REQUEST FOR PROPOSALS

PROACT: Community-based interventions to address polarisation, radicalisation and extremism in Isiolo, Kenya

Date of issue:	**22nd April 2020**
Closing date:	**22nd May 2020**
Closing time:	**12 midnight UK GMT**

A. Key Information:

Expected start and end dates: May 2020 to August 2022

Geographic locations: Isiolo County, Kenya.

Total budget available: Maximum of US $170,000 for entire project duration

Please note that this is RFP has been re-advertised exclusively for a partner in Isiolo County only. Partners in Kwale and Nakuru have been selected. Unsuccessful applicants may apply again but are encouraged to demonstrate their existing relevant programming and on the ground presence in Isiolo County.

ISD reserves the right to select a partner before the closing date and encourages potential partners to submit their proposals in a timely fashion.

ISD is also aware of the current global COVID-19 situation that has affected Kenya as well. As such, the COVID-19 situation may affect the design of the sub award, including the start date. ISD will monitor the evolving situation that has inhibited face-to-face engagements and will work with the successful applicant to adapt the sub award to the current situation.. In the application template, the applicants should demonstrate how the COVID-19 situation may affect the peace and security situation in Isiolo, in addition to the health burden, and how some of the activities may be adapted (including the use of online engagements) for the duration of the pandemic that has necessitated national curfew and partial lockdown in the most affected counties.

B. About the Institute for Strategic Dialogue

Founded in 2006, the Institute for Strategic Dialogue (ISD) is a leading global 'think and do' tank dedicated to understanding and innovating real-world responses to the rising tide of polarisation, hate and extremism of all forms. We combine anthropological research, expertise in international extremist movements and an advanced digital analysis capability that tracks hate, disinformation and extremism online, with policy advisory support and training to governments and cities around the world. We also work to empower youth and community influencers internationally through our pioneering education, technology and communications programmes.

Innovating, trialling and scaling data-driven solutions across our unique networks of community influencers, city and government officials and tech sector partnerships, we work to mount a soft power strategy, proportional in influence and impact to the ever-more sophisticated, cross-border polarisation and recruitment machineries of state and non-state actors promulgating hate, division and conflict.

C. ISD in Kenya

For the past four years, ISD has been engaged in supporting Kenyan national and municipal-level stakeholders, civil society partners, blue chip technology companies, and young people on understanding and responding to the challenges of hate, polarisation, and extremism.

Key to ISD's Kenyan programming are the national, local, and civil society partnerships and insights that allow our research, policy, and programming teams to design, develop and deliver a range of interventions to address how hate, polarisation and extremism leads to conflict. ISD has led nationwide strategic communications programmes, supported by innovative digital research, while delivering audience behavioural insights, and developed partnership networks with county governments, civil society and community influencers in key cities.

These programming initiatives are central to assisting Kenyan stakeholders to deliver human rights-based approaches to the challenges of polarisation, radicalisation, and extremism. To that end, ISD was recently awarded a multi-year grant to leverage its organizational insights as well as partnerships within local, national, civil society and private sector circles in order to address polarisation, radicalisation and extremism in key communities across Kenya.

Building on ISD's Strong Cities Network (SCN) — the first ever global network of mayors, governors and local practitioners united in addressing polarisation, hate and violence in communities across the world — in Kenya, ISD will be designing, developing and delivering a human rights-compliant framework for community-based interventions of vulnerabilities. Central to this objective will be targeted research initiatives that will require the capabilities to conduct both local and national research functions, and methodologies, that simultaneously capacity build, and engage ISD partners throughout the programme lifecycle.

D. PROACT Programme Scope of Work

ISD seeks to increase community resilience to violence in Isiolo, Nakuru and Kwale Counties, with the long-term vision to support highly vulnerable communities in Kenya through a coordination mechanism that is ethical, effective and sustainable. To achieve this, PROACT envisions a series of activities, which will improve the capacity of existing county-level violence prevention structures and enhance the coordination of efforts across county-level actors. This will be undertaken through enhancing support for and awareness of a human rights-framework for community-based interventions, increased cooperation and trust amongst actors, strengthened capacity and knowledge of community team actors, and improving sustainability mechanisms.

More broadly, PROACT is seeking to effectively and sustainably address the issues of polarisation, radicalisation, and extremism amongst highly vulnerable populations in Kenya and improve the capabilities of existing local P/CVE structures and actors in three target counties across Kenya. Central to this is coordinating existing actors at the county level in order to strengthen or build multi-sectorial approaches to community-based interventions.

