

**WINROCK INTERNATIONAL INSTITUTE FOR AGRICULTURAL DEVELOPMENT
 (WINROCK)
 REQUEST FOR APPLICATION (RFA)
 REGIONAL RESEARCH ON IDENTIFICATION OF TRAFFICKNG VICTIMS**

Program Name:	Hamro Samman Project
Request for Application (RFA) No:	6817-19-G-10
Date RFA Issued:	September 11, 2019
Pre-application Conference Date, if applicable:	Not applicable
Due Date and Time for Questions:	Not applicable
Due Date and Time for Response to Questions:	Not applicable
RFA Closing Date and Time:	October 3, 2019
Estimated Award Date:	November 15, 2019

SECTION 1: PROGRAM DESCRIPTION

1.1 PURPOSE AND BACKGROUND

The purpose of this RFA is to solicit applications from prospective grantees to support Winrock International (Winrock) in the implementation of the Hamro Samman Project, funded by the U.S. Agency for International Development (USAID) and the United Kingdom Department for International Development (UK aid) Award No. AID-367-A-17-00001.

The project's Regional Research on Identification of Trafficking Victims Project, is seeking researchers or a research team to conduct field research in Nepal as part of the below-mentioned regional research project on trafficking victims' experiences of identification and referral. This will involve working together with NEXUS Institute in conducting data collection, transcription, data cleaning and validation as well as preliminary data analysis.

1.2 OBJECTIVE AND PROGRAM DESCRIPTION

Hamro Samman ("Our Dignity") is a five-year project generously supported by the American people through the United States Agency for International Development (USAID) and the British

people through the United Kingdom's Department for International Development (UK aid). It is implemented in Nepal by Winrock International. Its goal is to reduce the prevalence of trafficking in persons (TIP) in 10 strategically selected districts of Nepal by strengthening coordination and partnerships between government, civil society and the private sector. It aims to improve the delivery of services to trafficking survivors and people at risk of being trafficked.

USAID Asia CTIP is a five year, USAID-funded regional initiative that aims to reduce human trafficking in Asia through activities that foster cross-border coordination and consolidated action by governments, civil society and business; develop opportunities for private sector leadership; and improve understanding of the nature and patterns of human trafficking, especially in the agriculture, fishing, domestic work and construction sectors. USAID Asia CTIP is being implemented by Winrock and its implementing partners NEXUS Institute, Liberty Shared and Resonance and in cooperation with USAID funded and Winrock implemented CTIP projects including the Hamro Samman project in Nepal.

Within the framework of the USAID Asia CTIP, NEXUS Institute will **generate evidence** and **identifying evidence-based practices (EBPs)** about the identification of trafficking victims. Victim identification is commonly agreed to be the key starting point for victim protection measures. And yet, in practice, victims are not always formally identified and referred for assistance and access to justice. Further, identification processes do not always benefit the individual trafficking victim and may even lead to discrimination and an increase in other risks. This leaves practitioners with the critical challenge of how to increase safe and voluntary victim identification in ways that ensure access to services and the protection of victims' rights in different situations and contexts.

In response to this gap, NEXUS Institute will conduct research on victim identification to **generate evidence** and **identifying evidence-based practices (EBPs)** about the identification of trafficking victims, based on the knowledge and experiences of trafficked persons and anti-trafficking practitioners across various legal, social, economic and political contexts. The research will analyze cases of successful and unsuccessful identification and referral (at origin and destination, for different forms of TIP, for different profiles of victims, under different legal frameworks and considering differences over time) to assess existing identification and referral procedures. This will involve conducting interviews with victims of trafficking (VoTs), to ensure that the voices of victims are at the center of the research, as well as with anti-trafficking professionals, to draw on their professional knowledge and practical experience. The research will be implemented in Nepal as well as other countries in South and Southeast Asia.

Objectives

- To generate frontline evidence and EBPs on victim identification from the experiences of trafficking victims and practitioners to inform practice in South Asia and Southeast Asia
- To provide analysis that is contextualized according to different legal and socio-economic contexts as well as in relation to different victim profiles/experiences
- To identify gaps in victim identification and referral, and offer recommendations for

addressing these gaps

Grant Overview

Winrock International, working together with NEXUS Institute, is seeking researchers or a research team to conduct field research in Nepal as part of the above-mentioned regional research project on trafficking victim's experiences of identification and referral. This will involve working together with NEXUS Institute in conducting data collection, transcription, data cleaning and validation as well as preliminary data analysis. Most importantly, the researchers or research team, under the guidance and supervision of NEXUS Institute, will conduct victim centered, trauma informed interviews with trafficking victims about their experience of identification, referral and assistance including in cases when this did not take place.

