

## Call for Proposals (Grants out)

### **2022 001** Call for Proposals (Grants out)

UNDRR is the United Nations' focal point for the coordination of disaster risk reduction, working with countries and a broad range of partners and stakeholders to support the implementation, monitoring and review of the Sendai Framework for Disaster Risk Reduction 2015-2030 in coherence with the 2030 Agenda and other instruments, for the multihazard management of disaster risk in development and the substantial reduction of disaster risk and losses.

UNDRR issues grants, in line with UN Financial Regulations and Rules, to apolitical and not profit-making organisations to facilitate, implement, or carry out activities related to UNDRR's and the partner's mandates and work programmes.

To this end, UNDRR invites not profit-making organisations to submit grant proposals that focus on the project described below.

### (Grant Proposal)

#### **Support the implementation of the Stakeholder Engagement Mechanism Action Plan 2022-23**

A. Rationale:

The Sendai Framework highlights that resilient sustainable development will only be possible through a broader and a more people-centred preventive approach to disaster risk, where disaster risk reduction practices are multi-hazard and multisectoral, inclusive and accessible. To achieve this goal, Governments should engage with relevant stakeholders, including women, children and youth, persons with disabilities, people living in poverty, migrants and displaced persons, indigenous peoples, volunteers, and the elderly, among others, in the design and implementation of policies, plans and standards. The Sendai Framework specifically highlights the need for the public and private sectors and civil society organizations, as well as academia and scientific and research institutions, to work more closely together and to create opportunities for collaboration (Annex II, Sendai Preamble, Paragraph 7). Importantly, stakeholders can play a major role in promoting and supporting the implementation of risk-informed development and climate action at all levels.

In support of an all-of-society approach to risk reduction and sustainable development as outlined in the Sendai Framework, in December 2018, the United Nations Office for Disaster Risk Reduction (UNDRR) launched the UNDRR Stakeholder Engagement Mechanism (UNDRR-SEM). The UNDRR-SEM creates an open and structured avenue for close engagement of stakeholders with UNDRR and in the implementation of the Sendai Framework, with systematic attention paid to the needs of the most marginalized and vulnerable populations so that no one is left behind. Key functions are to enable an inclusive and broad movement for the achievement of the goals of the Sendai Framework, influence policy design and implementation, strengthen citizen-led and social accountability mechanisms, and

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promote coordination and harmonization between different stakeholder groups, including for their interaction with the United Nations, Member States, Parliamentarians, and other governmental organizations.

**Objectives of the SEM** include:

1. Promote an all of society engagement and action through strengthened partnerships with and between key stakeholders, in collaboration with Member States and UN system partners.
2. Ensure a broader and more people-centred preventative approach to disaster risk by mobilizing and strengthening the voice of stakeholders in the Member State led implementation of the Sendai Framework.
3. Catalyse collective action among different stakeholders and in collaboration with Governments and the United Nations system for risk-informed development.
4. Co-create and co-design innovative solutions and approaches to implement the Sendai Framework and build coherence across the post-2015 agendas.

During the SEM AG Annual Meeting in December 2021, SEM AG members called for a stronger role of the SEM in influencing global agreements and policy processes. Over the past two years of its existence, the SEM has made inroads in its advocacy by participating in key fora and processes related to Agenda 2030, such as Financing for Development (FfD), High-Level Political Forum (HLPF), the World Urban Forum (WUF) and, more recently, the COP.

The 2022-23 action plan aims to expand the SEM's engagement in these fora, through actions such as position papers, speaking engagements, side events and campaigning. The new action plan also identifies new fora and opportunities for the SEM to expand its outreach, visibility, and impact in the coming biennium, such as the Committee on the Status of Women and the Conference of state parties to the UN convention on the rights of persons with disabilities. SEM members are keen to engage in these events but as the volume of events and desired level of engagement by the SEM keeps increasing, support is needed for the SEM to successfully and meaningfully participate and advocate in each of these fora. This is the main focus of this grant.

Additional areas of focus include deepening the involvement of the SEM in UNDRR-led events throughout the year, by continuously identifying opportunities in collaboration with UNDRR Regional Offices; defining a strategy for the SEM's engagement at regional level, as the SEM expressed the need for a structured approach on this at the 2021 SEM annual meeting; and raising the visibility of the SEM through an advocacy campaign centred on International Day of DRR and through webinars on the SEM's work for external stakeholders. In addition to these deliverables, the grantee will also contribute to smooth and effective communication among the SEM AG, focal points, action track coordinators and volunteers to maximise their contributions to the implementation of the action plan, particularly under its Action Area 1.