ISD is therefore seeking an implementing partner who can play a lead role in engaging violence prevention actors, including civil society, county governments, and national government including security services and criminal justice system actors. It is anticipated that successful bidder will already play a key role in the County Engagement Forum (CEF) and be able to convene large groups of stakeholders, including national authorities such as the National Counter Terrorism Centre (NCTC) as well as reach grassroots, including in the interiors of the county.

Objectives

The PROACT programme has the following objectives, all of which are aimed at strengthening the capacity of local actors to effectively respond to vulnerabilities which can lead to radicalisation.

1. Develop a sustainable, community-driven strategy to support local stakeholders to address the psychosocial issues in vulnerable individuals within the local context;

2. Recruit and build a diverse range of local stakeholders and service providers to form a multidisciplinary team which are well placed to conduct community interventions;

3. Build awareness and increase trust between relevant community stakeholders (including law enforcement) and national and local governments.

To strengthen the programme's overall impact and sustainability, PROACT is underpinned by a research, monitoring and evaluation component, which will be independently contracted. The lead organisation for research, monitoring and evaluation will work with ISD and all implementing partners throughout the lifetime of the programme.

E. Programme Phases and Deliverables

PROACT is divided into distinct phases, each with a series of key activities and deliverables that applicants will be expected to implement over the course of the programme. These are set out in the table below.

PROGRAMME PHASE	KEY ACTIVITIES / DELIVERABLES
Research Phase *June – July 2020*	• During the research phase, the implementing partner will support the research process by actively participating in the programme's community-led research organised by ISD (e.g. in research trainings and workshops, provide recommendations for selecting enumerators, identifying respondents in the county) • Support the rolling out of the programme M&E framework

	with the County Engagement Forum (CEF) and other project stakeholders
Design Phase *July – November 2020*	• Conduct an audit of the CAP in the county. • Develop a project design document for the county, intended to go beyond existing CAP, including (a) stakeholder engagement; (b) coordination mechanisms; (c) identifying beneficiaries for community-based interventions; (d) awareness strategies for community-based interventions teams; and (e) strategies for improving relations between county government, practitioners and community at large. • Produce county systematised and anonymous conflict-sensitive reporting • Contribute to training materials developed by ISD

Capacity Building Phase
December 2020 – June 2021
	• Contribute to the development of two phases of capacity building to be co-designed with ISD
	  ○ Phase 1: ToT Model: Organise a 3-day advanced capacity building workshop in the county for 30 participants. ISD will provide regional experts and facilitators. Deliver a minimum of an additional three 2-day workshops in the county to select CVE actors
	  ○ Phase 2: Disseminate 4 training modules through a train the trainer method aiming to reach as many CVE actors across the county, such as via the CEF

Deployment phase *July 2021 – June 2022*	• Provide technical support and coordination of Innovation Grants to be issued by ISD to community groups and other stakeholders in the county • Coordinate regular meetings between innovation grant recipients, community team members, CEF and others
Cross-cutting deliverables *Ongoing to June 2022*	• Host a full-time project coordinator (jointly appointed by ISD) to act as PROACT focal point within the county. • Where feasible, the coordinator will attend County Engagement Forum meetings • Provide support to the CEF and / or other county level structures through sustainable activities and engagement • Organise one 2-day inter-county exchange/learning with a minimum of 10 visiting counties and 40 people for

Further information is provided below on the expected activities and deliverables for each phase.

Cross Cutting Deliverables: June 2020 – September 2022

Throughout the life cycle of the project the implementing organisation will act as a coordinating body on the ground, the interface between ISD and the local communities, county government and grassroots organisations. The successful bidder will seek to engage all stakeholders within the violence prevention space and ultimately contribute to strengthening or building multi-sectorial local level structures, which can respond to vulnerabilities which lead to radicalisation. Specific deliverables to be included in the proposal are the following, however applicants are encouraged to expand and add more:

- **Host a dedicated full-time project coordinator who will be the focal point for all PROACT activities within the county.** In addition to overseeing the successful delivery of all activities within the implementing organisation's remit, the project coordinator will regularly liaise with the county government, the criminal justice system actors, NCTC, other relevant national government agencies and civil society on matters of P/CVE and violence prevention. Where feasible and acceptable, the coordinator will attend County Engagement Forum meetings and endeavour to take part in other county level structures which overlap in the violence prevention space such as peace committees. The coordinator will be recruited through a competitive process following the award of the grant, however organisations may submit CVs of existing staff for this position if they are suitably qualified.

