

## Pilot scheme on integration for beneficiaries of international protection

### CALL FOR EXPRESSION OF INTEREST (CEI) ISSUED BY UNHCR GREECE FOR 2015 PROJECTS

The purpose of this Call for Expression of Interest is to solicit interest from existing or prospective partners that wish to participate in a UNHCR operation and contribute complementary resources (human resources, knowledge, funds, in-kind contributions, supplies, and/or equipment) to achieving common objectives as agreed in a Project Partnership Agreement in 2015.

The envisaged implementation period for the project will be 12 months, from 1 January to 31 December 2015, with possibility to extend until 31 December 2016.

An indicative resource range is provided as a guide considering projects are small scale interventions, to facilitate scoping by interested NGOs. Cost effective submissions for less than the range indicated will be favorably considered as outlined in the selection criteria where interested NGOs are encouraged to contribute their own resources. The final project scope is subject to the availability of funds and outcome of the evaluation process.

**UNHCR reserves the right to accept a proposal in whole or in part. Conclusion of a Project Partnership Agreement with UNHCR is subject to availability of funds. Selection of a partner through this Call for Expression of Interest does not constitute an obligation for UNHCR to conclude a Project Partnership Agreement with the selected partner.**

NGO applicants are encouraged to demonstrate creativity on how to approach and deliver interventions required to achieve the objectives under the project proposed, networking with others for maximum impact.

Interested NGOs should complete one (1) Concept Note per Project, and submit a complete set of documents by **Tuesday, 21 October 2014, 23:59 hours (GR time)**. The Concept Note format should be downloaded from the UNHCR Greece Website, and details of further requirements are listed below.

CALL FOR EXPRESSION OF INTEREST No. GRC/CEI/03/2014	
<b>Project title and Identification:</b>  <i>“ Pilot scheme on integration for beneficiaries of international protection ”</i>  <b>Identification #: GRC/CEI/03/2014</b>	<b>Project Location:</b>  Athens, Greece
<b>Brief Background of the Project</b>	
<p>Following the establishment of the new Asylum Service in 2013, and the gradual operationalization of the Regional Asylum Offices throughout Greece, the percentage of granting international protection has increased significantly. Since the beginning of 2013 and until April 2014, international protection was granted in about 1,055 refugees and beneficiaries of subsidiary protection, which the State is called to support so they can live with dignity and self-sufficiency.</p> <p>In the present operational context, and as the economic recession continues having a lasting impact in Greece, integration of persons entitled to international protection presents real challenges, as status holders face serious social and economic problems, worsened by the high unemployment rate, as well as by the decreasing of opportunities for economic development and for support through the social welfare system. The situation is worsening due to a rise in xenophobia and racist violence against third country nationals irrespective of status.</p> <p>Facilitating integration remains of pivotal importance to UNHCR and a target most difficult to achieve. The lack of post-recognition support and targeted measures, in addition to the existing gaps in mainstream services which are inadequate to meet refugees’ needs, affect negatively their ability to integrate and to re-build their lives, further widening the gaps within the EU and resulting in Greece being mostly considered by refugees as a transit and not a destination country.</p> <p>As a first step towards integration, aiming also to ensure the impact of the existing positive provisions of law for beneficiaries of international protection, it is important that beneficiaries of international protection are fully and correctly informed on their rights and obligations, including for procedures such as family reunification, naturalization and acquisition of the long term resident status. Furthermore, measures for their integration need to take into consideration the profile and aspirations of the international protection status holders in Greece.</p> <p>UNHCR is seeking to collaborate with a strong local partner with experience in implementing projects meant to create durable solutions for refugees and persons entitled to international protection, to design a concept note for the following components:</p> <ol style="list-style-type: none"> <li> <b>1. Provision of information on rights, social/ welfare, employment and education opportunities to refugees and other beneficiaries of International Protection - One stop shop Information Centre</b>, with the aim to empower beneficiaries of international protection and promote durable solutions.         </li> </ol>	

2. **Conduct a Survey on integration** with the active participation of refugee communities, Specific areas of relevance for refugee integration are to be analyzed; the findings and outcome of the survey will be used for further developing appropriate advocacy lines for promoting integration.

