



Livelihoods and Food Security Trust Fund



LIFT Call for Proposals

“Ensure that humanitarian and development needs of all people in Rakhine are addressed in a coordinated way”

Ref no: CfP/LIFT/2017/5/Rakhine

Release date: 22 December 2017

Deadline: 2 February 2018 17:00hrs

Title: “Ensure that humanitarian and development needs of all people in Rakhine are addressed in a coordinated way”

Duration: Planned start date May 2018, not to go beyond June 2021

1. Background

The Livelihoods and Food Security Trust Fund (LIFT) is a multi-donor fund established in 2009 to address food insecurity and income poverty in Myanmar. LIFT has received funding from 14 donors – the United Kingdom, the European Union, Australia, Switzerland, Denmark, the United States, the Netherlands, Sweden, France, Luxembourg, Italy, New Zealand, Ireland and Mitsubishi Corporation. The United Nations Office for Project Services (UNOPS) is the Fund Manager to administer the funds and provide monitoring and oversight.

The overall goal of LIFT is to sustainably reduce the number of people living in poverty and hunger in Myanmar. LIFT’s purpose is to improve the incomes and nutrition status of poor people in Myanmar by promoting resilient livelihoods and food security. LIFT’s designated outcomes are improvements in income, resilience, nutrition, and pro-poor policy developments. LIFT works with implementing partners that include international and national non-government organisations, United Nations agencies, the Government of Myanmar, private sector organisations, academic and research institutions.

LIFT is active in the four main agro-ecological zones of Myanmar: the Ayeyarwady Delta, the Rakhine State, the central dry zone (including Mandalay, Magway and the southern Sagaing region), and the upland areas of Chin, Kachin, Kayah, Kayin and Shan States and Tanintharyi Region.

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Funds donated by Australia, Denmark, the European Union, France, Ireland, Italy, Luxembourg, the Netherlands, New Zealand, Sweden, Switzerland, the United Kingdom, the United States, and the Mitsubishi Corporation.



So far, LIFT has reached more than 7.2 million people, or roughly 20 per cent of Myanmar's rural population; and is active in almost half the country's townships. At present, LIFT is funding projects through to June 2019, although there is scope for an extension. For more details visit www.lift-fund.org

2. Objective of the Call for Proposals

LIFT is searching for qualified organisations¹ to implement projects that ensure that humanitarian and development needs of all people in Rakhine are addressed in a coordinated way for greater stability, interdependence, prosperity and growth.

The proposed activities should start no later than May 2018 and end before 30 June 2021. All applicants need to ensure that their proposals are gender sensitive in line with LIFT's Gender Strategy (2017) and add respective indicators in their measurement plan. For further explanations see the guidelines on gender sensitivity of proposals in the Annex.

Background to the Call

Rakhine State is one of the least developed areas of Myanmar, with an estimated 78 per cent of people living on less than USD 1.25 a day. According to UNICEF, nearly 50 per cent of children under five suffer from stunting. Unemployment rates are higher than 10 per cent and labour force participation is the lowest in the country, with just under 59 per cent of the population aged over 15 economically active, compared to 67 per cent nationally. Rakhine is generally far behind the national averages.

Since 2016, Rakhine State has also been impacted by violent conflict, resulting in displacements of people on an unprecedented level. To date over 626,000 Muslims from Rakhine have fled to Bangladesh. Around 27,000 Rakhine Buddhists and people from ethnic minority groups were also displaced, although most of these people have subsequently returned, and only 4,000 remain displaced. The size of the Muslim community in Central Rakhine is estimated at 200,000. It is not known how many of the Muslim community remain in the north because of limited access at this time.

Rakhine's population depends on fishing, agriculture and casual labour for their livelihoods, with 26 per cent reporting casual labour as their primary income source. Labour migration within and outside of the state is both a consequence of Myanmar's structural transformation, and a driver of rural transition in Rakhine. LIFT projects observe a "continuous movement of individuals in and out of villages" while others speak of an "exodus" of working-age villagers. Trafficking is a risk for many migrants from Rakhine, but there is a growing body of evidence to show that young men and women of the Rakhine Muslim community are especially vulnerable to trafficking, particularly if they are IDPs.

