

Call for Concept Note: UNODC/NAPTIP-NGAX41 project - *Promoting Better Management of Migration in Nigeria by Combating and Reducing Irregular Migration that occurs, inter alia, through Trafficking In Persons (TIP) and Smuggling of Migrants (SOM)*

Grant for “Rehabilitation and Reintegration Actions for Victims of TIP/SOM and Grassroots Awareness Campaign”

Guidelines for grant applicants

Issuance Date: May 27th 2013

Closing Date: June 20th 2013

Closing Time: 17.00CAT

Grant Duration: One year

Reference: UNODC/NAPTIP-NGAX41-TIP

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GLOSSARY

The following definitions apply:

Action	An action (i.e. a project) comprises a series of activities ` organized on the basis of the project workplan
Applicant	The organisation responsible for submitting the application
Duration	The time interval within which an action is expected to take place.
Eligibility criteria	This are the requirements that will be used to review the concept notes as outlined in this call for concept note
Evaluation criteria	These are the indicators that will be used to review the full project proposals submitted by organizations with successful concept notes
GAC	Grant Appraisal Committee responsible for leading the grant process and ensuring appropriate monitoring and supervision of successful NGOs in implementing the grant
Grant Components	This call for concept note covers 2 different themes, each of them being subject of a specific grant envelope
Partnership	The grouping of organisations i.e. the main applicant and its partners for the purpose of implementing the proposed action
Partner	Member organisation of the partnership other than the applicant

1.0. CONTEXTUAL BACKGROUND

The United Nations Office on Drugs and Crime (UNODC) Country Office in Nigeria and the National Agency for the Prohibition of Traffic in Persons and other Related Matters (NAPTIP) announces a call for grant applications for the implementation of **“Rehabilitation and Reintegration Programmes to Support Victims of Trafficking In Persons (TIP) and Smuggling of Migrants (SOM) and Grassroots Awareness Campaign”** in project states (Lagos, Cross River, Anambra, Benue, Niger, Edo states and the FCT).

This call for grant application is being advertised under the European Union (EU) Funded Project *‘Promoting Better Management of Migration in Nigeria by Combating and Reducing Irregular Migration that occurs, inter alia, through Trafficking In Persons (TIP) and Smuggling of Migrants (SOM)*. The project is implemented by UNODC and NAPTIP.

The overall objective of the project is to strengthen the national capacity to better combat TIP and SOM in order to maximize the development potential of migration. This will be achieved through the creation of a coordinated, synergized, and comprehensive response at the national, state, and local level that targets both TIP and SOM.

Specifically, the project aims to achieve:

1. Strengthened sectoral framework and coordination on TIP & SOM
2. Improved service delivery and support to victims of TIP, particularly those who are living positively with HIV/AIDS
3. Expanded capacities of NAPTIP, NIS, NGOs and other actors involved in the sector
4. Increased knowledge on TIP and SOM and their impact with a view to reducing individuals selecting irregular migration for travel abroad in targeted communities

The grant under this project is focused on achieving objectives 2 and 4 above and is articulated in two components: Component 1: **Rehabilitation and Reintegration Programmes to Support Victims of TIP/SOM** and Component 2: **Grassroots Awareness Campaign**. This document is intended to guide grant respondents, Civil Society Organizations (CSOs) through the grant application process. It describes the eligibility criteria, application procedure as well as evaluation and monitoring requirements for implementation of the selected projects.

In an effort to reinforce the effort and strengthen joint ownership and accountability as well as promote synergy amongst key stakeholders, a Grant Appraisal Committee

(GAC) has been constituted, comprised of representatives from NAPTIP, NACTAL, NACA, IOM and UNODC. The grant committee is responsible for leading the grant process and ensuring appropriate monitoring and supervision of successful NGOs in implementing the grant.

2.0. GRANT COMPONENTS AND OBJECTIVES

With this Call for Concept Note, the GAC seeks to competitively select a broad range of Civil Society Organizations (CSOs) that will receive grants from the above mentioned project (NGAX41) to achieve the objectives described in each grant component as follows:

GRANT COMPONENTS	OBJECTIVES
<p>Component 1:</p> <p>Rehabilitation and Reintegration Programmes to Support Victims of TIP/SOM</p>	<p>Objective 1 - Provide Economic and Social Empowerment in Viable Skills Area for Victims of TIP and SOM including those Living with HIV/AIDS</p> <p>Objective 2 – Safe Reintegration of Victims of TIP and SOM</p>
<p>Component 2:</p> <p>Grassroots Awareness Campaign</p>	<p>Objective 1 - Conduct grassroots advocacy and sensitization in at least 2 Local communities of each project state</p>

2.1. **Component 1:** Rehabilitation and Reintegration Programmes to Support Victims of TIP/SOM

Objective 1 - Provide Economic and Social Empowerment in Viable Skills Area for Victims of TIP and SOM including those Living with HIV/AIDS

Objective 2 – Safe Reintegration of Victims of TIP and SOM

Context

TIP and SOM is a process, the result of which is the control of one human being by another for the purpose of exploitation. Although only a small percentage of TIP and SOM victims are taken to rehabilitation facilities, or shelters, these facilities play an

important part in a comprehensive effort to address TIP and SOM that includes prevention, protection, support and prosecution.

