

# UN TRUST FUND TO END VIOLENCE AGAINST WOMEN

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## 2023 CALL FOR PROPOSALS

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INFORMATION AND GRANT-WRITING  
ENGLISH 2

# HOUSEKEEPING



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entry into the  
webinar**



**Use the Q&A function  
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**The recording will  
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the session**

# Ending Violence against Women

UN Women Regional Office for Asia and the Pacific.

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Scan to access the Ending  
Violence against Women  
Regional page

# CALL FOR PROPOSALS 2023

1. THE UN TRUST FUND TO END VIOLENCE AGAINST WOMEN
2. ELIGIBILITY CRITERIA
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5. THE 2023 CALL FOR PROPOSALS
6. GRANTS MANAGEMENT SYSTEM
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8. TIPS TO WRITE A QUALITY PROJECT CONCEPT



# THE UN TRUST FUND TO END VIOLENCE AGAINST WOMEN

## OUR VISION

“A WORLD OF GLOBAL SOLIDARITY IN WHICH ALL WOMEN AND GIRLS LIVE FREE FROM ALL FORMS OF VIOLENCE AND ENJOY AND EXERCISE THEIR HUMAN RIGHTS.”

The UN Trust Fund to End Violence against Women is the only global grant-making mechanism dedicated to eradicating all forms of violence against women and girls.



### VISION

A world of global solidarity in which all women and girls live free from all forms of violence and enjoy and exercise their human rights.

### RESULTS

Since 1996, the UN Trust Fund has awarded USD \$225 million to 670 initiatives in 140 countries & territories.



## 1996

Est. by the UN General Assembly, managed by UN Women on behalf of the UN system.



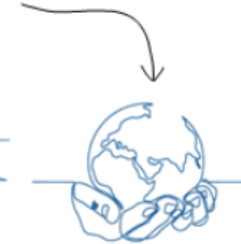
### AREAS OF IMPACT



**Prevent** violence against women and girls



Improve access to **services**



Strengthen implementation of **laws, policies & action plans**



For more information, visit: [untf.unwomen.org](https://untf.unwomen.org)



# 2023 CALL FOR PROPOSALS OVERVIEW



## WHAT?

- 👉 **General Window:** Applications addressing violence against marginalized women and girls and those experiencing intersecting forms of discrimination.
- 👉 **Special Window:** Applications addressing violence against women and girls affected by crisis.



## WHO?

**Civil society organizations.**

Applications from women's rights, women-led, constituent-led and small organizations are strongly encouraged and will be prioritized.



## HOW LONG?

4 years.



## HOW MUCH?

- 👉 \$150,000 - \$1,000,000.
- 👉 Small grant modality for small organizations, with additional core support: between \$150,000 - \$250,000.

## ➤ HOW TO APPLY?

<https://grants.untf.unwomen.org>

Apply in  
English, French  
or Spanish



## ➤ WHEN TO APPLY?

Call opens: **10 December 2023**

Deadline: **1 February 2024, 2 pm**

**(New York time)**

# 2023 CALL FOR PROPOSALS APPLICATION PACKAGE

<https://untf.unwomen.org/en/grant-giving/call-for-proposals/application-guidelines> or  
<https://grants.untf.unwomen.org/Public/News>

The application package consists of

- Call for Proposals
- Annex 1 – Eligibility Checklist
- Annex 2 – Project Concept Form
- Annex 3 – Project Concept Budget Form & Budget Guidelines
- Frequently Asked Questions and tips for application writing
- Grants Management System Instructions

# ELIGIBILITY CRITERIA – *SEE ELIGIBILITY CHECKLIST (ANNEX 1)*

**1** **Civil society organizations** with 5 years of experience working on violence against women and girls. On exceptional basis, 3 to 5 years can be accepted.

**2** **Legal status and registration (5 years)**

- For multi-countries applications, applicants also need to provide the legal registration documents of co-implementing partners in the countries of implementation.

**3** **Country coverage:** countries and/or territories listed in the Organization for Economic Co-operation and Development Assistance Committee's (OECD DAC) list of official development assistance (ODA) recipients.  
1 to 10 countries.

**4** **Demonstrated capacity for operational, financial and human resource management**

**5** **Appropriate measures to prevent and address Sexual Exploitation and Abuse and Sexual Harassment**

International NGOs may apply on the condition that they clearly demonstrate their added value and intention to engage with and strengthen the capacities of local WRO/CSO partners on programming and/or coordination in a mutually enabling manner.










