



Initiative Africa

# Call for Proposals for 2020-2022

*Small Grants Program for Building the capacity of BMOs to advocate the interests and concerns of their members and respond to their members' needs by delivering required services and information.*

Issued by Initiative Africa under the project '**Empowering Marginal Economic Actors through Policy Reform from the Bottom-up (EMEA)**'

## 1. Introduction

Business Membership Organizations (BMOs) in Ethiopia are relatively young, and have substantial room for development, which presents both challenges and opportunities that should be properly addressed in order to develop a sector which in its turn will contribute to the development of the SME sector and business environment in general.

Majority of BMOs face serious challenges, which are due both to the overall economic situation and environment in Ethiopia, and to weaknesses of the BMOs and their sector. To this end, Initiative Africa is announcing a small grants program called Innovative Grant Fund (IGF) to provide services to the respective businesses and/or represent their interests through lobbying and other means. IA will award grants to BMOs working to remedy the existing challenges and weaknesses in promoting entrepreneurs' business interest and supporting development of business environment overall.

## 2. Grant Application Deadline

The application process will open on 10 June 2020.

Grant applications must be submitted through our online application system, **Apply IGF**, by 31 July 2020 at 3:00 p.m. A separate Project Result Framework should also be submitted online.

## 3. Problem Statement

Business associations are organizations that bring together business owners from a specific area. They range from nationwide associations to those that encompass businesses in individual countries, regions, cities or neighborhoods. Whatever its scope, a business association can provide a number of benefits to business owners who generally elect to pay dues and participate as members. There are around 100 active business associations in Ethiopia. Most, if not all, are established to provide their members with opportunities to network and share information and resources. Although, many of these associations fail to give their members

sufficient and adapted services to their individual needs, with little assistance many will have the potential to make significant impact on the business community. By providing their membership business associations financial and technical support the project aims to leverage the information they gather about their members into actual, tangible improvements. The project tries to offer a solution to existing BMOs problems and challenges and to strengthen the competitiveness of businesses operating in Ethiopia.

#### **4. Grant Opportunity**

This grant is called Innovative Grant Fund (IGF) and is designed to fund innovative business development strategies that increase the capacity of business membership organizations to support the business interests of their members. The Grant covers the following projects:

- Program implementation/capacity building/training;
- Equipment and improvements to enhance efficiency;
- Support to women and youth entrepreneurs;
- Marketing product development
- Visitation to business sites and development of travel-generated revenue;
- Support innovative business capabilities for vulnerable groups
- Support BMOs and/or Chamber of Commerce impacted by COVID -19
- Organizing customized business delegation tours for local exporters

#### **5. Eligibility Criteria (Do you qualify)**

The following are minimum eligibility requirements when considering grant applications from IGF:

- Be an organization registered with Agency for Civil Society Organization and/or similar Governmental Body.
- Have a 2 year audit reports.
- Have a functioning board with latest minutes of meetings and
- Registered office address

#### **6. Application Process**

1. Read IA's announcement for competitive IGF Grants on IA's website and social media platforms;
2. Submit grant application, including required attachments, through our online application system, **Apply IGF**, beginning June 10<sup>th</sup>, 2020. Applications must be submitted by 31 July 2020.

More specific questions about program concepts, content, eligibility and evaluation can be addressed through phone calls and in-person meetings with the project officers.

## **7. Proposal Evaluation Criteria**

Proposals for grants should include a narrative that responds to the questions found on **Apply IGF**. Grant proposals will be evaluated, on a competitive basis, using the criteria in annex 1.

## **8. Awards**

Grant awards will be based on historical budget information from previous projects. Applicants should include a budget narrative that makes clear the necessity of the project's specific budget line-items.

Please note that project proposal narratives may be posted publicly on our website to reflect our value of transparency and encourage learning among grantees, future applicants and the community at large.

## **9. Appeals Process**

Applicants can only protest or appeal violation of procedures to the IA Board. Ranking and scoring by the Peer Review Committee is not subject to protest or appeal. Notice of intent to protest and any protests must be made in writing. Individuals should make their protests as specific as possible and should fully identify the procedural issue being contested.

## **10. Review and Selection Process**

Applicants may receive a site visit, telephone call and/or other type of communication from IA staff as part of the proposal review process to present their project to the PEER REVIEW GROUP (PRG). Staff will review all proposals recommended for funding to IGF's PRG. Applicants will be informed of grant decisions on August 31<sup>st</sup> 2020.