#### **Policies and Guidelines**

It is expected that the partner organization will adhere to UNHCR policies and agreement terms, including the Project Partnership Agreement, Code of Ethics, procedures and guidelines.

The project will commence on 1 January 2015 and will end on 31 December 2015, with a possibility of extension until 31 December 2016.

The scope of project implementation is subject to availability of funds.

Cost effective submissions below the indicated guide that use innovative means and where partners also contribute their own resources will be favourable considered.

#### **Objective, Expected Outcome and Main Activities**

##### **Objective:**

The project aims to ensure that:

Potential for Integration is realized for beneficiaries of international protection

##### **Outcome(s)**

- Beneficiaries of international protection receive information on their rights/obligations and related administrative procedures including, inter alia, health/welfare, housing, employment, education, naturalization, long term residence etc.
- One (1) study on integration process produced

##### **Activities**

- 1) Provision of information on rights/obligations** and related administrative procedures including, inter alia, health/welfare, housing, employment, education, naturalization, long term residence etc. **to refugees and beneficiaries of subsidiary protection with emphasis in promoting refugee children enrollment in schools- One stop shop Information Centre,**

- Establish and Operate an information one-stop shop for beneficiaries of international protection, in consideration of the profile of the targeted population;
- Ensure and promote the active engagement of new actors, particularly of the local authorities, and of the concerned population;
- Contribute in the development of a network between authorities, NGOs and refugee communities;



**2) Conduct a Survey on integration processes, with a view to strengthen and develop advocacy strategies**

- mapping current issues and concerns referring also to the impact of financial crisis and austerity measures on status beneficiaries with the active engagement of refugee communities; specific areas of relevance for refugee integration are to be analysed;

When submitting the concept note, prospective partners should take into consideration language communication needs required, as well as operational requirements to achieve the project objectives (eg. working on site/ travel requirements, communication requirements).

**Intended Population of Concern:**

- Recognized refugees;
- Persons granted subsidiary protection as per Greek law L.3907 (i.e. subsidiary protection, humanitarian status);

**Project Period [estimated start and end dates of project]:**

1 January 2015 – 31 December 2015, with the option of extension up to 31 December 2016.

**Submission Deadline:**

**21 October 2014, 23:59 hours  
(GR time)**

**Date Decision Results to be Communicated to Applicants:**

4 November 2014

**Selection Criteria: All bids will be evaluated using the same criteria outlined and weighted below. Fulfillment of the criteria is an indicator for evaluation, and not a formal requirements.**

<i>Relevant criteria</i>	Criteria Description	Assigned Weighting
C1	<b>Project Goal and Envisaged Outcomes:</b> The concept note submitted is coherent, and replies well in how the proposed project will achieve its expected outcome, fully taking into consideration the call for proposals, and showing an understanding of the operational environment and risks.	<b>20%</b>
C2	<b>Sector expertise and local experience &amp; presence:</b> the required specific skills, sector specialists, knowledge and human resources are available and committed to the project. The organization has a solid experience in the field and is knowledgeable of the operational context and risks, and of its own capacity and strengths.  Long-standing experience of working directly with refugees in Greece; <ul style="list-style-type: none"> <li>• Good knowledge of the Greek legal and policy frameworks and practices regarding integration of beneficiaries of international protection;</li> <li>• Strong human resources management systems, ensuring quality and diversity of the recruitment and treatment of employees in accordance with the Greek labour law, and international standards; established Code of Conduct, and evaluation policies for employees;</li> </ul>	<b>20%</b>