# INELEGIBILITY CRITERIA

The following are **NOT eligible** to apply for a grant:

- ✘ Interventions in a **country not listed** in the OECD DAC list of ODA recipients.
- ✘ Organizations whose work and mission/vision statement **do not focus** on nor explicitly mention **gender equality** and **the elimination of violence against women and/or girls**.
- ✘ Organizations that **do not have a legal status in the country** or territory of implementation, and neither do any of its co-implementing partners.
- ✘ **Government** agencies or institutions.
- ✘ **UN** agencies or UN Country Teams.
- ✘ **Private** individuals and **Private** sector entities.
- ✘ Organizations **currently implementing** a UN Trust Fund to End Violence against Women grant (grantee and co-implementing partners).



## THE FOLLOWING DOCUMENTS NEED TO BE SUBMITTED AS PART OF THE APPLICATION

-  1. Legal registration
-  2. Certified Financial Statements (2020, 2021, 2022)
-  3. Evidence of being a women's rights, women-led and/or constituent-led organization
-  4. Evidence of specialized knowledge and expertise on ending violence against women and/or girls (VAW/G)
-  5. Two references demonstrating a track record of working on ending violence against women and/or girls (VAW/G)

# PARTNERSHIPS & IMPLEMENTING PARTNERS

Partnerships with smaller, local and grassroots women's and girls' rights organizations are encouraged.

- ✓ The organization applying as ***the lead applicant*** may work with co-implementing partners to complement its expertise and outreach capacity and build the capacities of women's rights grassroots organizations.
- ✓ The lead applicant can partner with a maximum of ***four co-implementing partners*** who may receive a portion of the funding.
- ✓ **Partnership should be equitable and beneficial to these organizations.**
- ✓ The **lead applicant** is entirely responsible for the management of the grant.



# MULTI-COUNTRY PROPOSALS

**Multi-country proposals will also be considered under this Call for Proposals (up to ten eligible countries - *listed in the OECD DAC list of ODA recipients*).**

Multi-country proposals must clearly explain the added-value of the multi-country component and how it proposes impact beyond national-level.

While implementation of the project can cover up to ten eligible countries, an application should include **no more than four co-implementing partners** that will receive a portion of the requested funding.



# FLEXIBILITY IN PROJECT IMPLEMENTATION

If a project receives a grant:

→ possibility to adapt the project and budget based on **needs and crisis that may arise** (in agreement with the UN Fund).

Ex: project revisions accepted due to COVID-19, conflicts or natural disasters.

→ To better respond to grantees' flexibility needs, the project duration has been increased to **4 years**.



Identify as many risks as possible and plan for mitigation measures at the proposal writing stage !



## I. Direct Project Activities

1. Trainings / Seminars / Workshops
2. Audio Visual & Printing Production
3. Travel
4. Contractual Services / Consultants
5. Materials and Goods
6. Other - [To cover items that do not belong under any other category]

# BUDGET CATEGORIES – SEE ANNEX 3

## II. Management Activities

1. Personnel - [**Maximum** 30% of grant requested]
2. Equipment
3. Monitoring, Evaluation and Learning [All related costs including travel, consultants, etc.]
4. Final Evaluation [**Recommended minimum** \$20,000 – include in Year 4]
5. Capacity Development Activity 1 [**Mandatory** US\$ 10,000 - include in Year 1]
6. Capacity Development Activity 2 [**Mandatory** US\$ 5,000]
7. Self/collective care - [**Maximum** US\$ 7,500]
8. Audit - [**Mandatory** 3.5% of grant requested - include in Year 1]
9. Contingency Costs - [**Mandatory** 3% of direct project activity costs - include in Year 4]
10. General operating and other direct costs - [**Maximum** 3% of direct project activity costs]
11. Indirect Costs - [**Maximum** 8% of direct project activity costs]
12. Core Funds for Small Women’s Organizations - [ONLY for those requesting US\$250,000 or less: **Maximum** 10% of direct project activity costs]



# BUILDING ORGANIZATIONAL CAPACITY AND RESILIENCE

## UN Trust Fund supports organizational capacity and resilience:

Part of the grant can be used to fund **activities to support organizational capacity and resilience in the project's activities.**

Ex: Activities of **Networking, Partnerships and Collaboration** between CSOs and women's rights organizations for mutual support, knowledge exchange, capacity building/development, movement building and collaboration (other examples can be found in the FAQ).