B. Purpose:

The SEM Advisory Group (SEM AG) agreed on an ambitious SEM Action Plan for 2022-23 (see Annex I). The Action Plan focuses on three main action areas:

- **Action Area 1: Influencing global development policy** – *bring the voice of SEM and the importance of DRR to main global development fora and stakeholders*
- **Action Area 2: SEM contributions to main global fora and mechanisms focused on DRR** - *ensure the all-of-society approach is always present in DRR discussions.*
- **Action Area 3: Knowledge management** - *develop knowledge assets and campaign tools to raise SEM's visibility and increase the sharing of its expertise in global DRR community*

Building on the achievements made by the SEM in 2020-21, this grant will focus on further strengthening the modalities of working of the SEM Advisory Group (AG) and providing support to SEM AG, SEM Focal Points and SEM members who volunteered to support the delivery of the 2022-23 action plan, focusing predominantly on activities under Action Area 1.

C. Outcome:

Disaster Risk Reduction and resilience and engagement of stakeholders therein are promoted through multi-stakeholder action across the wider 2030 agenda.

D. Output:

Working in close cooperation with the SEM Focal Points and Action Track Coordinators, the SEM Advisory Group as well as the UNDRR Partnerships Unit, the main outputs expected to be delivered by the grantee include:

- 1) **SEM engagement in select global Agenda 2030 fora and process strengthened, as per Action Area 1 in the action plan 2022-23.**
- 2) **SEM engagement in UNDRR-led events (such as side events and webinars) continued and strengthened, including through continuous identification of opportunities by liaising with UNDRR regional offices.**
- 3) **Strategy for SEM's desired involvement at regional level and its modalities, including connections to regional DRR groups, defined, in consultation with the SEM AG.**
- 4) **SEM advocacy campaign for International Day of DRR (IDDRR) on 13 October developed and implemented.**
- 5) **SEM webinars on what the group is and does organised and delivered for targeted audiences including UN member states, donors, and UN agencies beyond UNDRR**

Additionally, the grantee will ensure that:

- there is regular communication within the SEM focal points and Action Track Coordinators (ATCs), and within the SEM Advisory Group on the implementation of the action plan, especially under Action Area 1;

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- that SEM groups and the wider SEM membership are informed of, and regularly contribute to, action plan activities;
- progress on the action plan is regularly monitored (ideally on a monthly basis);
- there is timely implementation and reporting of actions by SEM ATCs and volunteers;
- monthly calls within SEM Advisory Group and quarterly calls with the broader SEM membership and UNDRR on key policy trends and opportunities are organised.

E. Suggested activities:

### **Deliverable 1: SEM engagement in select global Agenda 2030 fora and process strengthened, as per Action Area 1 in the action plan 2022-23.**

The grantee will support SEM Advisory Group in activities such as:

- Ensuring SEM members are updated on opportunities to engage in events identified as priorities for SEM advocacy (see list in table 1).
- Supporting SEM Advisory Group in facilitating stakeholder engagement in the events and their preparatory process, to ensure SEM makes a meaningful contribution to each event and SEM participation is well organised and impactful. This includes facilitating and coordinating stakeholder inputs to the development of the SEM statement of position paper for the event, to the event's sessions as speakers (where appropriate) and to the organisation of SEM-led side events or activities such as webinars in relation to the events.
- Support the SEM AG in logistical aspects of the events, such as registration and travel for SEM participants, as needed.

### **Deliverable 2. SEM engagement in UNDRR-led events (such as side events and webinars) continued and strengthened, including through continuous identification of opportunities by liaising with UNDRR regional offices.**

The grantee will support by:

- Liaising with UNDRR Regional Offices and the Partnership Unit in Geneva to continuously identify possible events for SEM engagement (as speakers, participants, contributors to documentation or other forms of contributions).
- Bringing these opportunities to the attention of the SEM AG and identifying ways for the SEM to leverage them.
- Support the SEM AG and members in meaningfully leveraging these opportunities and deepening SEM's engagement in DRR events and processes.

