# Call for Proposals

# Gender Responsive Investment Projects for Women Economic Empowerment (WEE) in Kigoma Region.

The United Nations Capital Development Fund (UNCDF) invites Private SMEs including Women Entrepreneurs, Companies, Local Government Authorities (LGAs), NGOs and any organizations engaged in women economic empowerment in Kigoma region to submit proposals for gender responsive investment projects for funding under UN Kigoma Joint Programme. The application is for receiving technical assistance and financial support (in the form of development and capital grants) that advances Gender Responsive Investment for women’s economic empowerment. Projects that offer direct economic benefits to women will be preferred.

**About UNCDF**

The United Nations Capital Development Fund (UNCDF) is the UN’s capital investment agency for the world’s 48 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. In Tanzania, UNCDF is supporting initiatives designed to unlock the flow of domestic and private sector capital to invest in small and medium sized infrastructure projects needed to accelerate local economic development and private sector development. By strengthening how finance works at the local level, UNCDF contributes to SDG 1 (no poverty), 5 (gender equality), 7 (affordable and clean energy), 9 (industry, innovation and infrastructure) and 17 (partnerships for the goals) on the means of implementation by identifying those market segments where innovative financing models can have transformational impact in helping reach the last mile and address exclusion and inequalities of access.

**About the Programme**

Youth and Women Economic Empowerment (YWEE) is one of the thematic areas under the UN Kigoma Joint Programme (KJP) in Kigoma region. KJP is an area-based joint planning and implementation effort under the United Nations Development Assistance Plan (2016 – 2021) for Tanzania (UNDAP II). This thematic area is implemented by six UN agencies including UNCDF, United Nations Development Programme (UNDP) and United Nations Entity for Gender Equality and the Empowerment of Women (UN Women). Other agencies are International Labour Organization (ILO), United Nations High Commission for Refugees (UNHCR), and International Trade Centre (ITC). **This Call for Proposal aims to identify and support gender sensitive local investment projects including local government led infrastructure projects as well as women-led enterprises and gender-sensitive businesses which are large enough to have a transformative impact on the economic livelihoods of the communities and create jobs and expand economic opportunities for women and men.**

**Call for Investment Proposal**

With this Call for Proposals, UNCDF is inviting calls for **commercially viable** investment project proposals in the following focus areas:

* Women’s economic empowerment
  + *Investment projects owned or developed by women or projects with large derived benefits accruing to women, which address challenges faced by women such as employment and job creation, income generation, technical business skills, innovation, and entrepreneurship. The examples of such projects include small and medium sized infrastructure projects in the UNCDF areas of focus: agro-processing, manufacturing and trade, climate resilience and clean energy, and public service delivery.*
* Local Economic Development
  + *Businesses that offer local government, the private sector, and local communities the opportunity to work together to improve the local economy by enhancing competitiveness, increasing sustainable growth and ensuring that growth is gender responsive.*
* Public Service Delivery Infrastructure

*Local Government Authorities and Public Private Partnership (PPP) Projects that provide women with better business and income earning opportunities through improved infrastructure (i.e. preferential access to transportation, storage facilities, market structures, modern agro-processing machinery, water infrastructure, waste management and energy infrastructure).*

* Manufacturing and Agro-processing
  + *Agro-processing plants, storage facilities and any other agricultural value addition project.*
* Trading
  + *Small and medium scale business entities that facilitate trade and market linkages within Kigoma; and between the region and other regions and neighbouring countries such as DR Congo and Burundi.*
* Climate resilience and clean energy
  + *Projects which improve the livelihood of women and households at large. These include renewable energy infrastructure projects such as on and off grid power generation, water reservoirs and agricultural dams which can support irrigation and commercial farming.*

**What UNCDF offers to developers**

1. Project development support
   * *Targeted technical project development and financing support to project developers (e.g. enhanced project documentation, due diligence and financial structuring).*
   * *Project investment documents in the format acceptable to commercial banks and investors.*
   * *Capacity building and technical assistance for business development, improved financial management, human resource management, compliance management, financial governance and transparency, product development and value creation additions.*
2. Link developers to financial institutions and investors
   * *Support project developers in accessing funding from commercial and development finance institutions (e.g. identifying the right investor based on sector, size and type of finance required) and negotiate lending terms.*
   * *For qualified projects, UNCDF may provide seed capital (development grants for LGAs and capital grants for private sector) based on unique project requirements and investment criteria.*
   * *Provide credit enhancements and guarantee support e.g. partial loan guarantees for qualified projects which are eligible for borrowing from domestic financial institutions.*
3. Gender sensitive orientation & Impact implementation support

