<table>
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<tr>
<th>Project Name:</th>
<th>Safe Migration in Central Asia</th>
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</thead>
<tbody>
<tr>
<td>Request for Application (RFA) No:</td>
<td>04</td>
</tr>
<tr>
<td>Date RFA Issued:</td>
<td>June 29, 2020</td>
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<tr>
<td>Due Date and Time for Questions:</td>
<td>July 13, 2020</td>
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<tr>
<td>Due Date and Time for Response to Questions:</td>
<td>July 17, 2020</td>
</tr>
<tr>
<td>RFA Closing Date and Time:</td>
<td>July 29, 2020</td>
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<tr>
<td>Estimated Award Date:</td>
<td>September 29, 2020</td>
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</tbody>
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SECTION 1: PROGRAM DESCRIPTION

1.1 PURPOSE AND BACKGROUND

The Safe Migration in Central Asia (SMICA) is a five-year project implemented by Winrock International in Kazakhstan, the Kyrgyz Republic, Tajikistan, Turkmenistan and Uzbekistan. SMICA uses evidence-based practices and cross-border connections to strengthen the mutual accountability and effectiveness of governments, NGOs, and the private sector to prevent trafficking-in-persons (TIP), protect survivors, and promote safe migration. Building on previous USAID programs in the region, SMICA raises awareness and promotes behavior changes among migrants to safeguard their rights, while connecting them to support and services and highlighting their contributions to host communities. The project also promotes policy reform and government capacity strengthening to assist at-risk groups and trafficking survivors.

The three main objectives of SMICA include:

1. Strengthened bilateral and multi-country actions to promote rights-based migration and counter trafficking in persons
2. Reduced vulnerability of at-risk populations to all forms of trafficking-in-persons
3. Expanded and improved identification and assistance to trafficked persons

SMICA’s approach to combating TIP is through empowering survivors, working with local groups, community leaders, and governments to improve data and policies, influencing social norms that increase trafficking risks, and establishing systems and services that protect at-risk groups. The project will also focus on cross-cutting themes that ensure sustainability through collaborative implementation with government, civil society, and the private sector and their ownership of activities, focus on promoting gender equality and engaging youth. Our approach will adapt to changing environments and evolving priorities, leverage other programs to achieve the greatest impact, and use robust monitoring, evaluation, and learning processes and tools to continuously gauge progress and results.

In September 2019, the Kyrgyz Republic adopted a National Referral Mechanism (NRM), becoming the first to do so in Central Asia. The NRM evidences government commitment to addressing TIP and provides an excellent opportunity for the project to engage with the government, private sector, and civil society organizations (CSOs) to build a coordinated and effective system of victim identification and their referral for quality assistance.

Labor remittances from abroad to the Kyrgyz Republic are some of the highest in the world and constitute a significant portion of the country’s GDP. While remittances are
beneficial to families and the local economy, the push factors that lead to migration, including unemployment and poverty, lead to increased vulnerability to forced labor and sexual exploitation for Kyrgyz citizens. SMICA activities will help develop safe channels of migration, ethical recruitment practices, and ensure vulnerable persons and victims are aware of and can exercise their rights.

Winrock International has 25 years of global experience implementing counter-trafficking-in-persons, child labor, women’s empowerment and civic engagement programs. Since 1992, Winrock’s programs in Central Asia promoted agricultural development, improved natural resource management, and addressed issues of gender-based violence and human trafficking. Winrock’s approach to CTIP empowers survivors; works with local groups, community leaders, governments and the private sector to improve data and policies, combat social norms that increase trafficking risks, and establish systems and services that protect at-risk groups and assist survivors.

1.2 GRANT OBJECTIVE AND SCOPE OF WORK

Under this RFA, the SMICA project in Kyrgyz Republic project is seeking interested applicants who can support one or more of the objectives outline below.

Objective 1

Conduct awareness raising for at-risk population on safe migration and TIP with a focus on youth to promote activism and behavior change that will reduce the number of youths exposed to illegal labor migration and TIP.