From 2011 to 2018, LIFT operates a USD 60 million development programme across 14 of the 17

¹ From LIFT operational guidelines "Eligible implementing partners include the Government of Myanmar, international and national non-governmental organisations, United Nations agencies, other international organisations, academic or research institutions and private sector companies." <http://www.lift-fund.org/guidelines>



townships in Rakhine State. This includes LIFT's work on economic and social development, such as socially responsible investment for the Special Economic Zone in Kyaukphyu, demand-driven vocational training systems, improved agricultural production through protection of paddy land from salt water intrusion, mechanisation and better technologies, and access to rural finance - key pillars to LIFT's strategy in Rakhine and part of the Advisory Commission on Rakhine State's final report. LIFT's nutrition programme, implemented since 2014 in three townships, provides valuable insights relevant to the recommendation for a statewide programme to combat malnutrition. Since 2016, LIFT has provided vocational skills training for young people in four Sittwe IDP camps.

Operating Principles to this Call

These Operational Principles are proposed to guide the actions of all international actors operational in Rakhine State to ensure a coordinated and coherent approach to addressing identified needs in the State. The principles are built on the basic premise of the need for a statewide approach to ensure that humanitarian and development needs of all people in Rakhine are addressed in a coordinated way.

Do no harm

- **Understand the context.** Conduct prior assessment and analysis of the situation on the ground, taking into consideration the views of women and men of all groups, in close consultation with relevant stakeholders and ensure reasonable prior, and continuous, assurance that our support will address needs of vulnerable people equitably, based on the reality of local context.
- **Assess risks** through regular and thorough assessment and analysis of the context and our activities. Assessments need to also consider the risks of not acting.
- **Maximise opportunities for reconciliation, intercommunal interaction and local level peacebuilding,** while ensuring conflict risk is minimised through close consultation with relevant stakeholders during design, implementation and evaluation.
- **Mainstream peace building aspects** into existing interventions rather than addressing them directly.

Engage, consult, communicate and promote ownership

- **Encourage Government lead** at all levels on actions that can improve well-being and recognise the Government's primary responsibility for the well-being of the population and for improving the situation of all poor and vulnerable people in southern, central and northern Rakhine State.
- **Consult as widely as possible** and engage with relevant authorities (at all levels), communities and stakeholders.
- **Be transparent** and communicate clearly to relevant stakeholders the purpose and expected outcome of activities undertaken.
- **Build local ownership, resilience, capacity and sustainability.** Promote the optimisation of local labour, and utilise local resources and expertise in activities, unless there is identified strong justification for not doing so.



Coordinate and reduce transaction costs

- **Coordinate activities** at the geographic and sectoral level through collaborative consultation and information sharing among humanitarian and development actors **including joint analyses of trends and the broader context**. Commit to ensure more coordinated consultations with government and local authorities for efficiency and reduced transaction costs.
- **Be responsive to incremental opportunities**. Seek to ensure support is flexible, reflects clear targeting criteria and understanding of all vulnerable groups in Rakhine State and timely enough to support opportunities that arise to improve the well-being of these communities.
- Given that the context in Rakhine State will continue to be politically complex and volatile for the foreseeable future, **joint analysis of trends and the broader context** should be conducted regularly among engaged actors, to contribute to the international community's analysis on Rakhine State.

Promote rights and participation

- **Equitably support efforts to meet the needs of all communities**, and emphasise that all groups are equally entitled to rights, equality, security, and dignity, regardless of why they are vulnerable or insecure.
- **Support return and relocation of displaced people** that gives primary consideration to the needs, rights and legitimate interests of the displaced persons themselves. Support must be based on a voluntary and informed decision of displaced persons and occur in safety and dignity, and place affected women and men as active and informed agents in this process.
- Improving the well-being of vulnerable communities will depend on **increased freedom of movement for all, re-establishing livelihoods and access to basic services**. Engage with government on means and opportunities for improvement.

Ensure non-discrimination

- **Support government initiatives that are non-discriminatory** and improve the situation for all vulnerable people in Rakhine State.
- **Promote inclusive development** ensuring that all groups are stakeholders in development processes, **regardless of gender, ethnicity, age, sexual orientation, disability or poverty**.
- Ensure that **assistance follows a human rights-based approach, is non-discriminatory and inclusive** of all groups and beliefs, and abides with humanitarian principles. Do not discriminate on **ethnicity, age, religion, gender, or sexual orientation** in our choice and implementation of programmes, or in the recruitment or other processes and procedures of implementing agencies.
- **Empower women** and improve the lives of women and children in our activities including by ensuring gender is effectively mainstreamed in the design, and monitoring and evaluation of programs.
- **Ensure** special attention and adjusted response to specific vulnerabilities (people living with disabilities, single headed households, elderly people etc.).
- **Never exacerbate unfair distributions** and control of power or resources.