* *Capacity building for top level management and other key staff on gender sensitive working environment and Women Empowerment Principals (WEPs) as well as gender equality (GE), gender roles, gender stereotypes, violence and sexual harassment at workplace.*
* *Support in developing an action plan and a monitoring framework to support and promote gender equality (GE) and women’s career mobility within the organization.*
* *Support management and the business to offer gender equality in benefits including equal pay for equal value, healthcare, sick leave, pension, disability, paid time off and stock ownership.*
* *Assist management to establish policies for paid maternity/paternity leave, promote safe and discrimination free work environment, i.e. sexual harassment, risk assessments to address security issues, including women traveling to and from work.*

**Eligibility criteria**

Proposals must meet all the following eligibility criteria:

1. **Geographical Coverage**

* Investment projects targeting and benefiting majority of women throughout the Kigoma Region.
* Special consideration will be given to projects from the districts of **Kasulu, Kibondo and Kakonko.**

1. **Commercial viability**

* The investment proposal must show how the project will generate revenue and make profits. Applications should therefore be supported by a detailed description of the cost and revenue streams associated with the project.

1. **Development impact**

* Proposal must show how the project will generate positive economic benefits to women and community at large, e.g. job creation, income generation, empowerment of disadvantaged groups, trade and market access for agricultural produce.

1. **Project status**

* Priority will be given to existing projects that are looking for expansion. Therefore, project development activities must have passed a pre-feasibility stage beyond a concept note, i.e. *proposals should include, as a minimum, a completed business plan and all initial regulatory compliance steps (e.g. licenses, permits, titles, etc).*

1. **Ownership**

* The investment project must be owned or developed by either a public or private entity operating in Kigoma, Tanzania.

1. **Project size**

* Totalvalue ofproject assets (fixed and current) must be between **USD 50,000 and USD 10 million**.

1. **Qualified management**

* The proposal must show evidence that the proposed management team has the necessary technical and managerial skills to run the project.

1. **Compliance**

* Compliance with Tanzania laws and regulations and [UNDCF/UNDP Environmental & Social Performance Standards](http://www.undp.org/content/dam/undp/library/corporate/Social-and-Environmental-Policies-and-Procedures/UNDPs-Social-and-Environmental-Standards-ENGLISH.pdf) including human rights is a must.

1. **Supply Chain Procurement**

* The business provides price equality to male and female suppliers
* Number of women involved in the supply chain and the project’s positive contribution to women’s lives

1. **Willingness of the developer to borrow from commercial banks.**

**Selection Process**

All applications received within the set deadline will be reviewed against the eligibility criteria mentioned above. The result of this initial screening will be the shortlist of projects which meet the minimum criteria above. The shortlisted investment projects will be visited by a team comprising of representatives from UNCDF and other partner UN agencies. Based on the information collected from the field visit and that contained in the application, the final list of projects will be prepared. These projects will comprise the pipeline of projects to receive technical support from UNCDF and partner UN agencies for possible financing from domestic financial institutions.

**Documentation**

For applicants who will be shortlisted must be prepared to submit relevant documentation related to their projects/businesses within 2 weeks after notification by UNCDF.

**Pre-submission workshop for prospective applicants**

UNCDF will offer a half-day session to guide applicants on submission requirements. The purpose of this session is to allow applicants an opportunity to raise questions and for UNCDF to provide guidance on how to prepare proposals to increase the understanding of the applicants on the eligibility and selection criteria.

If you wish to participate, please send an email to [global.ield@uncdf.org](mailto:global.ield@uncdf.org) indicating *“Kigoma WEE Pre-submission workshop”* in the subject line of your email. You will only be allowed to participate in the workshop after you receive the confirmation email regarding registration. The workshop will be held in the headquarters of the respective district and the specific time and venue will be communicated in due time to those who will request participation via email.

Please note that you are not required to participate in the session to submit a proposal. This is merely a courtesy provided by the UNCDF.

**Instructions for submitting proposal**

Only completed submissions as per the given instructions will be reviewed. A complete submission consists of the following two separate submission documents where the applicant must fill out all sections of the Proposal Submission form:

1. The Call for Proposal Submission Form (Word) which can be downloaded at *................*
2. Copies of updated Trade License or Commencement of Business certification

The submission form **must** be submitted in its original format (Word) along with any supporting documentation to the following recipient: [*global.ield@uncdf.org*](mailto:global.ield@uncdf.org). Size of the email should be limited to 10 MB. Any supporting documentation must be submitted in separate emails. Every application should contain only one proposal for one investment project. Please zip your file to ensure that it is within the allowable 10MB.

***Language of proposal:*** Proposals must be submitted in English

***Deadline for submission:*** The deadline for submission is Monday 24th September 2018.

***Please note:*** Applicants who do not submit submission template in its original format within the deadline will not be considered. Only successful applicants will be contacted within 3 weeks after the deadline. Those applicants who will not be contacted should consider their applications unsuccessful.

For further information, please contact:

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