

Strengthening Youth Civil Society

Guidelines for call for grant applications Grant Partner

16 October 2024

Section I: Introduction

1.1. Background

Nepal has population of over 29 million, over 35% of whom are aged 16 to 35^[1]. Many young women and men leave for abroad for better educational and employment opportunities. Youths believe that they lack opportunities in Nepal, more so for women. Youth participation in policy making is limited. Youth have a role to play in the areas like combatting climate challenged and fostering gender equality and inclusion.

Nepal is one of the lowest carbon emitting countries in the world, yet it is one of the most vulnerable to the effects of climate change. The climate risks and vulnerability in Nepal is high due to its geography and its exposure to risk of natural disasters and impacts on the lives and livelihoods of Nepali people due to effects of climate change. Findings from a study commissioned by the British Council in 2023 indicated that young people perceive unemployment, poverty and climate change as key challenges faced by young people in Nepal. These socio-economic and environmental challenges affect youths the most, however their participation and actions against such challenges are limited. Youth need more capacity, networks, and resources to engage on climate and other social issues creatively and effectively from multiple dimensions – ethical, political, economic, social, or human rights perspectives. Strong youth CSOs are needed to ensure their voices are heard in decisions that shape all our futures.

Institutionally, Youth CSO in Nepal remain volatile due to mobile nature of young people. Nepal's NGO sector, with over 50,000 registered organizations, faces significant challenges, including poor functionality, with only 15-20% of NGOs active. Many are concentrated in Kathmandu, leading to unequal resource distribution and regional disparities. Governance issues such as poor transparency, blurred management structures, and high corruption that these NGOs have, also persist in youth CSOs. Civic space is shrinking, especially for marginalized groups like indigenous peoples, with restrictions on freedom of expression and assembly. Youth CSOs face unique challenges but also have potential for reform and promoting better governance. To thrive, they need more inclusive participation, decision-making power, and sustained support for leadership and organizational development.

NGO Federation of Nepal's CSO Declaration (2024), states that there is a limited voice and participation in public consultation processes, especially among indigenous or marginalized populations. The shrinking civic space, especially for marginalized groups like indigenous peoples are reflected in lack of recognition and engagement in policy. There is increasing politicization of civil society, and the discourse around civic participation, that does not match the spirit of CSOs as non-partisan social activists and advocates. Restrictions on freedom of expression and assembly are tightening the civic space, hampering the effectiveness of CSOs. Additionally, NGOs are not self-sustaining; they do not raise their own funds, lack resources, and youth NGOs in particular, often do not own office space in most cases, making them dependent on foreign funds and lacking basic funding to cover costs outside of project-specific funds. CSO with funding sources have significant administrative pressures and have to focus on donor compliances rather than their core missions. Negative public perception fuelled by accusations of "dollar farming" and being financial incentivised rather than driven by institutional missions, further damage legitimacy and reputation of CSOs as a voice of the people.

¹ Nepal Bureau of Statistics Census 2021.

Despite these challenges, CSOs continue to work in a multi-sectoral area to promote good governance and democracy, alleviating human suffering, improving lives, and safeguarding the climate. Building trust and social cohesion is essential in this context. A strong sense of community and shared purpose fosters collaboration and trust among various stakeholders, including civil society, government bodies, and marginalized groups. Reducing disparities in access to resources, and inclusion of voices of the marginalized prevents them from being disenfranchised. It creates a more conducive environment for meaningful participation and dialogue, enhancing social bonds and creating mutual understanding of shared values and respect for diversity. Strengthening civic engagement and promoting democratic values are critical to the success of CSOs

In this context, Youth for Climate and Social Action (YCSA) project will provide opportunities for young women and men, as well as youth CSOs to develop their capacity and platforms to engage to take actions against challenges affecting them like the climate change and other social issues.

1.2. Introduction to the project

This grant partnership is a part of British Councils overarching ‘Youth for Climate and Social Action’ project aimed at harnessing the potential of Nepalese youth by giving them opportunities to develop knowledge, skills and expand their networks.

By engaging them in climate and social action with local communities and local authorities, the project will create more impactful and sustainable outcomes that address the multifaceted challenges the society faces. Furthermore, through engagement of youth in policy advocacy, the project will bridge the gap in representation of youth voice and involvement in local decision-making processes under those respective areas.