## **11. Evaluation, Monitoring and Grantee Learning Activities**

Grantees will be expected to meet IA's requirements for a final financial and narrative report and evaluation data, as well as be willing and available to talk with the program evaluation team staff and when requested.

In an effort to further the overall program goals of this RFP, inform future RFPs related to this topic and contribute to larger field-building objectives; grantees will be invited to participate in a post-project completion meeting to share information on project activities and best practices as well as respond to research-based evaluations annually.

**Thank you very much for your interest in responding to this RFP and in supporting the private sector. We look forward to reviewing your proposal.**



# IGF SUMMARY RESULTS FRAMEWORK

**Goal:** Contribute to enhance chambers of commerce and business membership associations' capacity through selected demand-driven services and through advocacy aimed at creating a better business environment.

## Outcome 1.1

Chambers of commerce and business membership associations made operational adjustments to provide resources and tools to SMEs to help them navigate the economic shock.

## Outcome 1.2

Chambers of commerce and business membership associations brought attention on the devastating impact of COVID-19 on SMEs and their employees

## Outcome 3.1

At the end of the project, key elements of operational capacity have been enhanced, service delivery and governance improved.

## Outcome 3.2

At the end of the project, chambers of commerce and business membership associations have expanded their capacity to finance themselves by a mix of membership dues, service fees, and subsidies from government or donors.

## Outcome 3.3

At the end of the project, chambers of commerce and business membership associations have increased their membership, put in place a committed and visionary leadership, established a democratic and efficient governance structure, set up sufficient financial, personnel and physical resources, and high-quality advocacy service.

## Outcome 3.4

Built capabilities to support: trade and market development, training, advice and consulting, information and networking, office facilities and infrastructure services, joint activities with partners. to finance themselves by a mix of membership dues, service fees, and subsidies from government or donors.

## Objective 1

Mitigating the effects of COVID 19 on chambers of commerce and business membership associations and prepare as the crisis recede to support economic activity that is coherent with a green and just transition and leaving no one behind.

## Objective 3

Strengthen chambers of commerce and business membership associations' to improve services in order to provide value to existing and potential members.

## Objective 2

Strengthen chambers of commerce and business membership associations' engagement to influence the policy-making process and enhance the role of women in business leadership.

## Objective 4

Support chambers of commerce and business membership associations create a stronger business information services to improve trade, employment, economic development and quality of life.

## Outcome 2.1

At the end of the project, public private dialogues are more inclusive, including for women in business.

## Outcome 2.2

Elevated women voice and leadership in decision making.

## Outcome 2.3

Chambers of commerce and business membership associations' capacities to engage in public consultation processes is enhanced particularly in relation to engagement in policy dialogues.

## Outcome 2.4

At the end of the project, chambers of commerce and business membership associations' capacities, participation and strategic influence in formal business and economic policy processes have increased.

## Outcome 4.1

At the end of the project, chambers of commerce and business membership associations register recognition for performance and better collaboration with stakeholders.

## Outcome 4.2

Chambers of commerce and business membership associations use communication media efficiently for acquiring political clout and thus influencing the political decision-making process.

## Outcome 4.3

Chambers of commerce and business membership associations capacities is enhanced to prepare expert position papers and media events.

## GRANT EVALUATION CRITERIA

No.	Evaluation Criteria	Rate	Rating	Remarks
<b>BACKGROUND</b>				
1	Is the problem statement clear and well defined?	10		
2	Is the project timely and address an identified gap in the field?	10		
3	Are the objectives reasonable and achievable?	15		
<b>METHODOLOGY</b>				
4	Is the description of the project design (strategy, beneficiaries, work plan, monitoring/evaluation, management arrangement) clear?	15		
5	Are the types of instruments or techniques planned for measurement detailed, with rationale for the instruments selected?	10		
6	Are potential outcomes reasonable?	10		
7	Is there a clear plan for dissemination at the regional or national level, including through conferences or publications?	5		
8	Is the timeline for completion feasible and likely to succeed?	5		
<b>BUDGET</b>				
9	Are the budget itemizations reasonable and appropriate?	20		
	<b>Total</b>	<b>100</b>		

