



Unlocking Public and Private
Finance for the Poor

United Nations Capital Development Fund REQUEST FOR APPLICATION FOR

Design, Develop, Commission, and Operationalize a Data Protection Solution for the National Information Technology Authority Uganda (NITA-U)

SUMMARY

The United Nations Capital Development Fund (UNCDF) makes public and private finance work for the poor in the world's 46 least developed countries. With its capital mandate and instruments, UNCDF offers "last mile" finance models that unlock public and private resources, especially at the domestic level, to reduce poverty and support local economic development.

As part of [UNCDF strategy "Leaving no one behind in the digital era"](#), UNCDF, in partnership with the National Information and Technology Authority in Uganda (NITA-U) are looking for a legally established entity in Uganda to design, develop, commission, and operationalize a Data Protection Solution.

Applicants may apply independently or in a consortium, provided that the consortium has a pre-established partnership prior to when this request for applications was issued. Please verify the eligibility conditions on Section 3.1. of the RFA.

UNCDF will award to one (1) applicant, who scores the highest in accordance with the Evaluation Criteria as set forth in section 3.2. The emerging winner will receive:

- A grant contribution to implement the project of up to **150,000 USD**
- Technical assistance by UNCDF team and the NITA-U team through the lifetime of the project.

UNCDF will sign a Performance-Based Agreement¹ (PBA) with the selected applicants. Please refer to the PBA sample available on this RFA website.

Inquiries to this request for applications may be submitted by email to uncdf.rfa@uncdf.org cc richard.ndahiro@uncdf.org

¹ A performance-based grant implies that grant amounts that are contingent on the successful achievement of pre-determined milestones. Achieving a milestone will therefore trigger a grant payment. Grant payments will be reimbursements for funds spent by the grantees, according to the project implementation plan and pre-agreed milestones. The Grantee will be responsible of providing a comprehensive and compliant financial report reporting all the financial transactions relating to grant. The Grantee will need to keep supporting documents related to these transactions to justify all actual costs incurred.



All applications must be submitted by 23:59 EST on 20 April 2021 using UNCDF's online application platform:

https://apply.uncdf.org/prog/data_protection_solution_for_the_nita-u/data_protection_solution_for_the_nita-u

1. INTRODUCTION

UNCDF has formulated a new strategy 'Leaving no one behind in the digital era' based on over a decade of experience in digital finance in Africa, Asia and the Pacific. UNCDF recognizes that reaching the full potential of digital financial inclusion in support of the Sustainable Development Goals aligns with the vision of promoting digital economies that leave no one behind. The vision of UNCDF is to empower millions of people by 2024 to use services daily that leverage innovation and technology and contribute to the Sustainable Development Goals. UNCDF will apply a market development approach and continuously seek to address underlying market dysfunction. For further detail on UNCDF strategy, refer to;

<https://www.uncdf.org/article/4931/global-strategy-leaving-no-one-behind-in-the-digital-era>

The current RFA is framed under one of the four identified work streams of the UNCDF strategy: "Open Digital Payments Ecosystem". The workstream is dedicated to driving universal access to secure, affordable and trusted digital systems, a key prerequisite for the growth of a digital economy. Under this workstream, UNCDF will seek to support government, service providers and other stakeholders in:

- Building the basic infrastructure for digital services to function.
- Leveraging digital data and open systems for innovative service development.
- Ensuring proper data privacy and consumer consent mechanisms are put in place to build confidence in the use of digital systems

Uganda enacted the Data Protection and Privacy Act into law in 2019. Its aim is to protect the privacy of the individual and of personal data by regulating the collection and processing of personal information. The Act also provides for the rights of the person whose data is collected and processed and obligations of data controllers and data processors in addition to regulating the use of that data.

NITA-U is implementing a Government integration platform that will support the sharing of data and provision of e-services more efficiently and conveniently to the public. The platform provides means of sharing data across government entities. The integration platform, through open data capabilities, shall make possible for many innovators in the country to provide more means of data sharing for better service delivery. At the same time, this endeavour has the risk for potential data misuse, which further increases apprehension by the public over who has access to their personal data and for what purposes do they use it.