British Council Nepal has been piloting Youth for Climate Action Project from November 2023. The project has trained about 150 young women and men on social leadership skills to take actions against climate change through small steps in their communities in a collaborative manner. Number of youth beneficiaries from the project has implemented social action projects in their communities to develop their own capacity and influence change in their community, with small grant support from the British Council. The project has also offered platforms for youths in Nepal to engage and network with youths from other countries. In the policy engagement front, the project supported various policy dialogues to discuss youth representation in policy making and implementation. The project also strengthened Nepal’s representation at COP by supporting participation of policy makers and youth delegates.

Based on the learnings from the piloting, the project has been extended beyond August 2024. Apart from youth and climate action, the project has revised its scope to include other prominent social issues affecting youths like inequalities or lack of youth participation in community development.

One of the components of YCSA - ‘Strengthening Youth Civil Society’ component - aims to support initiatives to strengthen Youth CSO through grant funding and mentorship for creating stronger youth CSO to enable their positive youth engagement in climate and social issues. The support will help develop leadership and positive pathways for young people through their institutions, so that they can be bastions of trust, social cohesion, resilience, and constructive dialogue.

1.3. Project impact, outcomes, and outputs:

The ‘Youth For Climate and Social Action’ project’s overarching anticipated impact and outcomes are as follows:

Impact: Young people in Nepal become agents of positive change to combat climate change and other social challenges.

Outcome 1: Increased engagement, networking and influence of young women and men in planning, policymaking, and monitoring with regards to climate change and other pressing social issues.

Outcome 2: Young women and men develop capacity to participate, influence and take actions against climate change and other social issues.

The project has three outputs:

Output 1: Youth led, evidence-based policy engagement delivered.

Output 2: Leadership and capacity of young women and men to engage in climate and other social issues enhanced.

Output 3: Voice and engagement of youths for planning and policy engagements for climate and other social issues delivered through youth civil society.

This TOR for ‘Strengthen Youth Civil Society’ concerns with **Output 3** of the ‘Youth for Climate and Social Action project’ and is aimed to institutionalize young people’s voices through youth CSOs in Nepal to combat climate change and other social issues. The action under this output should increase engagement, networking and influence of marginalized young women and men in planning, policymaking, and monitoring with regards to climate change and other pressing social issues. The expected scope of work under this TOR is detailed in the sections below.

Section II: Overview of Youth CSO Grant Partner

2.1 Scope of Work for Grant Partner

The British Council is seeking applications for grants from potential CSO Grant Partner/s. The Grant Partner will support the British Council to implement Outputs 3 of the Project in Nepal until March 2025, with potential new extension phase post June 2025.

This TOR outlines two broad categories of scope of work with allocated range of budget for both (see section 2.5 *Funding Availability for details*). The applicant may choose to apply for **one or both categories**. The applicant must align either/both project concept with anticipated outcomes and impact of overall project.

Grant Category	Indicative results and Indicators
Category 1: Youth Voice and Engagement (Youth CSO Platforms)	<ul style="list-style-type: none"> - Inclusive Collaboration between youth CSO and State/Local Government: <u>youth CSO- Government dialogues</u> on inclusive youth participation and representation, youth responsive budget and climate resilient planning, governance, social accountability, and collaboration (CSO coalition platforms created for youth participation in federal, provincial, and local level in thematic areas) - National Level Policy Engagements: <u>Evidence based policy-Engagement</u> on youth participation for climate and social issues identified, through leadership and engagement of youth CSOs.
Category 2: GESI and Inclusive Community Action	<ul style="list-style-type: none"> - Campaigns and Inclusive Community Action: <u>youth-led initiatives at local, provincial, or federal level at scale</u> through a collective youth voice to promote Gender Equality and Social Inclusion and build social cohesion for inclusive youth led community actions.
Cross Cutting for both Category 1 and 2	<ul style="list-style-type: none"> - Social Accountability: <u>social accountability tool/s</u> used to increase organizational relevancy and responsiveness towards youth issues (on climate and other social issues) and promote inclusion, organizational good governance, and transparency. - Mentorship: <u>Tailored mentorship provided</u> for development/refinement of organizational strategic plan to align with issues of inclusion, climate, and other social issues. Guidance on building networks, run effective dialogues and campaigns etc. - Leadership development: <u>Develop capacity to lead or facilitate dialogues</u> between marginalized youth groups, stakeholders, and policy makers.