# GRANTS MANAGEMENT SYSTEM - *SEE GMS INSTRUCTIONS DOCUMENT*



Grant Cycle : 27



Ruth Prieto Cabello

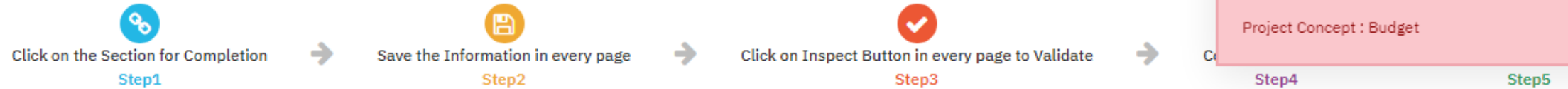


English

## Applicant Dashboard

Home / ( Organization Name: Women for Change Application ID: #27\_10001 )

### Steps for Application Submission



**Error**

The following modules are not validated properly and contain errors. Please click on the respective modules from the Application section and fix the corresponding errors:

Project Concept : Budget

### Application

Status: In Progress

1 Organization Profile 100%

2 Project Profile 100%

3 Project Concept 91%

Inspect Application

Submit Application

### Tasks

Current Task - Project Concept

56 Days left for  
2/1/2024

### Instructions

Your application must be submitted by **1 February 2024, 2:00 pm (14h00) New York Time (EDT)**. Late applications will not be considered. Please read these instructions carefully so that you understand the requirements for this application.

[Read more](#)

# INSPECT BUTTON - *SEE GMS INSTRUCTIONS DOCUMENT*



Instructions ✓ Narrative 9 Budget 1 Budget Narrative 1

Completed Pending 8%

Instructions ? ^

*Responses to the following questions must be specific and tailored to the category under which you are applying for a grant.* [Read more](#)

Project Summary (Maximum 500 words) Provide an overview of your proposed project. Start with the women and girls you intend to work with and for (who), followed by the challenge or situation they are facing (why) in their setting (where). Conclude with the set of actions you propose to change their situation (project's interventions, the how) and the end results you aim to realize (the project goal, the what). \*

500 / 500

Problem Analysis & Project Rationale (Maximum 750 words) a) Describe the forms of violence your project intends to address in your context of intervention. b) Who are the marginalized and/or crisis-affected women and girls your project intends to work with? What unique problems do they encounter and what needs do they have? How are they experiencing multiple forms of marginalizations? c) How does your project fill critical gaps to end violence against women and girls in the project location(s)? \*

**Inspect**

Save

Next

Prev

Cancel

# SAVE BUTTON - *SEE GMS INSTRUCTIONS DOCUMENT*

### Steps for Application Submission

Step1: Click on the Section for Completion → Step2: Save the Information in every page → Step3: Click on Inspect Button in every page to Validate → Step4: Correct Errors if Any → Step5: Submit Application

Instructions ✓ | Narrative 9 | Budget 1 | Budget Narrative 1

Completed ○ Pending ○ 8%

Instructions ? ^

*Responses to the following questions must be specific and tailored to the category under which you are applying for a grant.* [Read more](#)

Project Summary (Maximum 500 words) Provide an overview of your proposed project. Start with the women and girls you intend to work with and for (who), followed by the challenge or situation they are facing (why) in their setting (where). Conclude with the set of actions you propose to change their situation (project's interventions, the how) and the end results you aim to realize (the project goal, the what). \*

500 / 500

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Save

Next

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Cancel

# APPLICATION PROCESS

The application should be completed on the online Grants Management System (GMS)