Data protection is a critical aspect of technology because of growing cases of data security breaches and misuse at national and global level. Protecting personal data has become a paramount challenge for organizations and Government institutions. This has also increasingly become a concern for individuals when providing their personal data to government, companies and individuals.

The Data Protection and Privacy Act stipulates that individuals can report to NITA-U incidents of misuse of their personal data. However, convenient channels to exercise this right are not in place. Using the integration platform and open data possibilities, a solution can be developed to provide a convenient and easy way to identify and report personal data breaches and misuse of data.

The development of a data protection solution aims to provide a quick, convenient and easy access to report issues related with data protection and seek redress. The service should be extended through a website, SMS and USSD



2. SCOPE OF WORK

2.1 Areas of intervention

This Request for Application (RFA) aims to identify and select a private sector company with the right capabilities and experience to design, develop, commission, and operationalize an easy, quick and convenient digital solution for citizens and organizations to identify and report data misuse and to be able to seek redress.

| Area of intervention | Challenges / Problem Statement and Objectives for solution |
|--|---|
| <p>Design, develop, commission, and operationalize an easy, quick and convenient digital solution for citizens and organizations to identify and report data misuse.</p> | <p>Government and Private organizations have been collecting data in order to effectively provide services to citizens. With data growing exponentially, access to this data has become a prime need and a source of business value. However, there are growing concerns around data access and usage in Uganda, including:</p> <ul style="list-style-type: none"> - Non-authorized and illegal usage of data for commercial adverts and political campaigns, among others. - As access to data is not restricted, misuse of personal data has been on the rise, leading to fraud in land transactions across the country. - Impersonation using other people's data is also reported across the country. Citizens are not fully aware where to report such data misuse cases. Those that endeavour to report to the police, don't get quick response or remedy, while at that time damage has been made. <p>Institutions both public and private are also not fully aware of their responsibilities as data controllers, data collectors and data processors. There is need for a solution to allow easy registration and provision of information to make institutions accountable and responsible for personal data protection to immediately report any data security breaches they become aware of.</p> <p>The proposed data protection solution will aim to deliver on the following objectives:</p> <ol style="list-style-type: none"> 1. Fast resolution of complaints and data breaches thanks to a central point of processing and real-time involvement of concerned parties. 2. Enhanced accountability for data controllers and processors. 3. Improve compliance with the Data Protection and Privacy Act (2019) 4. To have one central place with information and guidance to promote compliance and implementation of the Act 5. Promote awareness of data subject rights amongst the citizens. |



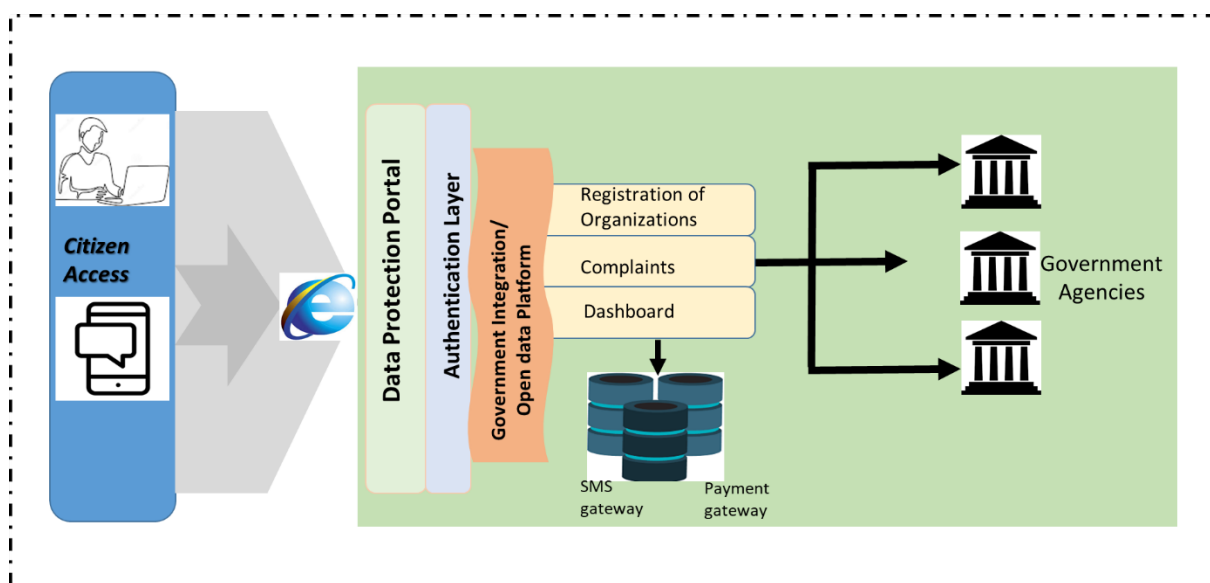
Specifically, this project will;

