



## OPEN CALL FOR CONCEPT NOTES SUPPORTING ACCESS TO JUSTICE IN AFGHANISTAN

REF. NO. 004/22

*11 August 2022*

The International Development Law Organization (IDLO) is the only global intergovernmental organization exclusively devoted to promoting the rule of law to advance peace and sustainable development. IDLO works to enable governments and empower people to reform laws and strengthen institutions to promote peace, justice, sustainable development and economic opportunity. IDLO has experience working in more than 90 countries around the world with various legal systems. Since 2003, IDLO has worked with the Afghan Government, civil society organizations (CSOs), and the international community to strengthen access to justice, uphold human rights, expand legal capacity, and promote local ownership. Under the Supporting Access to Justice in Afghanistan (SAJA) project, IDLO was contributing to the effectiveness of criminal justice institutions in Afghanistan and their ability to prevent gender-based violence and protect the rights of survivors. After the fall of the Islamic Republic Government in August 2021, the SAJA project has been realigned to support the Afghan CSOs working in the justice sector area, in order for them to remain viable and effectively protect the human rights of all Afghans, specifically the rights of women and girls.

The collapse of the Afghanistan Government led to a weakening of the overall justice sector, as skilled staff of CSOs, judges, and prosecutors evacuated the country for fear of retribution. This was exacerbated due to the fact that after assuming power, the de facto authorities (DFA) have been struggling to articulate a cohesive vision of the law and an acceptable justice system. A recent Amnesty International report<sup>1</sup> says that post-August 2021, there has been a rise in the number of people in detention who are for the most part without access to legal representation. The role of CSOs that were historically involved in defending these people has become even more important in this context but due to a lack of funding these CSOs are not able to restore their activities or to operate fully as they were in the previous Government.

In recognition of the current situation, IDLO intends to financially support service delivery organizations to enable them to provide competent and accessible legal services to women and girls, ethnic minorities and those facing human rights violations.

Hence, **IDLO**, as part of the SAJA project will provide financing to Sub-Projects that contribute to the achievement of IDLO programming objectives in the following areas:

- ***Objective 2.1: Justice sector civil society organizations have access to funding required to provide services to women and girls, ethnic minorities, and others at risk of human rights violations***

Interested organizations are invited to use the standard Sub-Project Concept Note Template in accordance with the rules set out in this notice.

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<sup>1</sup> <https://www.amnesty.org/en/wp-content/uploads/2022/03/ASA1153692022ENGLISH.pdf>

**Sub-Project Concept Notes and the Applicant Declaration shall be submitted through the dedicated section of the IDLO website**

**Deadline for submission of Sub-Project Concept Notes:**

**5 September 2022 5 p.m. (AFT)**

Applicants are encouraged to carefully read through the Call for Concept Notes and the FAQs section of the IDLO website. If you require additional clarification, please submit your question(s) through the **General Inquiry Form** on the dedicated section of the IDLO website. Please note that IDLO's responses will be made available to all applicants on the IDLO website.

# INSTRUCTIONS

## 1. TYPE OF APPLICANTS AND ELIGIBILITY CRITERIA

Such entities as the following are eligible for submitting applications for IDLO Sub-Projects: non-governmental organizations (NGOs), civil society organizations, professional associations, and academic institutions<sup>2</sup>. For-profit organizations and government entities are not eligible. Individuals are also not eligible.

Interested organizations with a clear Rule of Law mandate should submit a concept note as per the Sub-Project Concept Note Template and the Applicant Declaration signed by an authorized representative. Applicants must be free of any political agenda and shall meet the following requirements<sup>3</sup>:

- Be able to carry out their activities without any distinction, restriction, preference, or exclusion based on race, national or ethnic origin, colour, religion, age, gender, sexuality, marital status, family status and disability, to be evidenced by the submission of relevant internal anti-discrimination policies or rules,
- Be legally registered in their home country or in the country where they operate,
- Have the authority to operate a bank account,
- Be financially reliable, proven through audited financial statements, and compliant with tax obligations, proven through tax payment certificates,
- Be free from conflicts of interest and have no financial or personal interest with IDLO that may infringe upon the principles of transparency, independence, and fairness as per IDLO's policies and procedures,
- Adhere to IDLO and donor rules and procedures,
- Demonstrate at minimum 8 years of experience in delivering legal services,
- Have a core group of advocates and lawyers within the organization chart,
- Evidence current (or recent) physical presence in all major cities,
- Demonstrate a track record of serving vulnerable populations, including women and girls, ethnic minorities, and others who are at risk of human rights violation, and
- Prove experience in resolving local disputes.

## 2. DURATION

The duration of the proposed Sub-Project shall be for a maximum of 19 months until July 2024.

## 3. BUDGET

The maximum budget for a proposed Sub-Project is up to USD 1 million.

## 4. TYPE OF ACTIVITIES

The activities to be supported under this call are as follows:

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<sup>2</sup> Provided they demonstrate their status as not-for-profit.

