



Fast Response Funding Guideline Women's Voice and Leadership Bangladesh (WVLB) Manusher Jonno Foundation

1. Introduction

Women's Voice and Leadership (WVL) is a global initiative of Global Affairs Canada to support Canada's new Feminist International Assistance Policy. Globally, it was launched in June 2017 in response to the needs of local Women Rights Organizations (WROs), working to advance the empowerment of women and girls, promote gender equality and protect the human rights of women and girls in developing countries.

Manusher Jonno Foundation (MJF) in Bangladesh has been implementing WVL as a project titled "Women's Voice and Leadership Bangladesh (WVLB)". The goal of the WVLB project is to support the capacity and activities of local Women's Rights Organizations and movements seeking to empower women and girls, advance the protection of women's and girls' rights and achieve gender equality.

MJF has prepared this document for guiding the potential applicants who are planning to apply for short and discrete activities under "Fast Response Fund" to MJF.

2. Objectives of this Fund

Fast Response Fund includes urgent financial assistance to organize discrete events or to pilot innovative ideas and approaches to respond quickly to unforeseen events and opportunities. The objectives are:

- To enable a nimble and timely response to unforeseen events and opportunities, and to pilot innovative ideas and approaches that provide opportunities for women, girls, transgender.
- To support the best practices of women rights issues that may be replicated.
- To advance the issue of gender equality at different level.
- To support limited initiatives/events of advocacy at local/national level.

3. Eligibility Criteria

MJF wish to support different innovative ideas of:

- Any registered or non-registered organizations such community-based women/transgender organizations, women network, women forum, women-led media house (TV Channels, Radio), women cultural or theatre group/ club, women student forum/ education institute, youth women/girls associated institutions (e.g. youth group/debating society/ film society/ photographic society/ games and sports club/ computer club/ social service club/rover scout/social media forum/dance group/musical group etc.), women writers' forum, women

business and journalist forum/groups, ICT-focused women organization, private sectors women forums (e.g. Trade Unions, Associations, Apex forum) etc.

- Applicants promote issues relevant to feminism, gender equality, women empowerment, rights of excluded people, challenging social norms of patriarchy, women safety and security, feminist leadership, women in development etc. in different forms or supporting innovative ideas.
- Applicant must be Bangladeshi National and rightfully able to enter agreement /contract.

4. Competence:

- Demonstrated practical experience /capabilities in dealing the women issues relevant to women rights /gender equality/women empowerment/ Women leadership in diverse perspective e.g. social, political, cultural, economic, sports, business, media and so on;
- Demonstrated commitment to working with women, girls and transgender that are economically, politically, socially, culturally, or otherwise excluded, marginalized, and/or disempowered.

Other competencies, which not mandatory, can be an advantage for the performance of applicants

- Demonstrated experience in applying rights-based approaches to advance women's political empowerment and ensuring the voices and needs of women as rights-holders are heard.
- Demonstrated experience in supporting the implementation of national action plans with multi stakeholders.

5. Factors not Eligible for Funding

The common features for which a proposal will not be accepted are as follows:

- Fund request for physical capital and physical infrastructure.
- Organizations already received grants from WVLB for similar types of activities/ initiatives.
- Organizations involved in partisan politics/organizations having preference towards any political party and/or programs promoting partisan politics and/or head of the organizations holding an official position of a political party.
- Same organization will not be provided fund twice in a year.
- Only for scholarship/ stipend for study.
- Proposed work/ Activities/ Initiatives undertaken by an individual.

6. Duration

- The proposed work can be one- off event/activity within a month OR
- Series of events/activities aligned with specific objectives and the duration is three (03) to maximum six (06) months.

7. Funding Size

The grant size will be maximum BDT 300,000.00 (three lac taka), based on objective/s and activity plan. Contracted amount will depend on the value of proposed plan/work, number of events/activities. MJF may negotiate budget with the finally selected applicants considering the scope of work finally agreed with. Innovative ideas that will carry significant value in WVLB project, may be considered for additional budget in exceptional case/s.