Develop a web-based, USSD and SMS portal that supports the following:

- a) Filing complaints on personal data misuse.
- b) Registration of data controllers and processors with electronic payments supported. The solution will integrate with the ugHUB (National Integration Platform) to access other Government systems such as the Business Registration System and expose open data sets.
- c) Reporting and notification of personal data related breaches.
- d) Electronic and searchable register of data controllers and processors.
- e) Electronic promotion of data subject rights so that citizens are aware and can act.
- f) Electronic guidance to data controllers and data subjects such as organisations, businesses and innovators on how to comply with the Act.
- g) provide for registration of organizations that collect and process data .

The web portal should serve as well as backend processing. The solution is also expected to meet other requirements such as (i) management reporting capability; (ii) provide online checking on status of application. The portal will also be able to display personal data usage, automate the registration of institutions and complaints on data protection related issues.

Figure 1: Proposed system architecture



The proposed portal will enable individuals to exercise their rights in relation to personal data held by government agencies. This portal will also directly integrate with the Government Open Data platform (UGHUB) and Data Protection core back end system enabling it to:

- i) Collect intelligent information on the integration platform relating to access of personal information and including it into the user dashboard
- ii) Report where there is abuse and lodge complaints in case of unauthorized access by Government agencies.

DESIGN CONSIDERATIONS

The architecture design shall have the following features:

- Scalability on the system architecture at all layers (application and database layer) of the system shall be catered for expansion to meet performance requirements with increase in user base.
- The solution shall be extendable, have open standards and flexible as per industry standards to allow for interoperability with other applications. The system shall also provide mechanisms for error handling and robustness to scale up on demand to support future applications without major changes.



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- **User Interface:** The solution shall provide web browser-based, SMS and USSD interface to the end user. The web browser-based interface shall be designed with maximum simplicity keeping in view that there is uniformity and consistency across the application's buttons, icons, screens, forms and report layouts.
- **Reliability:** Software developed and delivered shall be highly reliable as per requirements. The delivered system must be bug free and fully tested; with no functionality failures.
- **Easy Maintenance:** The system shall have various features that enhance its end-user efficiency with simple screens with pop-up windows and minimum data fields to further aid the ease of data entry. A minimum number of screens to accomplish a business function will be the major design parameter. The User Interface shall be designed by incorporating all the suggestions that are given by the end-user.
- **Integrity:** To make it easier for the user, the solution will ask the user only few parameters, the remaining entries that are relevant to the parameters (if already present in the database) shall be automatically populated in the relevant fields. This will help to minimize the entry to be done by the user and also maintain the integrity of the data.
- **Reduced Data Redundancy:** The solution shall ensure no duplication of information loaded into the database. This shall be done with the help of inbuilt validation checks. The validation check shall help the user to know whether the data that has been entered by the end user is already available in the system or not. This feature shall help to reduce the data redundancy.

Project tasks, deliverables and timelines:

| Tasks | Output / deliverable | Estimated Timeline after Contract Signing |
|---|---|---|
| <p>TASK 1: Provide a detailed inception report which describes the understanding of the ToRs/ assignment, methodology of delivery (how), governance arrangements and reporting, risk management, critical success factor, Project Implementation Plan (PIP) and work schedule.</p> | <ul style="list-style-type: none"> • Inception report that includes methodology of delivery, governance arrangements, and reporting risk management, project plan and work schedule. | 0.5 months |
| <p>TASK 2: Conduct Agency User requirements and Functional requirements meetings and discussions to capture the requirements from the NITA-U.</p> | <ul style="list-style-type: none"> • Technical Design Document entailing the software requirements specifications (SRS), technical requirements for the solution, hosting requirements and workflow diagrams sign-off based on | 1.5 months |