Intervention areas of this Call

LIFT is searching for qualified organisations to implement projects that ensure that humanitarian and development needs of all people in Rakhine are addressed in a coordinated way for greater stability, interdependence, prosperity and growth. LIFT will accept proposals that address two intervention areas: access to safe livelihoods and nutrition.

(a) Access to Safe Livelihoods

Various factors serve to undermine the prospects for economic growth in the state, including frequent natural disasters, such as cyclones, and the impact of climate change. Yet, many obstacles to growth and development are manmade. The waves of intercommunal violence in 2012 significantly reduced trust between the communities, disrupting trade and commerce across the state, as well as cross-border trade with Bangladesh. As communities were disentangled, businesses relying on both Rakhine and Muslim labour have struggled to maintain their level of productivity. Living conditions in IDP camps remain poor, with overcrowded shelters and inadequate access to services and livelihood opportunities. The threat of continued instability and violence – combined with a general lack of employment opportunities – has encouraged significant out-migration of both Rakhine and Muslims, resulting in labour shortages in various sectors. Many migrants have relied on illegal trafficking networks and ended up in situations of forced labour and slavery. LIFT is seeking project proposals that address:

1. **Local participation:** Increase the participation of Rakhine's local communities/civil society groups in decision-making, particularly aiming for a fair and transparent process for equal and inclusive access to land, that affects the development of the state. Find ways to ensure that local communities benefit from investments and natural resource extraction in Rakhine State.
2. **Agriculture:** Promote agricultural diversification and productivity (embankments and/or improved irrigation management), including supporting private sector collaboration for sustainable mechanisation approaches, access to adapted small-scale technology/irrigation techniques and quality seeds mechanisms. Proposals need to include ethnic Rakhine and Muslim communities.
3. **Financial inclusion:** Increase access to rural finance for both ethnic Rakhine and Muslim communities, including IDPs and adjacent communities, underpinned by 'do no harm' and protection principles.
4. **Improved livelihoods:** Increase understanding of, and promote practical means for, strengthening viable livelihoods for all communities. Proposals need to include ethnic Rakhine and Muslim communities.
5. **Safe and gainful work:** Improve job opportunities for both men and women through vocational training and income-generating activities, including within IDP camps and facilitating work outside the camps.
6. **Promote business:** Support the Government to reduce red tape in order to promote business, and expand accepted documentation to receive business licenses, not least as a way to include more Muslim businesses within the formal sector and reduce barriers to entry.
7. **Anti-trafficking:** Measures to combat human trafficking, forced and bonded labour, child slavery, forced and early marriage, for both ethnic Rakhine and Muslim communities.



(b) Nutrition

Rakhine State is characterised by moderate levels of food insecurity, but high exposure to nutrition insecurity. Undernutrition is particularly pronounced in Rakhine State, which has the second highest percentage of moderately to severely stunted children under five in the country after Chin State. Rakhine State also has the highest wasting rates nationally at 10.8 per cent of under-fives. The Baseline Household Assessment and Nutrition Assessment found that stunting within the first 1,000 days is nearly one quarter (18.4 per cent, 21.7 per cent boys, 15.3 per cent girls) of children 6 to 23 months of age in the sampled Rakhine townships. For all children under five, the rate increased to 39.1 per cent - more than one-third of children. Assessments found that household dietary diversity in all three livelihood zones is poor regardless of wealth group. Cultural taboos for children under the age of 2 years are exacerbating poor dietary diversity for this vulnerable group. The most effective interventions to prevent stunting occur during the period from gestation to the first two years of life – the first 1,000 days. LIFT is seeking project proposals that address these recommendations:

- 1. Reduce stunting:** Reduce rates of stunting and wasting in children, and improve knowledge, attitudes and practices of women and men in all Rakhine communities to adopt positive behaviours in nutrition, hygiene, and health seeking by targeting pregnant mothers during the first 1,000 days.
- 2. Access to drinking water:** Increase access to drinking water and promote hygiene campaigns for nutrition.

3. Partnerships

Partnership quality will be a key consideration during the evaluation of the proposals. Applicants should demonstrate that their organisation and proposed partners have relevant expertise.