<https://grants.untf.unwomen.org>

Apply in  
English, French  
and Spanish



## ➤ **WHEN TO APPLY?**

Call opens: 10 December 2023

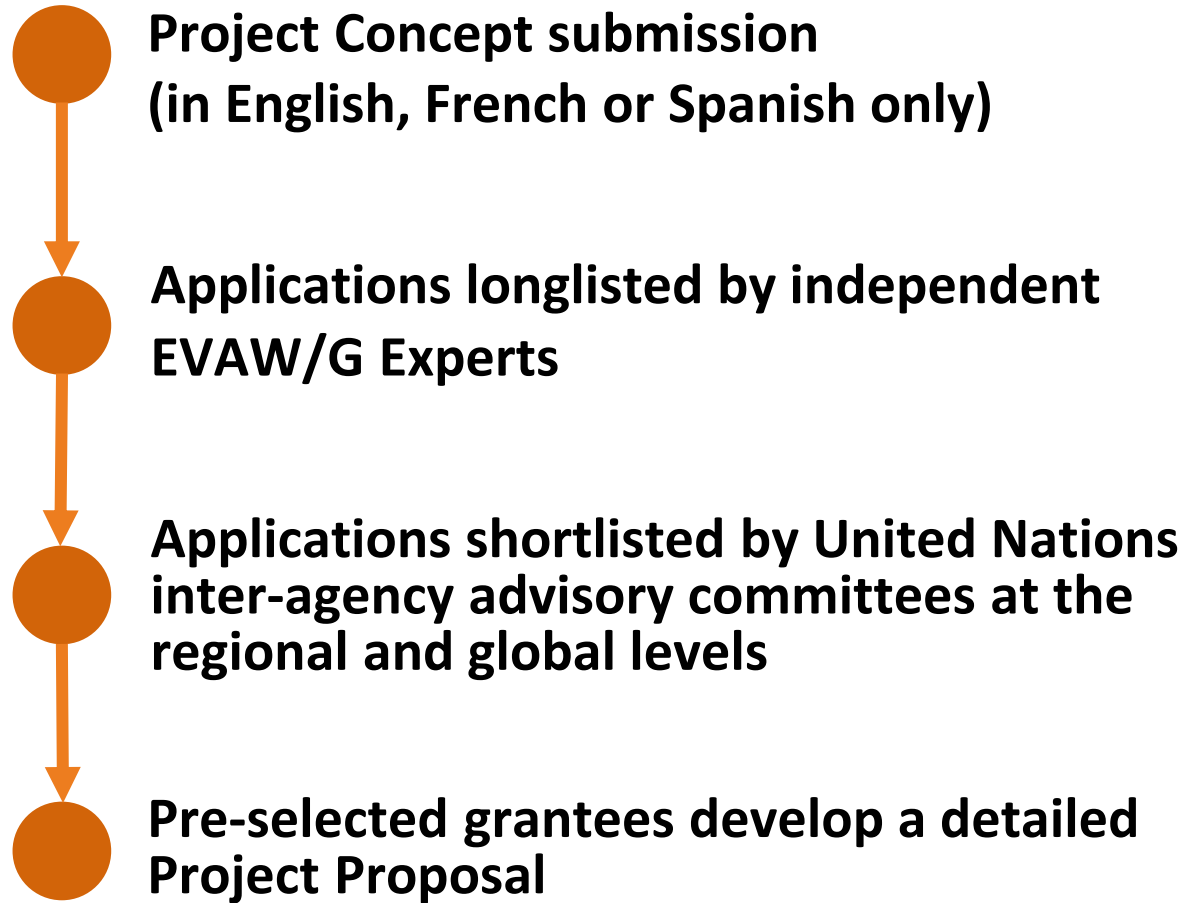
Deadline: 1 February 2024, 2 pm

(New York time)

**Only one application per organization will be accepted.**

For specific questions, please write directly to the  
UN Trust Fund at [untfgms@unwomen.org](mailto:untfgms@unwomen.org)

# THE SELECTION PROCESS



**The selection process is very competitive.  
In 2022, 24 applicants received a grant, out  
of 1609 applications.**

# TIPS TO DEVELOP A SUCCESSFUL APPLICATION



# 1. FOLLOW INSTRUCTIONS AND PROVIDE SPECIFIC RESPONSES

- Follow all instructions carefully.
- Provide all required documents.
- Give clear and specific answers.
- Review your application before submitting.
- Make sure that your project make sense to people who are not familiar with your work, your context and your organization.



## 2. CLEARLY EXPLAIN WHAT YOUR PROJECT'S UNIQUE VALUE IS, BASED ON ANALYSIS AND DATA

- Provide analysis on local context, issues and needs of marginalized women and girls in relation to violence against women and girls, supported by analysis, data and evidence.
- Explain why your project is relevant and why it will be effective.
- Highlight the critical gaps that your project will fill in your context.





