

SHARE-NET INTERNATIONAL SMALL GRANTS CALL 2021 FOR SHARE-NET BURUNDI MEMBERS

1. INTRODUCTION

Share-Net International, the Knowledge Platform for Sexual and Reproductive Health and Rights (SRHR), aims to *“strengthen linkages between research, policy and practice through sharing, generating, translating and promoting the use of knowledge for the development of better policies and practices in SRHR”*.

The Share-Net International [Small Grants Facility](#) is one of the methodologies to support knowledge management activities amongst the members. The grants provide funding for applied research, documentation of practices and the creation of knowledge products for improving policy and practice in SRHR. They also provide the opportunity to improve the work of Share-Net International members and facilitate the development of knowledge products which are otherwise difficult to get funded.

Activities proposed by members must contribute to achieve the knowledge related outcomes of Share-Net International, which are as follows:

1. Policy makers, practitioners and researchers have better access to SRHR information and knowledge.
2. Researchers address scientifically, politically and practically relevant knowledge gaps in SRHR.
3. Actual and effective learning is taking place between and in countries among policy makers, practitioners and researchers.
4. Knowledge is applied into evidence informed SRHR programmes, policies and practices.

2. SMALL GRANTS CALL 2021

The focus of the small grants of 2021 is steered towards innovation and piloting new approaches, translating existing knowledge into products and/or promote its use to influence and improve SRHR practice and policy.

The objectives of the grant can be three-fold:

1. Investigate and test new and innovative approaches in SRHR and identify unheard perspectives (i.e. knowledge gaps in the linkages between SRHR and gender equality, youth and/or links with other SDGs).
2. Translation of research into products and materials that will be used to facilitate tangible change in policy or practice. This process can build on research done by our members in the field of SRHR.

3. Documenting actual changes in policy and practice, related to work done through earlier Share-Net International grants or work of Share-Net members, and how these have been implemented.

Share-Net Burundi encourages applicants to submit proposals which:

4. Focus on the intersection between SRHR and SDG 1 (No poverty) & SDG 4 (Quality Education) given the strong relationship between poverty, school dropouts and sexual and reproductive health in Burundi. Despite the Education for All policy, the number of school dropouts remains high in Burundi which negatively impacts the development of young people in terms of education and specifically sexuality education.

It is crucial to show how the grants will contribute to changes in policy or practice, and to include an analysis of when and how this change will be effectuated, including the expected benefit for specific SRHR targets and groups. This should be clearly described in your application. The proposal should therefore include a communication plan for achieving these results.

All the work done and products developed through these grants are co-owned by Share-Net International and should be available for use by Share-Net International at any time in the future for marketing, promotion or any other activities. The name and logo of Share-Net International should be mentioned in all products and communications.

3. FUNDING AVAILABLE

The maximum total amount available for this Small Grant Facility round is up to 95,000 euros. The upper limit per grant is 10,000 euros. However, we do encourage applicants to budget as carefully as possible, so that more proposals can be granted. This grant is a lump sum in euros that will be executed according to Dutch law (VAT and other legal obligations).

4. ELIGIBILITY

The application must:

1. Be submitted and led by a Share-Net International or country hub member. Organisations or individual members can be in the lead for only one proposal per funding round. However, they are allowed to participate in any number of grants. Non-members can be co-applicants, however we encourage organisations to [become member of Share-Net International](#). Lead organisations have the authority to subcontract other organisations or consultants to carry out specific parts of the work. The lead applicant has the final responsibility in terms of output delivery and monitoring and subcontracting.
2. Be relevant and contribute to the Share-Net International aims as mentioned above.
3. Comply with one of the three small grants objectives as mentioned above.
4. Include a communication and dissemination plan for reaching policy and practice change for different target groups.
5. Be of interest in Bangladesh, Burundi, Jordan, the Netherlands, or any low or middle-income country.

6. Be for any amount **up to 10,000 euros**.
7. Ensure that all activities are completed before the end of 2021. Final reports submitted no later than **December 15, 2021**.

Furthermore, by applying to this call, the organisations/individuals agree to make sure that they

- are able to receive funds from outside their home country (please check this [link](#))
- have a bank account in name of the applicant that can receive euros.

We especially encourage youth-led organisations to apply and value proposals that demonstrate strong local and/or cross-country partnerships.