8. Application Procedure

Requirements for Submitting Application

- Applicants interested to apply for funding must demonstrate that they meet all requirements of the eligibility criteria and competence as stated above.
- Applicants will submit plan of activity as per the given format.
- Proposals can be written in Bangla or English.
- Applicants will submit proposal with budget breakdown, in pdf.

Application may be submitted through email or hard copy submitted to the following address:

Email: mohuya@manusher.org (Interested applicants may obtain further information by contacting this email address)

Postal Address:

Women's Voice and Leadership (WVLB) Project,
Manusher Jonno Foundation (MJF)
Plot: 3 & 4, Hazi Road, Avenue: 3, Rupnagar Housing Estate
Mirpur-2, Dhaka 1216
Phone: +880-2-58053191-198 (Ext 301)

Application Template (in MS word)

Applicant's Information	
Name of the Applicant	
Address	
Name of the Contact Person	
Phone Number	
E-mail ID	
Contact Address	
Nature of Organization	
Legal status/other entity (if any)	
Proposed Work	
Objectives of proposed work	
Description of proposed work (in brief) and proposed activity/actions (e.g. Activity 1, Activity 2, Activity 3 etc.)	
Modalities/Strategy (how the proposed work to be implemented)	
Duration (from.....to.....)	
Targeted Audience (who will be reached through proposed plan e.g. student, media, mass people, journalist, parliamentarian etc.)	
Number of people reached (e.g. Number of women/Number of Transgender/Number of girls/ Number of men/Number of boys)	
Immediate results of proposed work/Benefits for women & girls	
Proposed total budget	BDT
Location: (name of the districts, thana, union, village, city corporation, ward, name of area etc. your plan will be executed)	
Proven Experience (write about your current/past experiences that fit with section 3 and 4 including evidence e.g. media coverage, credential from	

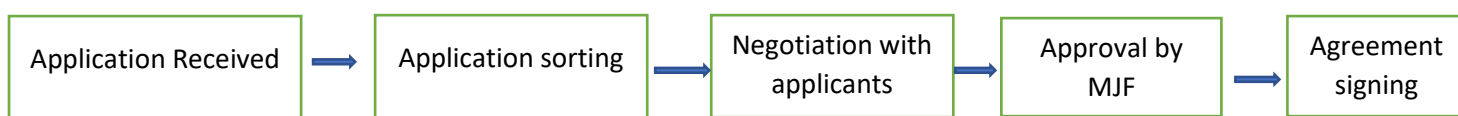
Government/NGOs, name of any funder you worked with etc.)	
Reference 1 (provide two names and detail contact of referees who know your work best including the name of NGOs/donor/ funder/agency you worked with)	
Reference 2	
Signature and date of submission:	

Budget (preferred in excel but applicants may submit along with proposal in MS-word)

Serial Number	Budget/Expenditure Head (put budget against each items/possible expenditure heads)	Calculation of cost (no. of person/items @ BDT.....)	Total Budget
	Grand Total		
Signature and date			

Note: The budget should be realistic and reasonable in providing the best possible estimates of the costs and expenses for proposed activity/ event/ programme

9. Selection and Approval Process by MJF



Note: MJF team will assess the proposal and may go for physical verification.

10. End Report Submission

- Applicants will submit descriptive report to MJF within 10 days after completion of the tasks.
- Applicants will follow the prescribed template for reporting.
- Final settlement will be made after final report submission (descriptive report and expenditure statement, attendance sheet etc.) including all original vouchers/receipts, approved by contract signatory.

Note: detailed payment procedure will be mentioned in work contract considering nature of agreed work.

11. Reporting Content

A. Name of contracted party

B. Address (postal address, phone, email)

C. Detail description of completed work (purpose/objectives, about delivered work, how it has done, locations covered by this work, who attended, the immediate benefits etc.)

D. Number of total populations reached (gender segregated data)

E. Total fund received/contracted amount

F. Actual total expenditure

G. Interesting story/anecdotes/impression of others

H. Learning/Challenges (if any)

I. Photographs, News link/photocopy of media news of the activity

Note: Signed report to be submitted to MJF either email or hard copy by post

END//