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| | acceptance. | |
| <p>TASK 3: Present a prototype for security, privacy and User Acceptance Testing. The prototype should be able to integrate with NITA-U's SMS and payment gateways. The SMS gateway includes services like bulk SMS, USSD, and IVR,</p> | <ul style="list-style-type: none"> • Acceptable Prototype and Testing Report. • Technical testing of all the components. • Test plans submitted to the NITA-U. • Trial Run of the enhanced system. • Requirement, Design, Configurations and Development methodologies have to be well documented and handed over to NITA-U. • Well documented source codes, database scripts, test scripts, etc. to be handed over to NITA-U. | 3 months |
| <p>TASK 4: SETUP, CONFIGURE AND DEPLOY THE DATA PROTECTION WEB PORTAL FOR GOU The selected institution will perform the following tasks;</p> <ol style="list-style-type: none"> Install and set up the portal in the Government Data Center Train the users | <ul style="list-style-type: none"> • Functional and operational data protection web portal. with a robust back end, user friendly front end and strong reporting capability. • A document (As Built) detailing all components, technologies used and diagrammatic layout of the solution • User Guide • System Administrator Guide • Implement UAT: preparation UAT sign-off, implementation | 2 months |



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| | report. | |
| <p>TASK 5: PILOT THE SOLUTION AMONGST THREE USER COMMUNITIES</p> <p>The selected institution will perform the following tasks:</p> <ol style="list-style-type: none"> i. Develop a pilot strategy that will include the three targeted user communities. These will be agreed upon with GoU and UNCDF on the most impacted areas with agreed upon performance measuring metrics. This pilot strategy will be validated by GoU and UNCDF ii. Implement the pilot strategy and rollout across three user communities | <p>OUTPUT FOR TASK 5:</p> <ol style="list-style-type: none"> I. Pilot strategy document II. Periodic pilot performance reports III. Updated and improved functionalities of the data protection web portal (front-end and back-end) IV. Dedicated on site and off-site support to the NITA-U team V. <ul style="list-style-type: none"> • Incorporate all minor and major changes such as changes in database objects and relationships among the objects, system workflows, core modules if required, and other necessary and critical changes which impact the overall working functionalities . | 10.5 months |
| <p>Task 6: Completion Report with the final Sustainability strategy and plan</p> | <ol style="list-style-type: none"> 1. Completion report 2. Presentation of learnings at Stakeholder workshop 3. Project exit sign-off | 0.5 months Week |
| Total project period | | 18 months |



2.2 How UNCDF works with partners

UNCDF takes a tailored approach to engagement with partners, working with each throughout to identify business and customer needs, and helping to design, pilot and scale up the solution along the way. Some examples of the ways in which UNCDF works with partners include:

- **Product Research:** Sharing market research and knowledge to deepen partners' understanding of customers' behaviours, needs, constraints and aspirations. This also includes providing transaction data analysis and training to the business teams.
- **Product design:** Providing human-centred design expertise to better understand the customer journey - physical and financial – for better product design and use-case development tailored to the needs of low-income customers and their families. The efforts may also involve analysing the transaction data from a customer lens.
- **Provisioning:** Providing technical assistance to help design, pilot, deploy, and scale up solutions for impact. Technical assistance is provided by digital experts who are experienced in product design, business model development and go-to-market strategies in some of the most challenging markets in Africa and Asia.
- **Partnerships:** Facilitating strategic partnerships with stakeholders – including cross-border payment hubs, mobile network operators, financial institutions, and non-bank financial institutions – to enable partners to reach last-mile customers, and to grow sustainably. UNCDF is uniquely positioned to be a neutral broker of partnerships and has a record of building strong relationships with private and public organizations across Africa, Asia, and Pacific.
- **Policy and Advocacy:** Convening efforts to support an enabling environment and build policy and advocacy capacity for human-centred products and services to be piloted and potentially scaled.

In the RFA, applicants may identify and suggest areas where the technical support from UNCDF and its network of expertise is sought.

2.3 Expected results

According to the project and solution presented, applicants must include in the proposal a complete list of results, outcome indicators and targets for monitoring achievement of different results. Below is a non-exhaustive list of key performance indicators (KPIs) for the project. Other indicators would be finalized based on the nature of the project and tracked to ensure its success.