	<ul style="list-style-type: none"> <li>Existing infrastructure to host a one-stop information centre;</li> </ul>	
C3	<p><b>Project management:</b> ability to deliver project objectives, accountability mechanisms and sound financial management, taking into account the audit results of the previous UNHCR-funded projects, past performance and the external audit of partners' financial statements, where applicable. In specific:</p> <ul style="list-style-type: none"> <li>Sound financial controls and accountability systems;</li> <li>Cost effective management of project and its administration;</li> <li>Ability to produce a project budget;</li> <li>Familiarity with risk management mechanisms.</li> </ul>	20%
C4	<b>Cost effectiveness: level of direct costs and administrative costs imposed on the Project in relation to project deliverables.</b>	20%
C5	<b>Contribution of resources:</b> evidenced and documented contribution of resources to the Project in cash or in-kind (e.g. human resources, supplies and/or equipment) by the partner that are presently available (or potentially mobilized by the partner) in order to supplement UNHCR resources.	10%
C6	<b>Experience working with UNHCR:</b> global and/or local partnerships including knowledge of UNHCR policies, practices and programmes, including an understanding of and ability to work within UNHCR's funding limitations and associated inherent risks. Partners that have three consecutive qualified audit opinions for UNHCR-funded projects may not be considered.	10%

#### Other Important Information

##### Eligibility

UNHCR will only enter into a project agreement with NGOs registered in Greece, as non-profit entities.

##### Required Documentation

Applicants are requested to submit the following documentation via e-mail to: [greatipmc@unhcr.org](mailto:greatipmc@unhcr.org) latest **by Tuesday, 21 October 2014, 23:59 hours (GR time)**, with the following subject line: "Concept Note-Project Identification/Name of your NGO," eg: "Concept Note-GRC/CEI/03/2014-*name of your NGO*".

**NB:** e-mail attachments **should not exceed 5MB in size**. In case needed, you may break your submission into successive e-mails, indicating this in the subject line as follows:  
 e-mail 1: "Concept Note-GRC/CEI/03/2014-*name of your NGO- Part 1*"  
 e-mail 2: "Concept Note-GRC/CEI/03/2014-*name of your NGO- Part 2,*" etc.

- Concept Note**, on the format available on the website, **in English**. The standard format allows all submissions to be reviewed equally. The concept note should be concise, contain clear information directly linked to the specific Expression of Interest your NGO is responding to, and it should not exceed ten (10) pages. Each interested applicant may only submit one (1) Concept Note per project. Only submissions that use the Concept Note format provided will be reviewed. If the Concept Note format is not used, your submission will be disqualified;
- Budget Proposal**, submitted in excel format, **in English**, including staffing costs. Any overhead



costs, i.e. administrative costs indirectly linked to the project (e.g. contribution to the NGO's Office operational costs) should be clearly indicated under separate heading, reasonable and justifiable. Please note that the detailed project and its budget will be fully elaborated after the partner is selected;

3. **Staffing Table**, for proposed project functions, including reference to staff qualifications and expertise; Staffing Table should be submitted in **English**.
4. **Partner Declaration form**, on the format available on the website. The purpose of this declaration is to determine whether a prospective partner is committed to UNHCR's core values and its commitment to persons of concern;
5. Copies of your **NGO Registration documents, including the Statute of your NGO** - to be submitted in Greek (and English if available);
6. **Organizational Chart** - can be submitted in Greek (and English if available);
7. **Financial management documents** (i.e. recent Audit Report, or recent Financial Statement (for past financial year) - can be submitted in Greek (and English if available);
8. Evidence of **past experience and on-going programs** (ie. List of projects implemented during last financial year), in **English**.

**Deadline: Tuesday, 21 October 2014, 23:59 hours (GR time). Late or incomplete submissions will be disqualified.**

**Requests for Clarifications**

Please submit your queries on the template provided by e-mail to [greatipmc@unhcr.org](mailto:greatipmc@unhcr.org) , by indicating on the subject line: Query – Project Identification (eg. "Query-GRC/CEI/03/2014").

**Deadline for the submission of queries is 06/10/2014.**

UNHCR will collect all queries and publish replies to all questions on its website on 09/10/2014 to ensure all interested parties have access to the same information. Queries over the phone, or to individual UNHCR staff members, will not be accepted.

Issuing UNHCR Office

UNHCR National Office in Greece, Athens

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Signature, Head of Office

Giorgos Tzarbopoulos, Head of Office

Full name and title, Head of Office

Date

23/09/2014