### **Deliverable 3. Strategy for SEM's desired involvement at regional level and its modalities, including connections to regional DRR groups, defined, in consultation with the SEM AG.**

The grantee will:

- In cooperation with AG members, produce a succinct strategy defining the desired modalities for SEM to engage and advocate at the regional level

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- This includes identifying modalities to cooperate with regional DRR groups; defining modalities to engage in UNDRR Regional Platform for DRR and other relevant regional DRR events; identifying SEM AG or wider SEM members who are willing to lead in the implementation of the regional activities identified

### **Deliverable 3. SEM advocacy campaign for International Day of DRR (IDDRR) on 13 October developed and implemented.**

The grantee will:

- In cooperation with the SEM AG and with support from the UNDRR Communication team, develop impactful advocacy material (such as video stories, social media posts, op-ed article) by the SEM for International Day of DRR (IDDRR) on 13 October
- On IDDRR, ensure effective dissemination of the materials through channels such as the UNDRR website, the SEM pages, PreventionWeb, social media of UNDRR and SEM partners

### **Deliverable 4. SEM webinars on what the group is and does organised and delivered for targeted audiences including UN member states, donors, and UN agencies beyond UNDRR**

The grantee will:

- Identify audiences, including UN agencies, UN member states delegations, donors (existing and potential) interested in learning more about the SEM
- In close coordination with SEM AG and members, develop ad-hoc content for a webinar targeting each of the audiences identified, including agenda, speakers, content, Q&A organisation
- Together with SEM members, facilitate the successful delivery of each webinar (including technical platform, master of ceremonies, recording and its dissemination)

F. Resources: *60,000 USD*

G. Elements specific to the project that the grantee should know:

- The role of the grantee should be to facilitate, steer and direct the work of SEM members in delivering the activities of the action plan, in line with the deliverables above. Any decision and activity will be implemented in prior consultation with and will be reported to the relevant SEM Focal Points and Coordinators.
- Within three weeks from the start of the grant, the grantee will have developed a clear implementation plan for each of these outputs, following consultation with the relevant SEM focal points or coordinators. The plans will include clear timeline, milestones, and deliverables.
- Applicants are required to indicate a plan for implementation, taking into consideration challenges created by the COVID-19 pandemic. *[Mandatory]*

H. Budget and administrative-related aspects:

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The duration of the proposed project **cannot exceed 31 December 2022**. The maximum amount requested from UNDRR for the implementation of this project cannot exceed USD 60,000. The project proposal must not exceed 10 pages (attachments such as scanned copies of entity's registration, CVs of staff etc. do not count).

For this purpose, please fill in duly **all the sections of the [application form](#)**, include the required **documents** (scanned copy of NGO/IGO's registration certificate, CVs of staff etc.) and **[budget excel sheets](#)**, and send **the complete application package** (application form, budget excel sheets, entity registration certificate, CVs of staff, etc.) to the following email address: [undrrgrantproposal@un.org](mailto:undrrgrantproposal@un.org)

cc: Jyothi Bylappa Maralenahalli <jyothi.maralenahalli@un.org>

Reference: [2022 001](#) Call for Proposals – **Support the implementation of the Stakeholder Engagement Mechanism Action Plan 2022-23**

**Deadline for applications: 13 February 2022 midnight New York, USA EST (Eastern Standard Time).**

Incomplete and/or late applications **will not be considered**.

Projects' activities can include, amongst others, the following:

- seminars, workshops, trainings;
- capacity building activities;
- institutional strengthening activities and
- advocacy

The following types of activity will not be covered:

- capital expenditure, e.g. land, buildings, equipment and vehicles;
- individual scholarships for studies or training courses;
- supporting political parties; and
- sub-contracting

Due to the number of applications, **only short-listed applicants will be notified**.

Please note that the grant payment schedule will be determined with the selected grantee when finalizing the agreement. UNDRR standard practice is: not to exceed 40% of the requested amount upon signature of the grant agreement; remaining payments made based on a schedule of payments linked to production of project milestones and the final payment, 20%, will be paid after the end of the project, once final documents have been received, verified and approved by UNDRR.

Refund of grants: UNDRR may request organizations to refund, either in part or in whole any amounts paid in respect of a grant when:

- the project was not implemented in full or in part;
- the grant was spent for ineligible expenditures other than those mentioned in the budget proposal submitted to, and approved by UNDRR;
- no narrative, financial or audit report was submitted within the deadline established by the grant agreement;

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- a narrative report and/or a financial report submitted was determined to be unsatisfactory;
- a negative evaluation of the project by UNDRR;
- any other valid reason provided by the UNDRR.