Deliverables would be derived from key project milestones to be agreed mutually between UNCDF and the selected applicant in accordance to the identified milestones, outcomes and targets of the KPIs, during the due-diligence and negotiation phase.

For illustration, milestones can include market research conducted, and go-to-market strategy finalized.

In the application form candidates will have to provide set reliable and attainable targets for each of the following indicators.

| Indicators | Disaggregation |
|--|----------------------------|
| Solution Prototype developed, testing and accepted by NITA-U | N/A |
| Data protection web portal functional and operational | N/A |
| Solution piloted successfully with three user communities | Sector |
| Number of data subjects using the portal (reporting cases, consulting the portal, etc) | Total: Women: Youth: |

Please note that during the negotiations process of the Performance based-Agreement, applicants shall be required to integrate the monitoring framework with additional KPIs.

3. ELIGIBILITY FOR APPLICATION AND EVALUATION CRITERIA

Only applications that meet the eligibility requirements and minimum criteria for the submission will be scored.

3.1 Eligibility requirements

Entity registration

- The applicant/ lead applicant must be a registered entity in Uganda, with at least two (2) years of operations (at least as of 2019).
- The applicant/ lead applicant must have statutory accounts and audited financial statements for at least one operating year (at least 2019).



Relevant operation licenses (when applicable)

- The lead applicant must be licensed to undertake the business related to the project they are proposing to UNCDF.

Consortiums (when applicable)

- Applicants may apply only once under this RFA, whether independently or in a consortium.
- Joint applications between market players in the country are encouraged if the solution proposed will expand delivery networks and promote rural and/or other last-mile access to / usage of digital services.
- Applications from consortiums of organizations must show that the partnership was established prior to this call for applications.
- The lead applicant and their partner must be registered entities with at least two (2) years of operation, and must have statutory accounts and audited financial statements for at least one operating year.

Exclusionary criteria:

- Application shall use UNCDF submission formats and submit a complete application, otherwise will be excluded
- Applicants shall not have been the subject of bankruptcy, liquidation, judicial settlement, safeguarding, cessation of activity or any other similar situation resulting from a similar procedure.
- Applicants and any of their staff or member of their board of directors shall not be included in the United Nations financial sanctions lists,⁵ particularly in the fight against the financing of terrorism and against attacks on international peace and security or in the UNDP list of excluded vendor²; and
- Applicants must not be involved in any of the following activities³
 - Manufacture, sale or distribution of controversial weapons or their components, including cluster bombs, anti-personnel mines, biological or chemical weapons or nuclear weapons
 - Manufacture, sale or distribution of armaments and/or weapons or their components, including military supplies and equipment
 - Replica weapons marketed to children
 - Manufacture, sale or distribution of tobacco or tobacco products
 - Involvement in the manufacture, sale and distribution of pornography
 - Manufacture, sale or distribution of substances subject to international bans or phase-outs, and wildlife or products regulated under the CITES
 - Gambling including casinos, betting etc. (excluding lotteries with charitable

² See: <https://www.un.org/securitycouncil/content/un-sc-consolidated-list>

³ See UNDP Policy on Due Diligence and Partnerships with the Private Sector (2013): https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/BERA_Partnerships_UNDP%20private%20sector%20due%20diligence%20policy%202013_FINAL.pdf&action=default



- objectives)
 - Violation of human rights or complicity in human rights violations
 - Use or toleration of forced or compulsory labor
 - Use or toleration of child labor
- Applicants shall have fulfilled all the obligations relating to the payment of social security contributions or obligations relating to the payment of taxes in accordance with legal provisions in force in the country of incorporation.

UNCDF reserve the right to request additional supporting documents or clarifications once the RFA is closed.

UNCDF and GOU represented by NITA-U will conduct due diligence on selected applicants. Applicants must have documents ready for confirmation that they meet the eligibility criteria including certificate of compliance with the tax authorities and any other documentary evidence that might be requested by UNCDF besides the application form.

3.2 Evaluation criteria

The Evaluation Committee will score the applications according to the below evaluation criteria.

