Annex 1
Submission Form
Call for Proposals (Grants out)

CfP 2023 008
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The United Nations Office for Disaster Risk Reduction (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 multi-hazard 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 organizations 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 organizations to submit grant proposals that focus on the project described below.

(Grant Proposal)

Support of the Implementation and Review of National Regulatory Frameworks on Disaster Risk Management in the Indian Ocean Island States

A. Rationale:

The programme “Resilience building and Disaster Response Management in the Indian Ocean (RDRM-IO)” co-funded by the European Union and in partnership with the Indian Ocean Commission (IOC) aims to reduce disaster and climate-related losses in the human, economic, social, physical, and environmental assets of IOC member States. In the context of this program, UNDRR’s specific objective is to improve DRR understanding and governance capacities of the four island States - Comoros, Madagascar, Mauritius, and Seychelles - through activities that aim at refining the national disaster risk management policies and regulatory frameworks, including in support of disaster risk data and information management and exchange provisions and arrangements.

Additionally, data-sharing arrangements are a common challenge in all countries, both at national and regional levels. There are issues for instance regarding the sharing of disaster data among DRR stakeholders across sectors and actors. There are also issues with the alignment of DRRM and meteorological acts for early warning systems. Finally, where
they exist, DRRM regulatory frameworks are not always known by key DRR stakeholders, which hinders the implementation of activities.

The scope of the review should include a multi-hazard approach and cover the full scope of disaster risk reduction measures with the aim of coming up with practical steps for delineating responsibilities across the DRM and resilience building cycle and across hazards.

B. **Purpose:**

The grant proposes to raise the profile of national disaster-related legislation and draw out implications for the main stakeholder, including provisions for the production, exchange and use of risk data and information. This will in turn support a better definition of roles and lead to the identification of possible regulatory gaps. This support is aimed at strengthening disaster risk governance to enhance risk reduction and resilience building in communities.

The workshops will facilitate the identification of gaps in the existing frameworks with a view to strengthening them. The workshops will focus on issues related to disaster risk reduction, preparedness, and response, with topics ranging from governance, national DRR platforms and data sharing to early warning systems and response. These will be considered in relation to specific provisions made by national legislation or lack thereof.

The grant will also contribute research to advance data and information sharing arrangements for disaster risk reduction. Conclusions of the research will inform discussions aiming to support amendments to the national regulatory framework relevant for the institutionalization of the production, dissemination and use of quality data and risk information in support of preparedness actions.

C. **Outcome:**

The following are expected to emerge from the workshops and analysis:

1. Identified gaps in DRM-related legislation and roadmap on next steps, such as a potential revision of existing laws, for public authorities to address.

2. Raising awareness amongst public stakeholders in the DRM sector on existing legislative frameworks and their respective roles within these frameworks.

3. Recommendations to develop, integrate and operationalize regulations related to the production, dissemination, and exchange of disaster data, including through national DRR platforms where they exist.

D. **Outputs:**

- One (1) country engagement inception meeting per country
- One (1) methodological note for the conduct of the workshops on capacity-building on national regulatory frameworks
- One (1) tailor-made tool to support the in-workshop review of existing DRM legislative frameworks
- 4 workshops conducted 1 in each country Mauritius, Comoros, Madagascar, Seychelles
- Four (4) reports (one (1) per country) with a workshop summary and recommendations on possible amendments as identified and prioritized by public authorities, and other avenues to improve disaster-related regulations and their application.
- Four (4) draft roadmap document 1 per country
- One (1) methodological note for the analysis of legal provisions for data exchange and information sharing produced.
- One (1) analytical report on existing legal provisions for data exchange and information sharing between MDAs, analyze the efficiency and the operationalization of the provisions (SOPs, MoUs etc.) through prevention, preparedness and response produced.
- One (1) brief / flyer with the main findings of the report in French and English produced
- Virtual consultations in at least 2 countries on identified next steps
- One (1) final roadmap document per country produced.
- One (1) short brief per country graphically designed produced

E. **Suggested activities:**

Activity 1. Contextualization of the project with partners, scoping and planning

1. **Inception:** Project setup, defining the methodology, communication chains, mapping of key stakeholders;

2. **Responsibilities and timelines:** define responsibilities and timelines jointly with UNDRR and in coordination with national authorities and relevant stakeholders.

3. **Inception with countries (virtual):** presentation of the project and gather inputs and feedback to define country engagement.

Activity 2. Prepare and facilitate four (4) national workshops to raise awareness on three (3) existing DRM legislative frameworks and identify main gaps (Madagascar, Mauritius, Seychelles) and support the finalization of one (1) DRM Act (Comoros)

4. **Preparation:** Develop a tailor-made tool to support the review of existing legislative frameworks that allows a self-assessment by the respective lead DRM public authorities of their effectiveness given the current context, with a view to helping countries evaluate strengths and gaps of their existing frameworks.

5. **National workshops:** prepare and facilitate four (4) national workshops of 3-4 days in Madagascar, Mauritius, Seychelles, and Comoros bringing together
NDMAs, sectors and other relevant stakeholders in collaboration with the National Societies and PIROI.

6. **Recommendations**: consolidate strengths and gaps of disaster regulatory frameworks identified during workshops into a report which should include: identified next steps for countries in order to address the identified gaps, provide recommendations to guide next steps for public authorities to strengthen existing frameworks, and highlight the need to reflect data and risk information management, exchange and use in these frameworks.

Activity 3. Analysis of existing legal provisions to support data and information management, exchange and use between MDAs, analyse the efficiency and the operationalization of the provisions (SOPs, MoUs etc.) through prevention, preparedness, and response (Madagascar, Mauritius, Seychelles).

Activity 4. Support the review of at least two (2) national DRM legislative frameworks.

7. Support public authorities with the finalization of roadmaps to address gaps in legislations related to preparedness and response at national level in the four countries.

8. Support the implementation of the roadmap through communication and advocacy materials.

**F. Resources:** US $ 190,000

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

Applicants are required to register on the UN Partner Portal - Where UN Agencies and Civil Society Partners Connect. [Mandatory]

**H. Budget and administrative-related aspects:**

The duration of the proposed project cannot exceed 12 months and shall be completed by December 2024. The maximum amount requested from UNDRR for the implementation of this project cannot exceed US $ 190,000. 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 cc: Roberto.schianolomoriello@un.org
The subject of the e-mail should be: “Reference: Cfp 2023 008 Call for Proposals – Support to the Implementation and Review of National Regulatory Frameworks on Disaster Risk Management in the Indian Ocean Island States”

Deadline for applications: Wednesday 14 February 2024 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;
- 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.