Proposed activities for Objective 1

1. Conduct awareness raising activities on safe migration and CTIP for at-risk groups (youth, women, children of migrants, citizens in rural areas) using modern and innovative information technology including social media, blogging, and competitions designed to strengthen the awareness of young people about migration and TIP related issues and change behaviors that could lead to exploitation.

2. Develop engaging, active, and learner-centered activities to help youth to protect themselves from unsafe migration and trafficking in persons, focusing on increased knowledge as well as behavior changes. Participants may include...
youth from rural regions and those from labor migrant families residing in the northern and southern regions.

**Expected results for Objective 1**

- At-risk populations are better informed about safe migration channels and dangers of TIP.
- Based on increased knowledge, at-risk populations change their behaviors to protect themselves from the dangers of unsafe migration and TIP.

**Objective 2**

Promote better and more effective communication between migrants (including migrants abroad, returned migrants due to the COVID-19, potential migrants) and government migration agencies, private employment agencies, and civil society organizations.

**Proposed activities for Objective 2**

1. Identify the best practices in effective communication of migrants with their respective governments with a focus on using new technology.
2. Improve the exchange of information between migrants and the State Migration Service (SMS) and/or the Information-Consultation Center by updating information and resources on their websites, supporting the hotline services, and providing data/tools/resources for the newly developed SMS resource portal.
3. Support both governmental and non-governmental actors involved in migration issues through capacity-building training and activities on TIP and CTIP.

**Expected results for Objective 2**

- Migrants have better and effective communication with both governmental and non-governmental agencies to find relevant information and tools that promote safe migration and protect against TIP.
- Improved capacity of governmental and non-governmental agencies to support migrants with increased information and protection of rights.
Objective 3
Provide direct assistance to victims of TIP and/or migrants (including migrants abroad and those returned due to COVID-19) by providing services such as legal, social, medical, employment referral, or psychological assistance.

Proposed activities for Objective 3

1. Identify victims of TIP and/or vulnerable migrants during and after the pandemic COVID-19.
2. Provide direct legal/social/medical/psychological assistance to victims of TIP and/or vulnerable migrants abroad or returned migrants.
3. Raise awareness of victims of TIP and/or vulnerable migrants about TIP, CTIP, safe migration, newly adopted regulations, etc. in destination countries during post-COVID-19.
4. Provide migrants with information about safe employment opportunities and/or facilitate referrals.
5. Provide other types of assistance based on needs of migrants such as life skills, financial literacy, entrepreneurial skills, or others.

Expected results for Objective 3

- Improved identification of TIP victims and/or vulnerable migrants.
- Increased referrals of at-risk populations to appropriate services.

SECTION 2: AWARD INFORMATION

2.1 ESTIMATED AMOUNT OF AWARD
The total amount awarded will depend on the activities proposed, number of districts covered, time frame proposed and estimated actual cost of implementation of the grant. Applicants are encouraged to propose realistic budgets based on actual costs of salaries, fringe and/or benefit structure, travel, procurement, and other operating expenses. A budget template is included as Annex B to be used for this purpose. The final amount awarded per objective will depend on agreed partner activities but will not exceed $50,000 USD.
2.2 ANTICIPATED START DATE AND DURATION OF GRANTS
Contingent on USAID approval, the anticipated period of performance for subgrants is up to 24 months. The performance phase of subgrants may be less than 24 months but should not exceed it.