2.1.1 Potential activities for the grant partner may include, but aren't limited to:

Category 1: Youth Voice and engagements of youths related activities

- Oversee the establishment and functioning of youth-led dialogue platforms/forums between marginalized youth groups.
- Partnerships with other youth civil society to strengthen youth engagement, improve inclusion on climate and other social issues.
- Collaboration and dialogue platforms and social action to promote social cohesion.
- Dialogues with local governments through engagement of CSO stakeholder, community members and youth forums.
- Use of social accountability tool/s to increase organizational relevancy and responsiveness towards youth issues (on climate and other social issues) and promote inclusion, organizational good governance, and transparency.
- Design and implement youth engagement campaign at local level in planning, monitoring and accountability mechanism.
- Develop learning notes and case studies on learning and community outcomes from social actions.

Category 2: GESI and Inclusive Community Action through leadership and capacity of youth CSOs strengthening related activities

- Developing and implementing of institutional strategic plans for youth engagement.
- Develop leadership capacity of CSO members, women and marginalized youth, through workshops on advocacy, governance, leadership and social accountability.
- Implementation of innovative local level inclusive community actions led by youths from marginalized communities.
- Identification of policy gaps at various levels on inclusive youth participation and generating evidence-based policy dialogues and actions to fill those gaps.
- Use of social accountability tool/s to increase GESI responsiveness of CSOs and/or local governments in climate and other social issues.
- Select young people from marginalized communities and provide mentorship to enhance their capacity for community engagement on climate and social issues.

These activities are just a guidance and not a prescribed delivery requirement. Applicants are encouraged to propose their own ideas and actions that align with Output 3's anticipated results and contribute to voice and engagement of marginalized youth. The applicants should clearly indicate which category(ies) they are applying for in the Application Template provided.

2.2 Target geographic focus and beneficiaries:

Kathmandu (for any federal-level activities). At least two of the following provinces – Madhesh, Lumbini, Gandaki, Karnali or Sudurpaschim for youth climate and social actions.

Direct beneficiaries of the project will be youth aged 18-35 and policy makers who will be engaged to build youth voice of and accountability in climate and other relevant social issues. The applicant may propose the number of beneficiaries based on their intervention.

Grant Partners' recruitment of participants should be inclusive and value the diversity of the communities in which they work, for example to gender, faith, ethnicity, socio- economic background, sexual orientation, professional and personal interest groups, and disability.

2.3 Project stakeholders:

The project will work closely with youth organisations and young women and men in Nepal. At the policymakers and government level, the National Youth Council (NYC) **and sector Ministries like the Ministry of Forestry and Environment are key stakeholders.** Local level actions will be implemented in coordination with Local and provincial governments. The private sector **can** be another key stakeholder. **Applicants are expected to build coalition with relevant Youth CSOs, CSO networks and marginalized group, associations, and forums.** Young creative artists, media, academics, teachers and universities are other key stakeholders. It is expected that the Grant Partner will work closely with NYC and other youth networks.

2.3 Anticipated Human Resources:

The selected grant partner will need to identify and nominate human resources needed for the implementation of the project. A part-time Project manager, part-time Finance manager and part time local Coordinator(s) may be proposed, among others.

2.4 Key expected project milestones for Grant partner

1. **Inception meeting with Partner staff in Kathmandu** –This will be organised/funded by the British Council separately. (By December 2024 1st week)
2. **Inception report including work plan** - to mutually agree project scope and work plan . (3rd Week of Dec 2024)
3. **Implementation of grant activities** - (December 2024 - March 2025)
4. **Capacity development / mentorship²** – to support youth CSO partner to implement grant activities (December 2024 - March 2025)
5. **Project communications and M&E** – process will be guided by the British Council. The British Council collects data about the project in the following areas:
 - a. Programme management and delivery

² The British Council will recruit and provide mentors separately. The mentor cost should not be provisioned by the applicant in their budget.

- b. Programme relevance
- c. Learning resulting from the project for participants and partners
- d. Actions that result from the project
- e. Project legacy, or potential legacy

This data will then be used to understand the impact of the project from individual, group, organisational and network level.

- 6. **Reporting:** to be produced by grant partner. (Interim report in Jan 2025, draft final report in March 2025 and final report in April 2025)
- 7. **Case study capturing the project success and best practices:** To be produced by grant partner.
- 8. **Networking event/ project concluding event**– organised by the British Council in collaboration with grant partner.