It is fundamental at proposal stage that all partners involved in the project are aware of the proposal, its content and their specific responsibilities and agree on an initial agreement (financial and technical). Please also take into consideration that according to the LIFT Operational Guidelines applicants are expected to share indirect costs with their sub-partners.

LIFT will favour partners that can demonstrate sufficient contextual understanding, including of the local institutional structure and key government, non-state armed groups and civil society stakeholders. Identified partners should have already built trusted relationships with relevant local stakeholders and have interventions that are supportive of local institutions, whether formal or informal. Gender-sensitivity of the partner organisations is desirable regarding both their organisational policy and their operational approach.

4. Funding allocation

The provisional allocation for LIFT's work to support further development in Rakhine is set at up to USD 10 million.



5. Requirements for the proposal submission

Key documents for the preparation of submissions are:

- a) Annex 1: Format and requirements for proposals
- b) Annex 2: Selection criteria to be used by LIFT

Please note the following requirements for submissions:

- Proposals must be prepared in the English language or in Myanmar language according to the format requirement presented in Annex 1.
- Proposals must be received by email at the following address: lift.proposals.mmoh@unops.org on the date indicated below. Please do not submit your proposal to any email address other than the secure email address provided above or your proposal may be at risk to not be considered. The size of individual e-mails, including e-mail text and attachments, must not exceed 5 MB.
- Please note that the cost of preparing a proposal and of negotiating a grant agreement, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment.

Any requests for clarification should be referred to lift@unops.org. Clarifications will be provided on the LIFT website: <http://lift-fund.org/> and the UNOPS website: <https://www.unops.org/english/Opportunities/suppliers/Pages/Grantadvertisement.aspx>.

Also note that successful applicants will be expected to conform to LIFT's Operational Guidelines, which are available at <http://www.lift-fund.org/guidelines>. The guidelines specify LIFT's rules in relation to *inter alia* reporting, procurement, inventory management, record management and visibility.

6. Proposals selection and appraisal procedures

An Evaluation Committee will complete a technical, financial and organisational capacity assessment of each proposal. As a part of its appraisal process, LIFT may elect to discuss technical, cost, or other aspects of the proposals with applicants. The Evaluation Committee will proceed to the selection of the proposals through two stages:

1. Short listing:

- The Evaluation Committee will appraise each proposal using all the criteria listed in Annex 2. Proposals that do not align sufficiently with the LIFT strategy, the LIFT Gender Strategy and the thematic requirements of this call, or which have shortcomings regarding the criteria outlined in Annex 2, will be rejected.
- The full appraisal of the shortlisted proposals are submitted to the LIFT Fund Board with recommendations.

2. LIFT Fund Board endorsement:

- The Fund Board will review the recommended proposals and provide recommendations to the applicants.

The endorsement of the proposal by the Fund Board is not a guarantee to receive funding until



the conditions attached to the approval have been fulfilled and the grant support agreement is signed. LIFT reserves the right to reject a proposal after Fund Board approval if it cannot reach an agreement with the applicant for contracting.

Successful proposals will be implemented under a Grant Support Agreement for NGOs and inter-agency agreements with UN organisations with UNOPS as the LIFT Fund Manager. Please refer to the LIFT website for the template including the general terms and conditions (<https://www.lift-fund.org/guidelines>). The expected contract duration is **for a maximum of three years**. Unsuccessful applications will not be returned to the applicant.

7. Schedule of Events

The dates provided below are only indicative. The Evaluation Committee may follow a quicker or a longer timeframe for the appraisal of the proposals.

<i>Event</i>	<i>Date</i>
Call for Proposals release date	22 December 2017
Deadline for receipt of written inquiries	5 January 2018
Written responses distributed	8 January 2018
Proposal due date	02 February 2018, 1700 hours (Myanmar local time)
Grant agreement negotiation and contracting	March 2018 – April 2018



Annex 1: Format and requirements of the proposals

The proposal must be complete and conform to the format requirements presented below.

Submissions must be made both electronically and in hard copy as outlined in the main part of this call for proposals.

The proposal must not exceed 20 pages (12 point Calibri Font and a minimum of 1 inch margins all around). Pages should be numbered. The proposal may include annexes with additional details regarding approach, methodologies, references, maps, etc. Annexes must not exceed 30 pages.

Electronic submissions must not exceed 5MB in size.

LIFT will consider only applications conforming to the above format and page limitations. Any other information submitted will not be evaluated.