Only applications that score at least 70 out of 100 will be considered successful and move to the due-diligence stage.

| Evaluation Criteria for technical proposal | Maximum score |
|---|----------------------|
| EXPERTISE OF THE FIRM <ul style="list-style-type: none"> • Experience in innovating and delivery of at least one similar web-based solution at enterprise level. • Expertise in data security management, or related projects. Preference is for any LDC country and/or African context). • At least 3 years of operation, with proof of successful implementations of projects of similar magnitude • Brand recognition / reputation of the company | 20 |
| QUALITY OF TECHNICAL PROPOSAL <ul style="list-style-type: none"> • Proposed approach and methodology to deliver on each of the elements of the scope of the project • Proposed workplan and timelines • Proposed quality assurance procedures / mechanisms | 40 |
| TEAM EXPERIENCE The following are the proposed key personnel and required qualifications: <ol style="list-style-type: none"> 1. Team Leader | 40 |



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| <ul style="list-style-type: none"> i. Bachelors in IT, IS, Computer Science, Information Science or other relevant ICT qualifications. ii. Certification in security such as CISSP, CEH and CISM iii. Must possess experience of having led teams on at least five software projects in public sector. iv. Strong communication, collaboration and leadership skills <p>2. Software Developers (2)</p> <ul style="list-style-type: none"> i. Degree in Computer Science or ICT related field ii. Must possess hands on experience of having participated in development of at least four web based systems/ applications <p>3. Quality Assurance</p> <ul style="list-style-type: none"> i. Degree Computer Science or ICT related field ii. Training in risk management iii. Must possess at least three years' experience in quality assurance and risk management for IT projects. | |
| Total | 100 |

3.3 Eligible costs

The criteria for eligible expenditure determine whether a cost qualifies for funding under UNCDF rules and procedures.

The general criteria for eligibility of costs under UNCDF funding include the following.

- Eligible costs must be incurred by the applicant **during the project** (after the signature of the Performance-based Agreement and up to the end of the Grant period).
- Eligible costs should be indicated in the estimated overall budget of the action attached to the Performance-based Agreement.
- Costs must be identifiable and verifiable, in particular being recorded in the accounting records of the applicant and determined according to the applicable accounting standards of the country where the lead applicant is established.
- Costs must comply with the requirements of applicable tax and social legislation.
- Costs must be reasonable, justified and comply with the principle of sound financial management, in particular regarding economy and efficiency.
- Consultancy costs – under studies, technical assistance and other advisory services under the programme carried out by international and national consultants – are eligible as follows. Professional and consultancy services are services rendered by people with a special skill, and who are not officers or employees of the organization applying for the grant. Consulting services must be justified, with information provided on their



expertise, primary organizational affiliation, normal daily fee, and number of days of expected service. Consultants' travel costs, including for subsistence, are to be shown as travel expenditure. The applicant may be required to justify the daily fee. Workshop costs are eligible, for the workshop venue, food and beverages, and publication material. Training expenditure (financial education, digital education, soft skills) for the project's final beneficiaries is eligible. If applicable, this will include all related expenditure, such as the cost of the venue, participant travel, and so on. Investment costs directly attributable to the project, relating to research and innovation, are allowable.

3.4 Ineligible costs

The following costs are ineligible and not accepted:

- Returns on capital and dividends paid by a beneficiary;
- Debt and debt service charges;
- Provisions for losses or debts;
- Interest owed;
- Costs declared by the applicant in the framework of another action receiving a grant financed from another donor;
- Indirect costs, also called overheads.

4. AGREEMENT PARAMETERS

Potential applicants shall give evidence that their solutions are aligned to the following parameters.

4.1 Applicants

Eligible candidates can apply alone or as lead applicant in a consortium of firms, as long as they comply with the eligibility requirements set forth in section 3.1 in case of a consortium of entities applying to the RfA, the lead applicant shall comply with the eligibility requirements. The lead applicant will be responsible of:

- i. submitting the application form on behalf of the consortium
- ii. ensuring that each partner is fully aware of the composition of the partnership and of the contents of the Application Form;
- iii. signing the Performance-based Agreement with UNCDF⁴;
- iv. fulfilling all obligations set out in the Performance-based Agreement;
- v. ensuring the allocation and the fulfilment of the funds amongst the partner in the

⁴ Include a link with the agreement template where applicant can download the template



consortium in compliance with the Performance-based Agreement;

vi. ensuring the allocation and the fulfilment of the tasks amongst the partner in the consortium in compliance with the Performance-based Agreement

4.2 Target segment

UNCDF through its interventions in Uganda aims to leverage digital, to empower the population segments below to lead better livelihoods:

- Smallholder farmers,
- Youth,
- Women,
- Refugees,
- MSMEs.