- **Support to the CEF or other county level structures.** Applicants are encouraged to be innovative when describing how they will support and strengthen existing structures. Applications should go beyond the organisation of meetings and demonstrate how they will create sustainable action and engagement beyond what currently exists. The CAP provide a baseline framework of how to engage, ISD is interested in applications which demonstrate how to operationalize the CAP and engage actors not already engaged, especially the youth**.** The successful applicant will also drive forward the M&E framework co-developed during the research phase with ISD and a reputable research organisation. The applicant should seek to use CEF or sub-county CEF meetings as a way to mainstream other PROACT activities.

- **Organisation of one 2-day inter-county exchange with a minimum of 10 visiting counties and 40 participants**. ISD through PROACT will encourage and promote cross county peer to peer learning and engagements. Through the lifecycle of the project there will be three inter-county exchanges, one in each county (Kwale and Nakuru being the other PROACT counties of coverage). In close coordination with ISD, the successful bidder will be responsible for all logistical aspects of the exchange and will co-design the content alongside ISD.

Research Phase: June – July 2020

The successful bidder will participate in the activities organised by ISD and the sub-contracted research organisation to assist with the community-led research. Specifically, the

grantee will participate in the research trainings and workshops (but not organise) and also provide recommendations for selecting individuals to be trained up as enumerators and also whom to select for participants in focal groups and interviews. As mentioned above, the grantee will also be responsible for driving forward the M&E framework with the CEF and other project stakeholders. The proposal is not required to detail activities during the research phase as they will be organised by ISD, <u>however they should provide details on how they would contribute and ensure the right people are trained and engaged from the specific county</u>.

Design Phase: July – November 2020

ISD and the local partner will undertake an audit of the CAP and other violence prevention structures and legislation in each county to understand gaps in implementation. The audit will also undertake a stakeholder analysis to identify actors within the CEFs who are best placed to be skilled up in order to conduct interventions, or to understand what additional actors should be included in local violence prevention efforts who have not been previously included. Finally, this period will also see the delivery of a project design document for the county to guide the rest of the project.

- **Proposals should detail how exactly they would carry out an audit of the CAP in the county and who would be required to be engaged**. The Audit should go beyond simply looking at what has and has not been done, but should analyze the gaps in detail and also understand the priorities moving forward. ISD envisions the successful bidder would have a kick start workshop (offline or online depending on the COVID-19 situation at the time of the audit) in collaboration with ISD before rolling out the rest of the audit across the different stakeholders.

- **The development of a project design document for the county, intended to go beyond the existing CAP** and which looks at: (a) identifying and engaging stakeholders and fora (not previously engaged under existing CVE structures e.g. development or devolution committees); (b) improving existing CVE coordination mechanisms; (c) identifying beneficiaries for community-based interventions (e.g. specific schools, youth centers, wards, health facilities etc.); (d) awareness strategies on the work of the community-based interventions teams; (e) strategies for improving relations between practitioners, county government, and the community at large.

- The project design document will provide the foundation for community stakeholders within CEF networks to develop a shared understanding of their goals and information flows, both of which will be agreed and strictly adhered to. The latter will provide the basis for a **systematized and anonymous conflict-sensitive platform for reporting.**

Finally, the successful organisation(s) will be expected to feed into the training materials that ISD will be developing in order to ensure they are context specific and relevant to local stakeholders.

Capacity Building Phase: December 2020 – June 2021

Over the course of six months, two phases of capacity building trainings will be delivered. ISD will lead on the development of content with inputs form the local implementing organisation, however the successful bidder will be responsible for the following activities. Please note that costs associated with consultants or ISD staff will be covered by ISD and proposals should seek to budget for participants and venue costs only.

- **Four technical "train the trainer" trainings:** ISD will work with internationally renowned experts and local partners to develop a series of trainings which reflect the needs identified during the research and project design phase. This targeted set of trainings to key stakeholders will support the development of key components of a community coordination mechanism to address vulnerabilities. ISD will deliver one intensive workshop per county with key stakeholders and the implementing organization will then carry out a further 3 workshops. Applicants are expected to organize and budget for one 3-day training and an additional three 2-day trainings. Trainings should include 30 participants minimum.

- **Four training modules:** ISD, in partnership with internationally renowned experts and local partners will also develop a series of four training modules which reflect the needs identified during the research and project design phase and present a simplified version of the technical ToT trainings. The successful bidder will then disseminate the training modules. Applicants are encouraged to be innovative when designing dissemination to go beyond typical courses in order to be engaging and ensure the modules reach as many P/CVE actors as possible. For example, disseminating via the CEFs or sub-county CEFs.

Deployment Phase: July 2021 – June 2022

The final phase of the project will see a minimum of 5 local innovation grants being awarded in the county. The successful bidder will be responsible for disseminating the information and may contribute to ISD's evaluation and review panel. While ISD will remain responsible for the management of local innovation grantees, the successful bidder will coordinate regular meetings between small grants recipients, community team members, CEF and others as required. ISD may also ask the successful bidder to attend some of their events to ensure quality control and chase reports if they are late.