Applicants should include all information that they consider necessary for LIFT to adequately understand and evaluate the project being proposed. The remainder of this section describes the information that LIFT considers necessary for all applications. There is no obligation to follow the order of the sections below, and the applicants are encouraged to make their proposal reader friendly and to avoid repetition.

Proposals must consist of the following:

Title page

Project title, name and contact of the applicant, partners, geographical area, expected project duration, start and finish dates and total budget. Note that the title page is *not* counted in the proposal page limitation.

Preamble

Include a table of contents, a list of abbreviations, a map, a summary. Note that the preamble is *not* counted in the concept note page limitation.

Project background and rationale

Outline the origin of the concept, problem definition/rationale and context for the project. Outline how the proposed project aligns with the LIFT strategy and the thematic components of this call and explains how lessons from previous experience and studies inform the design of the project.

Explain how the project aligns with the development plans/priorities of the GoUM (if not, why not), and other development partners working in the same field and/or area. Identify any gaps in the available knowledge.

Outline the results of key discussions which have taken place in preparation of the proposal, including:

- who was consulted (e.g. other development partners, government departments, NGOs, etc.)



- any issues raised pertinent to the project's rationale and design approach
- a summary of the views of other key stakeholders

Target area and stakeholder analysis

This section should describe the targeted geographical areas of the project and number of direct and indirect beneficiaries (disaggregated by sex). The distinction between direct and indirect beneficiaries should be clear.

A *stakeholder analysis* should be included to describe the key direct and indirect beneficiaries, and the organisations and individuals involved and who have an interest - along with any vested interests they may have. The following are also important:

- a clear description of how the project will cooperate with the government and non-state actors, and engage with the private sector
- a description of the role of all local institutions involved and any support or intention to establish new institutions clearly detailed and justified
- where new or improved institutional arrangements are to be enduring, explanation should be provided on the sustainability provisions included

Project Theory of Change

A clear theory of change (TOC) should be presented in diagrammatic form and explained in a narrative. An actor-centred TOC is preferred. There should be a specific statement of what the project will accomplish and what the key results are in terms of project level outcomes and outputs in a summary form.

Activities, technical approach, methodology and scope

An *activity and methodology description* needs to be sufficient to identify **what** will be done, **how** it will be done, and **where** it will be done. It should indicate **who** will do what at a broad level to explain stakeholder roles.

This section should include consideration of relevant cross-cutting issues (gender, nutrition, human rights, and the environment). The gender issues that the project intends to address should be reflected in the activities and the project TOC.

A work plan should be presented in graphical (table, preferably LIFT template, www.lift-fund.org/work-plan-activity-plan-and-fund-request) form and can be attached as an Annex. It should indicate the sequence of all major activities and implementation milestones, including targeted beginning and ending dates for each step and key deliverables.

Risks and mitigation

Identify and list major risk factors that could result from project activities and/or the project not producing the expected results. These should include both internal/operational factors (e.g. the technology involved fails to work as projected) and external factors (e.g. government policy changes). Outline mitigation strategies and/or how risk will be identified and assessed in the design. Include key assumptions on which the proposal is based.

Monitoring and Evaluation for Accountability and Learning (MEAL) management

This section should follow the guidelines provided in LIFT's MEAL guidelines (www.lift-fund.org/monitoring-and-evaluation-learning-and-accountability-meal-guidelines-ips-



[upcoming-proposals-and](#)). All projects need to provide a MEAL Framework including three main components: (1) a project Theory of Change; (2) project Evaluation and Learning questions; and (3) a project Measurement Plan².

Projects need to establish an appropriate project baseline.

Organisational background of the applying organisation

It should be clearly demonstrated that the proposing organisation has the experience, capacity, and commitment to implement the proposed project successfully.

The following should be covered:

- Type of organisation – Is it a community-based organisation, national NGO, international NGO, research or training institution?
- Organisational approach (philosophy), purpose and core activities of the organisation, and relevant experience.
- Length of existence and legal status. The applying organisation should have the appropriate authority to carry out the project in Myanmar.
- Expertise mobilised from within and outside the organisation.
- A description of partnerships, how long they have been in place and for what purpose.
- An explanation of previous or existing activities in the target area and what working relationships are in place with government and non-state actors.

Staffing

An overview of the organisational structure of the project should be provided, including the CVs of key personnel (national and international), (e.g. chief of party, project director, senior technical advisor).