2.5 Funding availability

Grant Category	Indicative Budget Ceiling
Category 1: Youth Voice and Engagement (Youth CSO Platforms)	Nrs. 13,50,000
Category 2: GESI and Inclusive Community Action	Nrs. 13,50,000
Category 1 and 2 (if applying for both categories)	Nrs. 27,00,000

The total grant budget pool for Grant Partner/s is NRs. 27,00,000.³ If the applicant is submitting a concept for both categories, the budget should not exceed this amount. If the applicant is applying for both Categories 1 and 2, they must submit a singular cohesive concept, **not two separate concepts**. The applicants can also choose to apply for either one of Category 1 or 2 under the budget ceiling stated above.

- The expenses incurred by the organisation before the effective start date, including any costs incurred in the production of the application, cannot be charged.
- To ensure value for money, the budget requested in your application should cover only costs that are essential, appropriate, and relevant to the implementation of activities.
- The overhead cost that can be charged cannot exceed five per cent (5%) of total direct project cost.

Applicants may be asked to adjust their budget if their request does not fit within funding guidelines or if this is considered not appropriate or categorically misaligned by the application reviewers. Partners are required to account for how funding has been spent by completing financial reports (interim and final) providing receipts / evidence of payments,

³ The total grant available for the grant application is Nrs. 27,00,000. British Council can select up to 2 grantee staying within the total grant pool.

and evidence of staff time. Partners must retain all receipts and implementation documentation for seven years after project closure, as 20% of all grants awarded are subject to full post-activity audits by the British Council.

Co-financing:

A co-financing contribution of around 10% or more of the value of the grant partner grant is highly encouraged. This may be in-kind/from the partner's own resources and/or financial contributions from third parties.

Section III: Instructions for submission of Application

3.1 Eligibility Criteria for grant partners

Applicants must fulfil the following criteria to be eligible for selection under this programme:

- Be a registered Non-Governmental Organisation / Not-for-profit organization in Nepal, working in different provinces of Nepal.
- Either be a youth CSO or have project implementation experience in the field of youth, youth leadership development, and mobilising youths on social issues.
- The organisation must have a valid registration certificate from the Government of Nepal and have been registered for at least 2 years.
- Have a valid Tax Clearance Certificate last fiscal year (FY 2080/81), or approved time extension letter from Department of Inland Revenue (IRD)
- Have sufficient technical and financial capacity within the organisation to ensure transparent, responsible use of funds and project delivery.
- The partner will undertake the British Council Due Diligence assessment.
- The partner will have the operational systems and capacity to report against the project progress and the budget expenditure.
- Have existing standard financial, procurement and HR policies.
- Have an existing safeguarding policy.

3.2 Quality review criteria for evaluating applications.

1 Organisational strengths and experience (30%)

- 1.1 Institutional experience of similar projects on Youth Voice and engagements and/or GESI and Inclusive Community Action involving young people.
- 1.1 Prior experience and capacity of project/grant management
- 1.2 Established networks with youth leaders and policymakers, and reach on the ground.

2 Technical Quality of Application (40%)

- 2.1 A clear understanding of the scope of the grant partner
- 2.2 Quality of approach and methodology for implementation
- 2.3 Consideration is given to the Equality, Diversity, and Inclusion agenda.

3 Quality of Budget (30%)

- 3.1 Ratio of co-financing contribution

3.2 Clarity and relevancy of budget, and reflection of market value / offering value for money

3.3 Data protection

How we use your information:

The British Council will use the information that you provide to process your application, make any awards, monitoring and review of any grants. The legal basis for processing your information will be in agreement with our terms and conditions of the contract.

We may share data with the agencies responsible for monitoring and evaluation as and when an agency is procured or contracted.

The British Council complies with the General Data Protection Regulations 2016/679 (GDPR). We process and handle personal information according to these regulations. The personal information that you provide on this form will only be used to process your application. The information will be viewed by the British Council staff and those who are a part of the decision-making process.

Your information will not be used/shared beyond any partners listed above for any other purpose without your specific consent. The British Council reserves the right to publish and share anonymised aggregated information with the stakeholders' organisation details, where collected, are used for monitoring and evaluation and statistical purposes. Gender information and country of origin, where collected, are used solely for statistical purposes. If we need to contact you, we will do so using the contact details you have provided under the UK Data Protection law, you have the right to ask for a copy of the information we hold on you and the right to ask us to correct any inaccuracies in that information.

If you want more information about this, please contact your local British Council office or the Data Protection Team at: infogovernance@britishcouncil.org

Or see our website: www.britishcouncil.org/privacy-cookies/data-protection

We will keep your information for a period of seven years after the project.