# 3. OUTLINE YOUR ORGANIZATION'S EXPERTISE AND EXPERIENCE IN ADDRESSING VIOLENCE AGAINST WOMEN AND WHY IT'S BEST SUITED TO IMPLEMENT THE PROPOSED PROJECT

## GENERAL WINDOW: ADDRESSING VIOLENCE AGAINST MARGINALIZED WOMEN AND GIRLS AND THOSE EXPERIENCING INTERSECTING FORMS OF DISCRIMINATION.

- Explain how your organization has experience and is equipped to work with the specific groups of marginalized women and girls you have selected.

## SPECIAL WINDOW: ADDRESSING VIOLENCE AGAINST WOMEN AND GIRLS AFFECTED BY CRISIS.

- Explain how your organization has experience and is equipped to work with and respond to the specific groups of women and girls affected by crisis you have selected.

Remember to clearly explain throughout your proposal how you will contribute to the specific window you are applying to.



# 4. BE SPECIFIC

- Be specific about the groups of marginalized women and girls or groups of women and girls affected by crisis to be focused on, the forms of violence they face.
- Explain how the proposed strategies will meet their needs and address the violence they face.
- Do not try to address all forms of violence generically.
- Avoid selecting the maximum types of beneficiaries and forms of violence solely for the purpose of ticking as many boxes as possible.
- Clearly define your project's goal, expected results, and activities.
- Demonstrate a clear articulation of the results to be achieved, for and with whom, where and how, and for what ultimate goal.
  - Your **project results** should explain the **overall change** you wish to make through the project – the change in the lives of women and girls you want to see. *For example: women and girls with disabilities in X place are better protected from intimate partner violence and are able to access post violence services by X.*
  - **Your strategies** should include the ‘how’ or ‘what’ are you going to do to achieve the goal. *For example, advocacy, trainings, prevention work to change social norms.*

## 5. BE REALISTIC

- Keep the project scope realistic, based on your experience/expertise and on your available resources. Avoid being over-ambitious.
- Ensure the budget aligns with your project scope and absorptive capacity of your organization.

## 6. ENSURE COHERENCE THROUGHOUT YOUR PROJECT CONCEPT

- Ensure coherence between the problem analysis, the beneficiaries selected, the partner selected the forms of violence selected, the project's results and the project strategies.
- Ensure proposed activities/strategies contribute to expected results.



## 7. SAFETY, DIGNITY & WELL-BEING

- Explain how you will identify and mitigate risks to ensure the safe implementation of the project, including to ensure the safety, dignity and well-being of staff and beneficiaries.

## 8. PLAN FOR SYSTEMIC AND SUSTAINABLE IMPACT

- Articulate how your project will contribute to systemic change and long-term impact.
- Explain with concrete measures how the project will contribute to lasting change beyond the project's timeframe.



# BUDGET TIPS

- ✓ Complete **Project Duration & Grant Amount Requested** questions in *Project Overview* tab **before** proceeding to the *Budget* tab.
- ✓ **Suggested order for the budgeting process:**
  - 1) Start with **Project Direct Activities**
  - 2) Proceed to complete **Management Activities** & budget for:
    - category calculated against **Total Amount Requested** (Personnel)
    - activities without budget ceilings (i.e.: Equipment)
    - activity with a budget ceiling (Self/Collective care)
    - categories with budget ceilings calculated against **Total Project Direct Activities** (General costs, Indirect cost, Core funds for Small Org.)
- ✓ Make sure that **Pending Amount** to be allocated is **0**
- ✓ If all data seems to be correct but the **Inspect** button is still red, please click on **Save** button
- ✓ Always refer to ***Annex 3: Budget Summary & Budget Guidelines & GMS Instructions documents*** for more information & guidance.



# THANK YOU!

For specific questions, please write directly to the UN Trust Fund at: [untfgms@unwomen.org](mailto:untfgms@unwomen.org)



# EXPERIENCE SHARING BY UN TRUST FUND GRANTEE

Cherry Barnuevo, Solidarity of Oppressed Filipino People, Philippines

Florence Varghese, Organization for Community Development, India

# Q&A

Questions can also be addressed to:

[untfgms@unwomen.org](mailto:untfgms@unwomen.org)