How the expertise required for project implementation will be made available should be explained (i.e. from within the organisation, through external consultancy, and partnerships) along with a description of implementation roles. LIFT encourages gender balance in the project team composition.

Partnership

Explain who the partners are, how they have been identified, what their specific expertise is, what their contribution is to be and how the relationships between the partners will be managed throughout the project. The section should explain what the governance and coordination arrangements are, and how the project will maximise local ownership. The lead applicant should provide a brief assessment of the institutional, organisational and technical capacities of partners and how the project will strengthen their capacities, including:

- institutional, organisational and technical support to and capacity building for local partners
- identify budget allocation between partners, including for indirect costs (see below)
- contractual relationships and coordination / decision-making systems
- organisational chart including links between partners

² A measurement plan replaces LIFT's previous use of project logframes and identifies the project outcomes, outputs, indicators, targets, milestones and means of verification. A template is available in the MEAL Guideline, which is on the LIFT website.



If a partner is not full time on the project, please provide a schedule for their inputs.

The lead applicant should submit in annex to the proposal a letter signed by the proposed partners stating that they have contributed to the project design, are willing to collaborate with the applicant and that they agree to enter into an agreement if the proposal is successful.

Project budget breakdown and Value-for-Money

A realistic budget is an important part of developing and implementing a successful project. The proposal budget should include a detailed breakdown of costs. The budget template available on the LIFT website must be used <https://www.lift-fund.org/budget-initial>. The budget breakdown should clarify the total allocated budget for each component that the project will contribute to.

The following important principles should be kept in mind in preparing a project budget:

- Include only costs that directly relate to efficiently carrying out the activities and producing the outcomes, which are set forth in the proposal. Other associated costs should be funded from other sources. Refer to the LIFT operational guidelines on what LIFT can and cannot fund.
- The budget should be realistic.
- The budget should include all costs associated with managing and administering the grant project. In particular, include the cost of gender-sensitive monitoring and evaluation.
- Indirect costs are allowable up to six per cent of the total direct costs, not including investment capital funded by LIFT.
- The budget line items in the budget template are general categories intended to assist in thinking through where money will be spent. If a planned expenditure does not appear to fit in any of the standard line item categories, list the item under other costs, and state what the money is to be used for.
- The figures contained in the budget sheet should agree with those on the proposal header and text.
- The budget needs to be accompanied by detailed assumptions on costs (e.g. how many computers are required for how many staff, how per diems are calculated, etc.)
- Costs incurred at headquarters outside Myanmar will be only considered in exceptional cases.

Financial and technical proposals should be sufficiently linked to enable LIFT to conduct a reasonable value-for-money (VfM) assessment of the proposal. Proposals that demonstrate that LIFT's funds will leverage other funds, as well as proposals that demonstrate clear progress towards financial sustainability, are encouraged.

The proposal should demonstrate good Value-for-Money. Some questions to consider may include:

- Have partners and communities been involved in identifying which outcomes have the greatest value to them, and where savings can be made?
- Can contributions be leveraged from other sources?



- Is the proposed concept providing value for money per beneficiary or target group?
- What options are there for achieving more value for the same/less resources?
- Are there multiplier effects from the intervention, or benefits from replication or scaling, that strengthen the value for money of the intervention?

Annex 2: Selection criteria to be used by LIFT

An Evaluation Committee (EC) will appraise applications in accordance with the selection criteria identified below.

Applicants should note that these criteria serve to: a) identify the significant issues that applicants should address in their applications; and, b) to set standards against which all applications will be evaluated.

If there are ambiguities/unclear explanations, or further need for details, the LIFT evaluation committee will seek clarification from the submitting organisation if the proposal otherwise meets the main criteria.