<sup>3</sup> Satisfaction of requirements will be demonstrated through the submission of relevant supporting documents during the Organizational Assessment phase.

- I. Delivery of justice services:
  - Identification of clients for provision of services
  - Review and analyses of cases
  - Provision of consultation to clients and maintenance of documentation
  - Representation of clients in courts
  - Follow up on the outcome of court hearing
- II. Training sessions for religious and community leaders:
  - Delivery of training sessions to groups of religious and community leaders in line with the IDLO standard Training of Trainers (TOT) course
  - Follow-up on these training sessions through mentoring and coaching
- III. Awareness raising activities:
  - Identification of informal justice actors in each community
  - Dissemination of information among local actors about international human rights standards, particularly related to women and girls' rights
  - Advocacy for inclusivity and support of delivery of fair and just decisions

## 5. SELECTION PROCESS

The selection process consists of the following steps:

### **1. Submission of a Concept Note and Applicant Declaration**

The applicant shall submit an Applicant Declaration establishing its interest and eligibility in applying to the Call for Concept Notes and shall be signed by a legal authorized representative of the entity. The concept note should contain a description of the intended Sub-Project, including impact goal, outcomes, outputs and activities, target groups and planned actions to ensure gender sensitivity and sustainability. It should also describe the applicant's experience in undertaking the proposed activities.

### **2. Organizational Assessment**

The pre-selected applicant will be invited to provide evidence of its organizational capacity to undertake the proposed Sub-Project. This includes information about the organization's legal status, governance, mission and strategy, partnerships, organizational structure, ICT systems, financial management, human resources management and related experience. Potential conflicts of interest will also be assessed.

### **3. Submission of a Proposal**

The selected organization will be invited to submit a full Sub-Project proposal with a budget and a work plan. The full proposal should explain in detail the approach, outcomes, outputs and activities of the proposed intervention and the monitoring mechanisms foreseen.

## 6. TIMELINE FOR SELECTION PROCESS

<i>Action</i>	<i>Timeline/Date</i>
Opening of the Call for Concept Notes	12 August 2022
Deadline for inquiries	26 August 2022
Deadline for the submission of concept note(s) and Applicant Declaration	5 September 2022, 5 P.M. (AFT)
Notification to rejected applicants of the results of the selection process	25 September 2022
Notification to shortlisted organizations and invitation to complete the Organizational Assessment Form and submit relevant supporting documents	25 September 2022
Deadline for the submission of the Organizational Assessment Form and relevant supporting documents	16 October 2022

## 7. SELECTION CRITERIA

Concept notes shall be evaluated by a Sub-Project Evaluation Panel and against the following equal-weighted criteria:

- **Relevance:** The Concept Note shall clearly demonstrate the relevance of the proposed intervention for addressing the problems or issues identified.
- **Expected programmatic results:** The Concept Note shall clearly and in a measurable manner articulate the intended outcomes and outputs and align with the theory of change of the respective IDLO programme or project.
- **Quality of delivery:** The Concept Note shall contain a clearly defined set of outputs and demonstrate the applicant's ability to deliver them effectively. Evidence shall be provided of the applicant's past track record of delivering outputs at a required level of quality, timeliness and efficiency.
- **Capacity:** The Concept Note shall demonstrate the capacity of the applicant to implement, monitor and complete the SP, including meeting the necessary staffing requirements.
- **Sustainability:** The Concept Note shall clearly lay out how the applicant intends to ensure the longer-term sustainability of the SP's intended results.
- **Gender equality:** The Concept Note shall clearly demonstrate how the SP will ensure gender equality and gender sensitivity throughout design, planning, implementation and completion.
- **Budget:** The Concept Note shall include a budget with all income and expenditure associated with the implementation of the SP, including proposed overheads.

- **Contribution of resources:** The Concept Note shall lay out what resources, cash or in kind, the applicant will contribute to the SP (for example, staff and administrative support).
- **Risk analysis and mitigation strategy:** The Concept Note shall demonstrate a clear risk analysis and mitigation strategy for the SP.
- **Local experience:** The Concept Note shall provide evidence of the IP's local experience. Applicants with ongoing programmatic activities in-country shall be preferred.

## 8. SUBMISSION INSTRUCTIONS

Interested applicants are required to use the Sub-Project Concept Note Template and the Applicant Declaration Template, in accordance with the rules set out in this Call. Concept note(s) and Applicant Declaration(s) in a different form or that are incomplete shall not be eligible for consideration.

Applications must be submitted in the name of a person legally authorized to represent the applicant organization.

Applications must be submitted through the dedicated section of the IDLO website. Applications received via other means shall not be eligible for review.

Concept Notes and the Applicant Declaration must be received by no later than 5:00 PM AFT on 5 September 2022, as specified in the timeline above. Applications received following expiry of the stipulated time shall not be eligible for review.

## 9. CONTRACTING AUTHORITY

The contracting authority is the International Development Law Organization (IDLO) - <http://www.idlo.int>