F. Key information for bidders

Eligibility

- Legally registered organisation or consortia of registered organisations with the ability to conduct work in Isiolo, Kenya and demonstrated experience working in the Isiolo
- Physical presence (office) and/or existing work within Isiolo

- For-profit organisations are eligible to apply, but are restricted to the same indirect cost limits as non-profit organisations and may not charge a fee
- All applicants will be subject to ISD's due diligence checks and will be required to demonstrate evidence of robust policies for fraud prevention, anti-corruption and safeguarding
- Bidder must have experience working with US Government funding (desirable)
- Working experience with national authorities such as National Counter Terrorism Centre (NCTC), County Commissioners and security services
- Experience of developing partnerships with government stakeholders and civil society organisations
- Active engagement in county level violence prevention structures required, membership in CEF desirable
- Strong project management skills, as evidenced by the successful delivery of projects and grants
- Strong training, facilitation and train-the-trainer expertise

Selection criteria

Bids will be evaluated and scored by a panel of ISD's senior programme and operations staff, in line with the below selection criteria and weighting.

Clarity & Relevance (25%)
Proposals need to:
- Have clear and concrete project activities and objectives, communicated simply
- Achieve the objectives of the PROACT Project
- Be realistic and achievable, considering the budget and timeframe
- Have a sustainability goal (i.e. folded into existing structures or programmes)
- Demonstrate understanding of the context and problem to be addressed

Innovation (10%)
CVE projects often use the same few activities to try to achieve the same objectives, with mixed results. Projects that think innovatively about different approaches will receive 'bonus' points from the innovation category.

Sustainability (10%)
The proposal must detail the legacy of the project after the close of the grant period. Activities must promote local ownership and institutional sustainability.

Scale & Beneficiaries (10%)
The scale and quality of impacts will influence project marking. Projects should seek to achieve the widest and/or most meaningful impact possible within the realistic boundaries of the project. They should also seek to measure that impact in a relevant and credible manner.

Ethics/Risks (5%)
Applicants should demonstrate that they take ethics and security risks seriously, and consider the risks of projects professionally and proportionately.

Feasibility (10%)

The team should have a well-developed, realistic plan to execute on the proposal, including a simple but comprehensive logic framework that includes outcomes, outputs and measurement indicators. Moreover, the team should have the right expertise and skills to execute on the proposal or have identified the right partners and domain experts needed for implementation.

Budget (20%)

Realistic and responsible budgets are an important part of our assessment of grants. Where existing investment can be unlocked or additional funding or in-kind support can be acquired to support project activities, this should be highlighted.

Organisational Capacity (10%)

In assessing applications, we will consider the 'added value' offer of the organisation/organisations involved in the project, especially where it develops networks and capacities or valuable collaborations. Grantees are expected to work with other stakeholders, in particular the county government or national government representatives in the county.

Number of Potential Awards

ISD may award a minimum of one award under this grant scheme. A maximum of $200,000 USD will be awarded for the duration of the project.

RFP Timelines

22nd April 2020	Request for proposals published
1st May 2020	Deadline for registering interest and any queries on the RFP, to be submitted to tenders@isdglobal.org Only organisations that have registered interest can submit full applications.
7th May 2020	ISD to share responses to queries with all registered bidders
22nd May 2020	Applicants submit complete proposal package to tenders@isdglobal.org by 12 midnight, UK time.
June 2020	Start of contract(s)

Submission guidelines

Please note that this is RFP has been re-advertised exclusively for a partner in Isiolo County only. Partners in Kwale and Nakuru have been selected. Unsuccessful applicants may apply again but are encouraged to demonstrate their existing relevant programming and on the ground presence in Isiolo County.

ISD reserves the right to select a partner before the closing date and encourages potential partners to submit their proposals in a timely fashion.

All bidders must register their interest by 1st May, via email, to tenders@isdglobal.org. Bidders should also submit any questions on the RFP by this date.

The deadline for submission is **12 midnight GMT on Monday 22nd May 2020.** Applications submitted after this time will not be eligible.

All bidders must submit the following documents:
- Completion of attached proposal template
- Budget in attached budget template
- Detailed budget narrative
- Copy of registration in Kenya
- Copy of audit from within the last three years
- Timeline of activities
- CVs of staff which may be involved in the project
- Organigram of your organisations
- Any other relevant document or reference

Documents must be submitted to ISD via email, to tenders@isdglobal.org

The deadline for submission is **12 midnight UK time on Friday 22nd May 2020.** Applications submitted after this time will not be eligible.