



AMBASSADE
DE FRANCE
AU BOTSWANA

*Liberté
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Fraternité*

FEF-OSC

Innovative projects from civil societies and coalition of actors

Supporting the empowerment of marginalized women and reduction of gender-based violence (GBV) in Botswana

Project proposal guidelines

Deadline to submit proposals: 21st June 2024

WHAT IS FEF-OSC ?

FEF-OSC stands for « Innovative projects from civil societies and coalitions of actors » (« Projets innovants des sociétés civiles et des coalitions d'acteurs »). It is a small-grant programme designed for Botswana CSOs funded by the French Ministry for Europe and Foreign Affairs and managed by the French Embassy to Botswana.

FEF-OSC aims at funding small-scale projects and development initiatives which contribute to strengthening Botswana's civil society and promoting social, economic and cultural rights in the country. Its main objectives are to support local initiatives, foster networking and synergies between stakeholders on the field and strengthen capacities of beneficiaries and civil society organizations.

The 2024 call for proposals is open **from 30th May to 21st June 2024**.

PRIORITIES FOR 2024

For this 2024 call for proposal, the French Embassy will give priority to local CSOs working towards the reduction of GBV in Botswana, through the socio-economic empowerment of marginalized women and girls (i.e. from rural areas, low-skilled, youth, LGBTQIA+ etc.), as well as through field research studies and education projects.

Therefore, project proposals should fall under one or more of the following priorities:

1) Preventing vulnerability to violence:

- **Socio-economic empowerment** of marginalized women (workshops, trainings, etc.)
- **Field research studies** to increase knowledge of the challenges they face and providing informed actionable recommendations, in particular regarding issues of social reintegration (eg. affecting ex-prisoners, GBV survivors)

2) Preventing violence:

- **Education / awareness raising projects** involving the youth (eg. deconstruction of gender stereotypes via interactive activities such as podcasts, games, educational workshops, etc.).

The project **must have a capacity-building** (or for field research studies, **knowledge-building**) component.

WHAT KIND OF PROJECTS AND ACTIVITIES ARE SUPPORTED?

The underlying principle of FEF-OSC is to encourage innovative projects carried out by motivated and ambitious small and medium-sized Botswana CSOs. FEF-OSC will support primarily emerging CSOs

showing a potential for growth, striving to implement new ideas and committed to make a measurable difference in their community.

The project proposals should:

- ✓ Enhance the use of innovative methods and techniques or original development dynamics;
- ✓ Respond to a need already identified by the community, directly benefiting to it in an **inclusive** way and beyond the initial circle of the project holders;
- ✓ Emphasize “learning by doing” in its capacity-building components;
- ✓ Achieve tangible realizations or improvements that are sustainable when external funding comes to an end;
- ✓ Anticipate the necessary running and maintenance costs.

Examples of projects that cannot be supported by FEF-OSC:

- ✗ Prestige operations without well-defined economic or social objectives;
- ✗ Projects limited to construction work;
- ✗ Proposals with high running costs and overhead expenditures.

FOR WHOM?

Officially **registered Botswana civil society organizations** (associations, NGOs, CBOs, association networks, self-help organizations, etc.)

We encourage applications from organizations with inclusive socio-geographic reach, youth-led or youth-focused, as well as attuned to themes of climate change, biodiversity protection, and anti-desertification.

Profit-based organizations and international NGOs are not eligible.

Requirements:

- ❖ Funded projects cannot include religious or political activities of any type, nor favour any community on the basis of religious, political, or ethnic criteria.
- ❖ The duration of the project is expected to range around **22 months**. It should not go beyond **31st May 2026**.
- ❖ The FEF-OSC maximum contribution should not exceed **150,000-200,000 pulas**;
- ❖ The beneficiaries are expected to contribute at least to **10% of the total cost of the project**. This participation can take the form of financial contribution and/or provision of human resources, land, premises, equipment or materials in kind.
- ❖ Projects may be **co-funded by other donors**, but this extra contribution may not replace the mandatory contribution of the applicant.

HOW TO APPLY?

The call for proposals under FEF-OSC will be open **from 30th May to 21st June 2024**. No application sent after the deadline will be considered. The interested applicants can download the application form on the French Embassy's website <https://bw.ambafrance.org/>

To apply, the applicants must submit the completed application form presenting a brief proposal **(maximum 15 pages, following the provided template)**, along with all the documents mentioned on the first page of the application form, to the French Embassy (contact below).

Proposals must be submitted in English.

The following elements are required for the consideration of the proposal:

Presentation of the applying organization:

- ✓ Complete contact details of the organization and of its official representative;
- ✓ Certification of registration;
- ✓ Bank details;
- ✓ Track record of the organization: past achievements; working partners and funding provided by other donors if any;
- ✓ Last two annual reports;
- ✓ Overall budget for the two previous calendar years and available human resources (with level of qualification).

Description of the project (using the application form available online):

- ✓ Executive summary; Provide a concise, impactful section providing an overview of the project including key objectives and anticipated impact.
- ✓ Context of the project and identification of the needs; Provide an analysis of the situation, clearly and concisely explaining where the problem is. Explain the context or the environment where the project will be implemented.
- ✓ Target population (quantified and justified); What is the target population for the project? Clearly detail the specific persons or communities the project is designed to benefit. Provide a detailed number to be directly impacted and provide a rationale for targeting this key population.
- ✓ Overall and specific objective; Briefly state the overall development goal (only one sentence). This is the long-term goal of the project, which extends beyond the project's timeline and scale of intervention. State the specific objectives of the project (one sentence per objective, max. 3 specific objectives). They should directly address the identified problems and assessed needs.
- ✓ Description of the project's activities and precise timeframe; This should describe the specific task or action that need to be completed. Each activity should contribute directly to achieving the objective stated.
- ✓ Logical framework: Precise measurable quantitative indicators for each of the project's objectives;

- ✓ Partners and other donors, if any; List all organizations to be involved and their level of involvement in the program.
- ✓ Detailed budget; Outline the financial resources needed to achieve the objectives in the project plan. Provide a detailed narrative or justification to describe each expenses.
- ✓ Means of ensuring the visibility of the project, as well as of the contribution from the French Embassy.

HOW TO SEND IN A PROPOSAL?

The grant application form should be completed carefully and applicants should double check if all the required documents have been attached. The complete application (with application form in Word format) has to be sent to the contact below:

FEF-OSC programme officer

piscca.gaborone-amba@diplomatie.gouv.fr

or to:

FEF-OSC programme officer

French Embassy

761 Robinson Road

P.O. Box 1424

Gaborone

WHAT ARE THE NEXT STEPS?

The initial review of the proposals will be done by the programme officers of the French Embassy and BOCONGO to ensure all requirements are met. Incomplete application forms or applications with missing required documents will not be considered.

The selection of the projects to be funded will be made by a steering committee comprising the French embassy, representatives of the civil society, as well as other relevant professionals. The steering committee will meet in **July 2024**.

The selected projects are expected to start on **1st August 2024**.

Once a project is selected, the Embassy remains available to the project team for technical advice.

The grant will be disbursed in two instalments. The first instalment of 50% of the grant will be paid after signature of the financial agreement by the Parties; the second instalment will be subject to the satisfactory implementation of the activities planned during a mutually agreed period and submission of an updated time-bound activity plan by CSOs.

Interim (every 5 months) and final technical and financial reports will also be required from the grantees.

The French Embassy avails itself the right to conduct an evaluation at the end of the project, as well as to conduct field visits with Bocongo to meet with beneficiaries and monitor progress.