and strengthened capacity of county administrations to coordinate and provide oversight of Government of Liberia activities across sectors;
3. Improved capacity of cities to manage revenues and deliver key services; and
4. Increased citizen representation in planning and decision-making of service delivery in counties and cities.

LEGIT GRANTS FOR CSOs: OVERVIEW

As part of its grant program, LEGIT will issue grants to Civil Society Organizations (CSOs) and Community-Based Organizations (CBOs). The LEGIT grants program will support the

Government of Liberia to develop and use processes that are more inclusive and participatory, in line with LEGIT Objective 4. Such processes are expected to increase citizen participation in local decision-making processes, and ensure accountability and transparency in resource management at subnational level in the LEGIT counties and cities named above.

LEGIT will collaborate with government partners and citizens to facilitate participatory planning and budgeting for improved sub-national service delivery in the LEGIT cities and counties. LEGIT grant funds are designed to use “learn by doing” methods to support partners to address real-world challenges. To support CSOs/CBOs, LEGIT will fund Citizen Participation Grants to CSOs/CBOs to implement activities to improve citizens’ skills in participatory planning, budgeting, management, and evaluation.

Citizen Participation Grants for CSOs/CBOs, community groups, and nongovernmental organizations (NGOs) will provide support to citizens to increase their voice in local decision making. Grant activities will build citizen skills in speaking persuasively, conducting advocacy, and focusing on highly visible governance issues at the subnational level to support the changes envisioned in the Government of Liberia’s decentralization policy. Grants may therefore be made to build the capacity of CSOs/CBOs in the areas of organizational capacity (e.g. management, planning, monitoring and evaluation), advocacy and communications.

Citizen Participation Grants aim to strengthen participatory planning and budgeting processes at the county and city level. This will usually involve participation in the development of strategic plans (e.g. the County Development Agenda), Annual Work Plans or the planning for specific sectors such as solid waste management, water or other critical sectors. This will involve citizens working closely with local government to ensure that the needs of citizens are adequately reflected in local government planning and budgeting. Therefore, it is possible that these activities will be co-led by the county or city government. In such cases, grant proposals and their implementation should be developed through a participatory process with local government that includes the perspectives and needs of citizens, CSOs/CBOs, and community groups, particularly those from minority or under-represented groups including women and youth organizations. This process will strengthen citizen engagement and responsiveness to local needs. Some examples of possible Citizen Participation Grants would be to implement inclusive service improvements, such as cleaner public latrines, more waste collection points, and services designed specifically for women, youth, or other disadvantaged groups.

Grant proposals will be expected to include detailed timelines, activities, and budgets that outline the activities and outputs that will ensure that the grant activity funded will achieve its objectives. Where an activity will involve participation by county or city governments, we encourage applicants to consult and agree with county superintendents and county actors as well as city mayors and municipal actors who may be either involved with the grant activity or impacted by it. This will facilitate activity implementation and reduce the possibility of conflict between implementing CSOs/CBOs and local governments, as well as increasing the likelihood of success.

LEGIT will conduct in each LEGIT county and city a CSO/CBO capacity assessment of potential CSO/CBO partners to assess their ability to engage effectively in local governance and support CSOs/CBOs to conduct social audits of county and city governments’ service delivery,

including support to CSOs/CBOs to acquire skills in building public awareness on civic engagement, participatory planning, budgeting and monitoring of service delivery. These assessments will inform LEGIT decision making on grant applications. LEGIT County Teams will meet with CSOs/CBOs in each county to provide a copy of the assessments made and to initiate a dialogue on how county CSOs/CBOs can work with LEGIT at the city and county level.