4.3 Geographical scope

The proposed solution ought to be scalable to the entire country and beyond. However, the piloting will be done on at least 3 user communities – to be provided by NITA-U.

4.4 Project duration

The project is expected to have 18 months duration. Activities are expected to be terminated no later April 2023. Final and assessment report will have to be submitted no later December 2022.

4.5 Language

The deliverables and any correspondence between the applicant organization and UNCDF must be in English

4.6 Budget

UNCDF will provide a grant to one selected applicant per area. The selected applicants will be those deemed are technically compliant in accordance to the Evaluation Criteria as set forth in section 3.2.

UNCDF contributions may go up to 150,000 USD.

Specific projects will be financed based on business needs. Depending on the maturity of the solutions and the success of the pilot, UNCDF would be able to continue its support for the mobilization of investment capital (loan and guarantee) and further technical assistance.

Applications will need to describe how applicants will deploy the Grant and if any technical



assistance or mentorship services are being sought. Additional technical assistance services by UNCDF will be provided through a separate budget line. For the grant, applicants should also propose their preferred payment structure, which should be aligned with the project deliverables / milestone. UNCDF will take this into consideration but still reserves the right to structure the payments to be suit the project milestones.

5. APPLICATION REQUIREMENTS AND PROCESS

5.1 Structure of the application

The applicant must submit a complete application form online at https://apply.uncdf.org/prog/data_protection_solution_for_the_nita-u

- In addition to the 'Submission Format' the applicant should supplement the submission with:

1. Certificates of registration and commencement of business
2. Certificate from the relevant authorities that the lead applicants must have fulfilled all obligations relating to the payment of social security contributions or obligations relating to the payment of taxes per the legal provisions in the registration country
3. Management accounts for 2020
4. Audited Financial statements of company for at least one year of operations (2019) and up to 2 years, if available
5. Evidence of licensing from relevant sector regulator
6. Workplan and budget of the initiative (Annex 2)
7. CVs of the employees participating in the project in the form of a PDF file,

All submissions must be completed in English.

UNCDF may request additional information and documentation to proceed to the technical evaluation of proposals.

Since applicants cannot have access to the entire submission format, please refer to the submission form model: Annex I - Submission form contents.



5.2 Application deadline

All applications must be submitted by 23:59 EST on 20 April 2021 using UNCDF's online application platform:

https://apply.uncdf.org/prog/data_protection_solution_for_the_nita-u/data_protection_solution_for_the_nita-u

5.3 Selection process:

- Step 1: Eligibility screening – eligibility will be assessed according to the eligibility requirements as set forth in section 3.1.
- Step 2: Evaluation of eligible applications by UNCDF's technical evaluation panel based on the evaluation criteria set out in section 3.2.
- Step 3: Due diligence – due diligence on the applications and their applicants will be conducted on applications that receive the minimum qualifying score (70/100).
- Step 4: Notification of applications – all applicants will be notified of the status of their applications.
- Step 5: Pre-Grant negotiation and Performance-based Agreement – the selected applicants will finalise the scope of the grant and finalise budgets, indicators and targets, workplan and disbursements of the Grant that will be released on achievement of each milestone.
- Step 6: Approval of the selected applications by the Investment Committee. Pre selected applications will be reviewed, discussed for approval by UNCDF's Investment Committee. Any further due diligence requirements, risk analysis or milestone recommendations from the Investment Committee will be followed in later steps.
- Step 7: Notification of applications - all applicants will be notified of the status of their applications after final approval from UNCDF Investment Committee .

5.4 Timeline

| | |
|--------------------------|--------------------------|
| 30 March 2021 | Application window opens |
| 12th April 2021 | Deadline for questions |
| 20 April 2021, 23:59 EST | Deadline for submission |



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5.5 Real-time assistance from UNCDF

Inquiries to this request for applications may be submitted by email to uncdf.rfa@uncdf.org cc richard.ndahiro@uncdf.org