Additionally, through the grant NEXUS Institute will work to build the capacity of researchers or research teams to conduct methodologically and ethically robust research on human trafficking, including in interacting with trafficking victims. The researchers or research team will receive training, mentoring and technical oversight from NEXUS Institute to undertake the research.

Expected Outputs and Outcomes

The research project outputs will be a working paper on gaps, barriers and opportunities in victim identification [SEP] in South Asia and Southeast Asia as well as recommendations to enhance victim identification at origin and destination. The researchers or research team will contribute to these outputs vis a vis the Nepal data and under the guidance of NEXUS Institute.

The research report and recommendations will be shared with a wide range of stakeholders and, as such, will contribute to strengthen CTIP advocacy efforts and promote systemic changes for more effective CTIP interventions with development of appropriate policies and programs. The research results and recommendations will also contribute towards Hamro Samman Project's learning agenda, drive evidence-based design and delivery of CTIP interventions, and help expand the evidence base on what works and what doesn't in countering human trafficking, improving service delivery to TIP survivors and at risk, and increasing prosecution of TIP cases in Nepal.

SECTION 2: GRANT INFORMATION

2.1 ANTICIPATED NUMBER OF GRANTS TO BE ISSUED

The Hamro Samman Project expects to award 1 grant under this RFA but reserves the right to award fewer or none based on the quality of applications received and availability of funding.

2.2 ESTIMATED AMOUNT OF GRANTS

The total grant pool amount awarded to the winner will be determined based on the scope of the finalized research methodology for Nepal. The final amount awarded will depend on award activities, level of effort required and final negotiations.

2.3 ANTICIPATED START DATE AND DURATION OF GRANTS

The anticipated period of performance is expected to begin from November 15, 2019. The end date will vary depending on the negotiated award activities.

2.4 TYPE OF GRANTS TO BE ISSUED

Winrock will determine the appropriate grant mechanism, in consultation with the applicant during the negotiation process, based on the pre-award assessment of the applicant, the nature of the award activity, and estimated total cost of the award.

SECTION 3: ELIGIBILITY INFORMATION

3.1 ELIGIBLE APPLICANTS

This solicitation is open to all individuals, organizations including private businesses and non-profit and for-profit non-US organizations, and academic institutions based in Nepal. To be minimally eligible for funding, applicants must comply with the following conditions:

- Be legally registered (if you are an organization or business) or otherwise authorized to conduct business in Nepal (compliance with tax laws if you are an individual consultant or group of consultants).
- Agree to be subject to a pre-award assessment to examine that the applicant has sound management in the form of financial, administrative, and technical policies and procedures.
- Be able to demonstrate successful past performance in implementation of similar interventions.
- Provide a documentable, measurable minimum cost-share requirement, if applicable.
- Provide a Data Universal Numbering System (DUNS) number at the time of award. If the applicant already has a DUNS number, it should be included in their application. Otherwise, applicants will be expected to get a DUNS number before an award is issued. DUNS numbers can be obtained online at <https://www.dnb.com/duns-number/get-a-duns.html>

SECTION 4: INSTRUCTION TO APPLICANTS AND SUBMISSION INFORMATION

4.1. PRE-APPLICATION CONFERENCE

A pre-application conference will not be held.

4.2. TECHNICAL APPLICATION

Applicants will develop their applications based on their understanding of the program's needs, and their determination of the approaches that would be feasible and successful. In all cases, applicants shall clearly explain the rationale for the proposed approaches chosen.

Submissions must clearly state the objectives and the expected results of the activity within the life of the funding period and define an implementation plan with a proposed time frame and budget. On-going monitoring and reporting of the funded activities will be the responsibility of the applicant.

If short-listed, applicants will be contacted to submit a detailed proposal including complete technical proposal supported by a complete budget application and budget supporting documents.

4.3. COST APPLICATION

The applicant is required to provide detailed information about the proposed daily rate for each research and a justification for the rate requested. A detailed proposal and budget will be requested from short-listed applicants at a later date.

4.4. COST-SHARE

Cost-share is not encouraged.

4.5. SUBMISSION GUIDELINES

All communications regarding this RFA should be submitted via email to **Lhakpa Lama, Grants and Contracts Coordinator**, at Hamro.Samman@winrock.org.

The Application should be completed in English language and the page limit should be strictly adhered to.

The application must be submitted electronically via email to Hamro.Samman@winrock.org and should reference "**Regional Research on Identification of Trafficking Victims: RFA 6817-19-G-10**". Hamro Samman will not accept hard copies. Applications must be submitted no later than the time and date indicated on the cover page.