2.3 TYPE OF AWARDS TO BE ISSUED
Winrock will determine the appropriate award mechanism, in consultation with the applicant during the negotiation process. The type of award will be based on the pre-award assessment of the applicant, 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 organizations including non-profit and for-profit non-US organizations. To be minimally eligible for funding, applicants must comply with the following conditions:

- Be legally registered or otherwise authorized to operate in the applicant’s country or countries of operation.
- Agree to be subject to a pre-award capacity assessment carried out by Winrock staff to determine 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 TIP program development, implementation, and monitoring and evaluation-preferably at sub-national level. Past performance should be in at least one of the following areas: raising awareness; promoting gender equity; building the capacity of government or local stakeholders, including training on program design, implementation, monitoring and evaluation.
- Demonstrate capacity and be willing to enter a contractual arrangement with Winrock International to work together towards fulfilling the objectives of the SMICA project.
SECTION 4: INSTRUCTION TO APPLICANTS AND SUBMISSION INFORMATION

4.1 TECHNICAL APPLICATION

Applicants will develop their applications based on their understanding of the project’s needs, their prior institutional experience, and their proposed technical approach which should be realistic and demonstrate ability to achieve impact. In all cases, applicants shall clearly explain the rationale for the proposed activities.

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. An Application Form template is provided as an attachment to this RFA.

4.2 COST APPLICATION

Cost applications shall be submitted separately from the technical application. Applicants shall submit a summary and detailed budget in Microsoft Excel with budget notes identifying how the applicant would allocate any funds received during the term of the potential agreement or contract. The budget narrative should explain and justify the need for the costs proposed in the budget. The narrative should help the reviewer understand why an item of cost is necessary and how it will be used to support the activity for which it will be incurred. The budget narrative should demonstrate the relationship between the proposed activities and the budget. Just as the technical application should reflect the applicant’s understanding of the objectives and the proposed approach to achieve those objectives, the budget and the accompanying narrative should be realistic and show a similar understanding of the financial requirements of the proposed activities.

4.3 SUBMISSION GUIDELINES

All questions and other communications regarding this RFA should be submitted in writing to SMICAGrants@winrock.org. Written responses to questions will be made available to all applicants.

Applications must be submitted in English, Kyrgyz or Russian using Times New Roman, font size 11, single-spaced. Applications (including a technical description, estimated budget and supporting documentation) must be submitted electronically only via email to SMICAGrants@winrock.org and should reference (RFA 01_Kyrgyzstan). The applicants will receive confirmation upon successful submission of application.
Applications must be submitted no later than the time and date indicated on the cover page. Receipt time for electronic submissions is when the application is received by Winrock’s Internet Server. Hand delivery and hardcopy paper submissions of the application will not be accepted. Please do not send files in ZIP format.

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

- A copy of the applicant’s valid legal registration
- A completed and signed technical application (attached)
- CVs for project personnel
- A completed and signed budget application (attached)

Applicants may provide any budget supporting documents to prove the cost and price reasonableness and support the application.

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.

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.

In evaluating the applications, Winrock will examine overall merit and feasibility, as well as specific criteria relevant to each component as elaborated below. Up to 5 awards will be made to the overall highest scores to the responsible applicant(s). Applicants should note that these criteria: (1) serve as the standard against which all applications will be evaluated, and (2) serve to identify the significant matters which applicants should address in their applications.
Merit Review Criteria | Points
--- | ---
1. **Technical Approach**
   Approach incorporates multiple strategic methodologies (citizen engagement, use of media, interaction with government, policy change, etc.). Objectives are specific, measurable, achievable, realistic, and timebound (i.e. SMART). Proposed activities are reasonable, meet stated objectives, and sustainable. | 50
2. **Organizational Capacity**
   Organizational policies (procurement manual, financial policy, HR policy, audit reports etc), and staff capacity. | 35
3. **Budgeting**
   Budget is complete and clear, has sufficient details, and corresponds to project activities, amounts are reasonable and appropriate, budget notes clearly justify the needs for costs. | 15

**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. Cost applications will not be scored but will be reviewed and evaluated for reasonableness and effectiveness based on the scope of activities being proposed.

It is anticipated that awards will be made within 8-10 weeks after the submission deadline, as stated on the cover page of this RFA. Final negotiations and award will be managed by Winrock.

All grants are subject to USAID approval.
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 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
• Expenses related to individual and/or group study tours/travels abroad
• 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 and 110.
• Construction or infrastructure activities of any kind.

SECTION 7: ANNEXES
• Annex A – Application Form
• Annex B – Detail Budget Template