FACTORS FOR CONSIDERATION IN AWARDING GRANTS

LEGIT will select Liberian CSOs/CBOs of particular relevance to achievement of LEGIT's program results. Specifically, interested organizations must meet the following minimum qualifications to be eligible for a LEGIT grant:

- Legally registered governance-focused Liberian organization that is active at the city or county level and has at least minimal organizational capacity; e.g. an office or location of operations, active leadership whether voluntary or paid and an active membership;
- Interested and positioned to take a role in helping LEGIT to achieve its strategic objectives in its county or city;
- Known by LEGIT stakeholders and recognized as having a legitimate stake in a sector or aspect of local governance, including youth, women's issues and marginalized group affairs;
- Demonstrably committed to learning, improvement, and innovation to continuously enhance the organization's positive influence on society;
- Has the potential to effectively support the Government of Liberia's deconcentration and decentralization efforts in the three LEGIT Counties;
- Able, with support from LEGIT or through its own resources, to advance the power and role of civil society in governance.

Upon receipt and review of expressions of interest, those who meet the above eligibility criteria will be shortlisted and asked to submit a full application in response to a Request for Application (RFA).

RESPONSE AND SUBMISSION DEADLINE

Interested organizations are encouraged to submit an Expression of Interest by providing the following documentation to LEGIT using the EOI Form provided at Annex A.

The deadline for responding to this EOI is Friday, February 10, 2017.

Responses received after the stated deadline may not be reviewed. Responses may be emailed to LEGITSolicitation@dai.com or delivered in a sealed envelope to USAID/LEGIT County Offices located in Gbarnga, Bong, Ganta, Nimba and Zwedru, Grand Gedeh Counties. Please address the subject of the email or the sealed envelope as "Expression of Interest – LEGIT CSO/CBO Grantee Partner". The addresses of the LEGIT County Offices are provided at the end of this document.

DAI Global will only respond to **written questions** regarding this EOI through the email address: LEGITGrants@dai.com. Questions must be submitted by **January 25, 2017**.

All information provided by organizations in response to this EOI will be treated confidentially. DAI Global will not use the information provided in the expressions of interest in any other purpose nor shall be revealed to other partners.

If a respondent is found to have made any false or misleading claims or statements, or obtains confidential information, or otherwise receives improper assistance, DAI Global reserves the right to reject an EOI submitted by or on behalf of any respondent.

NOTIFICATION PROCESS

DAI Global may require a respondent to submit additional information in order to better judge an EOI. Upon receipt and review of Expressions of Interest, DAI Global will notify successful organizations, if any, who have been selected for pre-qualification and may then be advanced to the next stage to receive the full Request for Application (RFA).

OBLIGATIONS

DAI Global will not reimburse respondents for any costs either associated or incurred with preparing a response to the Expressions of Interest (EOI).

Note: Please note that the issuance of this EOI does not obligate DAI Global or LEGIT to award any grant, subcontract, or purchase order.

LEGIT COUNTY OFFICES ADDRESSES

LEGIT County Offices have been established in Bong, Nimba and Grand Gedeh counties, as shown below. Please note that all grant related project activity is managed by the LEGIT Grants Team in Monrovia. However, interested organizations are welcome to contact the relevant LEGIT County Team to obtain general information on the project.

1. LEGIT Bong County Office

Catholic Church Compound
Gbangba, Bong County

2. LEGIT Nimba County Office

Methodist Church Compound, opposite the hospital compound
Ganta, Nimba County

3. LEGIT Grand Gedeh County Office

Disco Hill
Zwedru, Grand Gedeh County

Annex-A: Expression of Interest (EOI) Format

1. General information

a.	Name of the applicant:	
b.	Type (national NGO, CSO, CBO, Faith Based Organization). <u>Specify the relevant law under which the entity is registered and attach a copy of the current registration.</u>	
c.	Name of head of the organization	
d.	Physical address:	
e.	Postal address (if different from physical address):	
f.	Office phone numbers:	
g.	Email:	
h.	Facebook/Website:	
i.	Key contact person:	
j.	Cell number of the key contact person:	

2. Organizational Statement

- a) How would your organization serve as a role model for other CSOs/CBOs in your county?
- b) How do your organization's goal and objectives support the LEGIT project's objectives?
- c) What demonstrated achievement or other verifiable success best illustrate the ability of your organization to advance the role of Liberian civil society in governance?
- d) How does your organization build and strengthen its networks?

3. Project Documentation:

- a) Legal registration certificate; and,
- b) Other organizational documentation e.g. capability statement if available.