Incomplete or late applications will be marked as such and will be ineligible for review or award; however, Winrock reserves the right to accept and include incomplete or late applications in the review and award process when it is considered within the best interest of Winrock to do so. Applications that are submitted late or incomplete run the risk of **not** being considered for review.

Applications may be withdrawn by written notice via email received at any time before an award is made. Applications may be withdrawn in person by an organization or its authorized representative if the representative's identity is made known and the representative signs a receipt for the application before award is made.

A complete submission, at a minimum, will include the following:

- A copy of the applicant's valid Company Registration Certificate and PAN Card (if applicable)

- A Letter of Interest address each of the Merit Review Criteria below (no longer than 5 single spaced pages excluding attachments/ annexes)
- CVs for proposed researchers (no longer than 3 pages each)
- Proposed daily rate for each researcher with justification for the rate

Receipt time for electronic submissions is when the application is received by Winrock's Internet Server. Please do not send files in ZIP format.

SECTION 5: APPLICATION EVALUATION AND REVIEW PROCESS

5.1. MERIT REVIEW

The criteria presented below have been tailored to the requirements of this RFA. A total of 100 points are possible for all components of the application. The relative importance of each criterion is indicated by approximate weight by points.

Merit Review Criteria	Points
Reason/Motivation for Applying for the Grant	20
Cost Effectiveness <ul style="list-style-type: none"> Proposed daily rate for each researcher with justification for rate requested 	10
Past Performance <ul style="list-style-type: none"> Past experience in conducting research on similar topics in Nepal with examples of or links to these studies; Description of experience in conducting research with vulnerable populations including trafficking victims; Experience in ethics review procedures and data protection/privacy; 	35
Key Personnel Qualifications and Experience <ul style="list-style-type: none"> CVs for the researcher or researchers to be engaged in the research project, maximum of 3 pages per researcher. 	35
Overall Rating (out of 100 points)	100

5.2. REVIEW PROCESS

Grant applications will be reviewed and evaluated by an evaluation panel using the merit review criteria indicated above.

It is anticipated that awards will be made by **November 15, 2019**, as stated on the cover page of this RFA. Final negotiations and award will be managed by Winrock.

SECTION 6: OTHER TERMS AND CONDITIONS

6.1. DISCLAIMERS

- The issuance of this solicitation does not commit Winrock to make an award to any prospective grantee responding to this solicitation. Prospective grantees will not be reimbursed for costs incurred in the preparation and submission of an application. Winrock reserves the right to reject any and all applications, or to make an award without further discussion or negotiation.
- All awards will be negotiated, denominated and funded in Nepalese Rupees. All costs funded under the grant must be allowable, allocable and reasonable.

6.2. CONFLICT OF INTEREST

Applicants must provide disclosure of any past, present or future relationships with any parties associated with the issuance, review or management of this RFA and anticipated grant. Failure to provide full and open disclosure may result in Winrock having to re-evaluate selection of a potential applicant.

6.3. OTHER CONDITIONS

- Applicants must agree and be willing to sign and submit required certifications before a grant is issued.
- For those selected for a grant award, Winrock will conduct a pre-award risk assessment.
- Issuance of grant agreements will be subject to applicable prior written approval by Winrock funder, as needed.
- Applicants may only submit one application per prime organization under this RFA.
- Individuals are not eligible to receive funding under this solicitation.
- Applications must remain valid for at least 180 days.
- Application forms should be signed by an authorized agent of the applicant's organization.
- Applicants that submit applications that meet or exceed the evaluation criteria will be notified of next steps in the application process.

Additionally, the following items cannot be purchased under the potential resultant grants:

- Any purchases or activities deemed unnecessary to accomplish grant purposes as determined by Winrock, including any grantee headquarters expenses that are not directly linked to the implementation of the proposed activities
- Private ceremonies, parties, celebrations or "representation" expenses
- Previous obligations and/or bad debts
- Expenses related to overtly religious purposes
- Expenses intended to influence the outcome of elections or other political processes
- Fines and/or penalties
- Creation of endowments
- Alcoholic beverages
- Real property (land, including land improvements, and structures thereto)

The following items are also ineligible or restricted under USAID-funded grants:

- Prohibited goods under USAID eligibility rules, including: military equipment, surveillance equipment, commodities and services for support of police or other law enforcement activities, abortion equipment and services, luxury goods, and gambling equipment, and weather modification equipment
- Restricted goods under USAID eligibility rules, such as agricultural commodities, motor vehicles, including motorcycles, pharmaceuticals, pesticides, used equipment, contraceptive products, USG-owned excess property or fertilizer
- Goods and services whose source and nationality are other than Geographic Code 937.
- Construction or infrastructure activities of any kind.

SECTION 7: ANNEXES

- Not applicable