Evaluation criteria

The evaluation committee will have to answer the following questions to justify their final appraisal:

- **Operating Principles Rakhine:** Is the proposed project in line with the Operating Principles for Rakhine stated in the first section of this Call for Proposals? How specifically does the project propose to monitor continuous alignment with the Operating Principles? What monitoring and mitigation measures does the project propose? What are the project's specific conditions of exit, in the event of a deterioration in the political and security situation, and any violation of the operating principles?
- **Completeness:** Is the information provided in the proposal complete and sufficient for the appraisal?
- **Relevance:** Is the problem definition and rationale for the project clear and does it address a critical issue relevant to LIFT strategy?
- **Context analysis:** Is the project based on a good understanding of the context in the respective project site?
- **Stakeholder analysis:** Is there a stakeholder analysis and a clear definition of target groups? To what extent is participation of, and ownership by, key stakeholders in planning and design evident? Is it clear how the project will work with the government, non-state actors and the private sector?
- **Coherence of the design:** Is there clear outcome logic? Are the project's expected results well defined and aligned with the identified problem/needs?
- **Approach and methods:** Is the project approach and methodology innovative, feasible and appropriate? Are the methodologies based on previous experience and evidence-based knowledge? Is the idea technically feasible and likely to achieve the stated results? Does it embody good development practice and lessons?
- **Sustainability:** Does the project demonstrate a good case for sustainability of the proposed outcomes and impacts beyond the funding period? Has an exit strategy been considered?



- **Cross cutting issues:** Are relevant gender, nutrition, migration, and environment issues considered?
- **Gender sensitivity:** Does the proposal demonstrate awareness and understanding of concrete gender related/gender specific challenges in the project context? To what extent does the proposal strive to include women as both, equal participants and as equal beneficiaries? To what extent does the proposal plan to contribute to greater gender equality and women's empowerment? What concrete measures are proposed to address gender issues? Is gender equality/women's empowerment reflected in the proposal's TOC? Does the project plan to conduct a gender analysis at the beginning of project? Will the project collect sex-disaggregated data? Are gender-sensitive and/or gender-specific criteria integrated in monitoring and reporting systems? Refer to Annex 3 for specific guidelines and evaluation criteria for gender sensitivity.
- **Risks:** Has the proposal sufficiently considered major internal and external risks and indicated risk mitigation measures to be developed?
- **Monitoring and evaluation for accountability and learning:** Is a MEAL framework provided and is it appropriate to the type and scale of the project?
- **Learning and Policy dialogue:** Does the project give scope to contribute to evidence-based knowledge and policy dialogue?
- **Capacity:** Does the proposed implementing organisation and its partners have the necessary technical expertise, experience and capacity to implement the project?
- **Partnership:** Is the partnership built on long-term trust relationships? Is the governance and coordination system between stakeholders and partners appropriate? Is the role and involvement of the sub-partners clear and sound? Are the local partners likely to increase institutional, organisational and technical capacities through project implementation?
- **Budget:** Does the budget demonstrate value for money for the project, in particular in relation to the expected results? Is it adequate to deliver the outputs? Is there a sufficient budget dedicated to M&E, learning and capacity building?

Annex 3: Guidelines on gender sensitivity for proposals

I. Why do LIFT's proposals have to be gender sensitive?

LIFT is strongly committed to contributing to greater gender equality and women's empowerment through all its projects and programmes. LIFT strives to achieve the following four outcomes related to gender:

- increases in women's access to, and control over, resources
- increases in women's participation in decision-making
- increases in women's knowledge and skills
- improved focus on gender within livelihood and food security policies³

An important step to achieving these goals is to ensure gender sensitivity is considered in the formulation and planning of projects.

II. What does gender sensitivity mean for LIFT?

Gender sensitivity means that in each action and process, gender norms and roles, and the impact gender has on access to, and control over, resources are considered and addressed.

³ LIFT's Gender Strategy https://www.lift-fund.org/sites/lift-fund.org/files/uploads/Guidelines/LIFTGenderStrategy_Jan2017_FINAL.pdf



Suggested guiding questions for assessing gender sensitivity are:

- **How does the proposal attempt to address existing gender inequalities?**
- **How does the proposal strive to include women as both equal participants and as equal beneficiaries of the planned interventions?**

Projects should not only propose equal numeric participation of female/male participants but also strive for equal quality of their participation. The latter is more difficult to assess than merely counting numbers, and often requires supportive actions to empower women e.g. gender-sensitive activities that includes men/boys to ensure that women's decision-making capacity is sustained beyond the project.

III. Where do LIFT's proposals have to be gender sensitive?

Gender sensitivity should be woven into all stages of projects and programmes. Every project proposal includes a mandatory section on gender where the project is required to answer the question: *"How is gender considered in the project...?"* Here, all proposals outline their gender sensitivity, and their alignment with LIFT's gender strategy and how their proposed intervention contributes to LIFT's four gender programme outcomes stated above.

Gender should also appear explicitly in the project's ToC to reflect gender-related goals and outcomes of the project.