3.4 Applicant screening

In order to comply with UK government legislation, the British Council may at any point during the application process, carry out searches of relevant third-party screening databases to ensure that neither the applicant nor any of the applicant's employees, partners, directors, shareholders is listed:

- as being wanted by Interpol or any national law enforcement body in connection with crime.
- as being subject to regulatory action by a national or international enforcement body.
- as being subject to export, trade, or procurement controls or (in the case of an individual) as being disqualified from being a company director.
- and/or as being a heightened risk individual or organisation, or (in the case of an individual) a politically exposed person.
- If the applicant or any other party is listed in a Screening Database for any of the reasons set out above, the British Council will assess the applicant as ineligible to apply for this grant call.

The applicant must provide the British Council with all information reasonably requested by the British Council to complete the screening searches.

3.5 Ethics

It is essential that all legal and professional codes of practice are followed in conducting work supported by this call. Applicants must ensure the proposed activity will be carried out to the highest standards of ethics and integrity.

3.6 Safeguarding and protecting adults at risk

The British Council is committed to safeguarding children and adults at risk and to upholding their rights in accordance with all applicable legislation and statutory guidance. As part of that commitment, we require that all staff, and those we work with, including partners and suppliers, operate within our Safeguarding Policy which articulates our approach to protecting children and adults at risk and promoting their wellbeing.

We have robust systems and procedures in place to both prevent incidents (covering, for example, the recruitment of appropriate staff, training and support given so that staff can work safely, and standards regarding the way in which we carry out activities) together with responsive actions necessary to address situations where we become aware that a child or an adult at risk may have been harmed. As part of our policy, all countries have a named Safeguarding Focal Point (SFP) who is supported by a Regional Safeguarding Manager (RSM) and the British Council Safeguarding Team. For further information please see: <https://www.britishcouncil.org/about-us/how-we-work/policies/safeguarding>

3.7 Equality, Diversity and Inclusion

Applicants are encouraged to ensure equal opportunities in the teams implementing their proposed activity.

Please contact us for further information on the British Council's approach. See our Equality Policy here: <https://www.britishcouncil.org/about-us/our-values/equality-diversity-inclusion>

3.8 Gender Equality

Gender Equality Statement

Applicants are required to consider the impact their project will have on gender and provide a gender statement. It should not be a re-statement of your Institution's policy; you may refer to the policy but should show how the policy will be implemented in terms of the project.

Below are the project aspects that can be taken into consideration for the gender statement but not limited to.

- Outputs
- Outcomes
- Make-up of the project team; participants, stakeholders and beneficiaries of the project
- Processes followed throughout the project.

The statement is part of the equality, diversity and inclusion (EDI) assessment criterion in this call. The following questions should be answered when writing the statement.

- Have measures been put in place to ensure equal and meaningful opportunities for people of different genders to be involved throughout the project?
- The expected impact of the project on people of different genders, both throughout the project and beyond.
- The impact on the relations between people of different genders and people of the same gender. For example, changing roles and responsibilities in households, society, economy, politics, power, etc.
- How will any risks and unintended negative consequences on gender equality be avoided or mitigated against, and monitored?
- Are there any relevant outcomes and outputs being measured, with data disaggregated by age and gender (where disclosed)?

If a question is not applicable, you will need to articulate the reasons why.

British Council reserve the right to reject the application if no consideration has been given to gender equality or if the proposal is assessed to result in a negative impact for gender equality.

3.9 Submitting Applications

Interested eligible applicants must apply in the prescribed format. All submissions must be sent in soft copies to consultant@britishcouncil.org.np by **23.59 Nepal Standard Time on 30 October 2024**. Please include “application for youth CSO partner” in the title of the e-mail also indicating category(ies) applied for.

If you have any questions regarding the submission of the application, please contact consultant@britishcouncil.org.np **no later than 17:00 Nepal Standard Time on 21 October 2024**. Clarification responses will be published on British Councils website.

Important Dates

SR No.	Activities	Date/Month
1	Date of publishing call for applications	16 October 2024
2	Last date for receipt of queries related to submission of applications	21 October 2024
3	Response to queries (to be published in British Council website)	22 October 2024
3	Last date for submission of applications	30 October 2024
4	Announcement of results	Mid-November 2024
5	Contract signing	Late-November 2024
6	Start of project	December 2024
7	End of project	March 2025
8	Submission of final report	April 2025