5. BUDGET CONDITIONS

The following conditions are applicable for the budget:

1. Staff costs must be
 - a. actual (salary) costs
 - b. specified per (sub)applicant per name/ task, including time investment and allocated cost
2. The budget/ costs are
 - a. in EURO
 - b. including (local) taxes and non-deductible VAT
 - c. including exchange rate differences from EURO to local currency (if applicable)
 - d. cost efficient (best value for money)
 - e. specified per (sub)applicant per budget line per specific costs
3. Only direct costs are eligible
 - a. the costs are mandatory for the deliverables in the proposal
 - b. (profit)margin is not allowed
4. The budget will be assessed for eligibility of costs before the grant is awarded
 - a. non-eligible costs will be deducted from the grant amount
 - b. the lead applicant will be informed about the decision to deduct non-eligible costs
 - c. the lead applicant will have five (5) working days to make its case about eligibility of rejected costs, which will be assessed within five (5) working days after submission by the lead applicant
 - d. the lead applicant will be informed about the final grant amount
5. Advance and final payment of the grant
 - a. the awarded grant will be in the form of a lump sum. This means after the initial approved budget, no financial report is mandatory
 - b. 80% of the lump sum will be transferred as advance to the lead applicant
 - c. 20% of the lump sum will be transferred to the lead applicant after the final narrative report is submitted and approved
 - d. the lead applicant is responsible for distribution of the advance and final payment to the sub-applicant(s)

6. ASSESSMENT AND SELECTION CRITERIA

1. Quality and feasibility (25%)
 - Overall quality of proposal explicitly showing how policy or practice will be influenced or changed and for which specific target group
 - Clear specification of which gaps in SRHR policy and practice are addressed, providing data to support that claim (include references in the proposal)
 - Quality of work plan and budget
 - Feasibility of the project within given timeframe and budget
 - Cost-efficiency (value for money)
2. Translation for use (25%)
 - Relevance of the activities for influencing policy and practice
 - Indication of who will use the product and likelihood of achieving success (including forces for and against change and how these will be addressed)
 - Analysis on how product will effectively facilitate change
 - Quality of communication / implementation & dissemination plan
3. Innovative (25%)
 - Use of innovative methods
 - Presence of a new and original perspective
4. Strengths and benefits of proposed partnerships (15%)
 - Clear and demonstrable added value in terms of partnerships
 - Capacity development opportunities for local organisation(s)
5. Track record / institutional capacity of the applicant organisation (10%)
 - Demonstrable evidence that the proposed project falls within the core business of the lead organisation
 - Institutional capacity

The proposal should be submitted using the application form and not exceed 2000 words (excluding executive summary, timeline and budget). Applications exceeding 2000 words will not be considered. Proposals can be submitted in English and French.

Award decisions will also take into account that projects be spread across themes, types of activities and countries/geographical areas.

7. TIMELINE AND PROCESS

All applications must use the Small Grant Application form 2021 and upload it [here](#). In order to upload the application form, you need to register on our website first. Your user registration can take up to 24 hours to be processed during weekdays. Make sure you register in time!

If you encounter problems while uploading your application via the Share-Net International website, please contact Charlotte van Tuijl via c.v.tuijl@kit.nl.

A **webinar** will be organised for members to learn more about the specific requirements and eligibility criteria of the call. Please register for this webinar [here](#). Questions regarding the small grants call or application form can be submitted in advance [here](#).

A **write shop** will be organised for interested members to strengthen their small grant proposal writing skills. Please register for the write shop before the **12th of March 2021** via this [link](#).

Timeline:

Call released	March 1, 2021
Webinar	March 10, 2021, 9 am – 10.30 am GMT+1
Write shop	March 15, 2021, 9 am – 12 pm GMT+1
Closing date for applications	April 2, 2021 17.00 GMT+2
Notification of grants that are awarded	April 22, 2021
Advance payment	April/May 2021
Start implementation	May 19, 2021
Finalise implementation and submission of knowledge product	November 30, 2021
Deadline narrative report	December 15, 2021
Final payment (upon completion)	December 2021

For the sake of transparency and accountability, all correctly completed applications will be assessed based on the aforementioned criteria by a selection committee, representing the Share-Net country hubs and Share-Net International. Conflicts of interest will be identified and relevant people will be removed from specific discussions and decisions.

A midterm report and the draft products should be shared with Share-Net International. Upon approval of the content, the logo of Share-Net International should be included. At the end of the project period, a narrative report should be submitted reflecting the process. A template for the midterm and endline narrative report will be provided. The final knowledge products will be shared on the Share-Net International website. Any photos and other products are to be shared in high level resolution.

8. CONTACT DETAILS

Any questions regarding the call can be address to:

Armel Uwikunze, Share-Net Burundi Coordinator – armel.uwikunze@jimbere.org

Maria Codina, Country Hub Coordinator and Knowledge Management Expert – m.codina@kit.nl