Rehabilitation of rescued victims especially women and children is a daunting and sensitive task. A victim centered approach that employs continuous follow-up actions, emotional and economic support, are critical steps to successful rehabilitation. Major setbacks to effective rehabilitation, empowerment and reintegration services for victims in Nigeria include; 1) lack of professional victim care and support, 2) weak coordination amongst stakeholders, 2) weak Public Private Partnership and 3) lack of sustainable funding.

The goal of every rehabilitation is to fully integrate the trafficked persons (TPs) into society. Therefore, a successful rehabilitation and integration program for victims of TIP must take into account socio-economic factors which predispose the victims to trafficking in the first place such as lack of access to education, skills, funds/capital to start businesses and poor business management skills. Such reintegration programs must also consider the severity of the impact of human trafficking, the degree of trauma suffered by the victim, and the social stigma associated with TIP if it is to be successful and diminish the vulnerability for re-victimization.

In many cases stigma, discrimination and humiliation have essentially pushed back the rehabilitated victims into being re-trafficked. More so, the quality of support and rehabilitation, especially the traditional skills empowerment such as hairdressing, dress making and craft does not adequately equip the victims psycho-socially and economically to be competent and competitive in the job market; while the special needs of victims with health issues including HIV/AIDS remain largely unattended.

In light of this, the project has earmarked grants for CSOs in order to provide services towards psychological and emotional recovery, economic empowerment, social inclusion, life skills acquisition, counseling and education for trafficked victims that are evidence based and reflect best practices.

2.2. Component 2: Conduct Nationwide, Statewide, Grass Roots Awareness and Sensitization Activities on TIP and SOM and the Linkages between TIP and SOM

Objective 1 - Conduct Grassroots Advocacy and Sensitization in at least 2 Local Communities of each Project State

Context

Virtually every country in the world is affected by TIP and SOM. The challenge for all countries, rich and poor, is to target the opportunist and criminals who exploit desperate

people and to protect and assist victims of trafficking and smuggled migrants, many of whom endure unimaginable hardships in their bid for a better life. Globally, awareness raising is recognized as a preventive tool to combat social phenomena like TIP, SOM and HIV. Ultimately, it is better to prevent both phenomena rather than to address it when it has already manifested. Accordingly, the NGAX41 project launched the “I Am Priceless” Awareness Raising Campaign that is intended to increase knowledge of TIP and SOM, while transmitting an inestimable sense of value, self-worth and dignity of each and every human life, a core principle in all civilized nations.

Profile of Victims: The profile of the average victim of TIP and SOM in Nigeria indicates that they are usually children or young adults from a local community with little or no information on either TIP or SOM. Thus, an impactful and targeted sensitization is envisaged to communicate to this vulnerable group, particularly in their local language.

Level of Public Knowledge and Awareness: To ensure evidence based programming towards providing a coordinated and comprehensive sensitization response to reduce the menace of TIP and SOM, a baseline assessment was conducted in the project states to assess the existing level of knowledge and awareness on the realities of TIP and SOM, the efforts of NAPTIP and NIS in fulfilling their respective roles and mandates and exploring the linkage of TIP and SOM to HIV/AIDS among others.

Key findings from the survey indicated that the majority of the respondents from the survey were of the opinion that public awareness campaigns are not directed at potential victims. According to respondents, there is more awareness of TIP and SOM in the urban areas than in the rural areas where most victims originate. A major recommendation that was highlighted in the survey report is that - there is a need to communicate TIP/SOM messages in local languages and increase the frequency of messages in mass media channels used to engage stakeholders especially those at the grass roots level¹.

Addressing the Gap: A number of activities have been carried out under the “I Am Priceless” Awareness Raising Campaign at the national and state levels. Activities are yet to be conducted at the community level where the most vulnerable populations to TIP and SOM originate. Evidently, there is an immediate need to address this gap through advocacy and sensitization at the grass roots level. Accordingly, the project

¹ Please see ‘Knowledge, Attitudes and Perceptions on Trafficking in Persons and Smuggling of Migrants in Nigeria - A Baseline Survey’

proposed to partner with CSO organizations to conduct successful grass roots campaigns. This approach is guided by the fact that:

- CSO have Local Knowledge of Communities and their traditions: It is estimated that Nigeria has about 389 ethnic groups with diverse customs, languages and traditions. To ensure the success and effectiveness of the project's intervention at grass roots level, knowledge of the culture, language and idiosyncrasies of the communities is crucial. It is imperative that local NGO's situated in the project states that possess the necessary knowledge of the culture and local languages are engaged to support the campaign at the grassroots level.
- Development of capacity and synergy of partners is critical to sustainability: Capacity-building, harmonization of efforts and the development of synergies are approaches adopted by the project to ensure sustainability of the project's achievements. The engagement of CSOs to implement the grassroots campaign is therefore designed to strengthen the capacity of at least 7 CSOs in the areas of advocacy and sensitization and to foster partnerships between development agencies, public institutions and CSOs.

3.0. GRANT CALL PROCESS

The current Call for Concept Note opens on May 27th and closes on June 20th, 2013. The Grant Appraisal Committee (GAC) will select seven (7) CSOs and award seven (7) grants under Component 1. Similarly, it will select seven (7) CSOs and award seven (7) grants under Component 2. (A CSO may apply and be selected for more than one component.)

No applications will be accepted for projects scheduled to run for a longer period than specified in this call for concept note. UNODC and NAPTIP reserve the right not to award full amount of available funds under this call.

The following process will be followed:

1. Submitted concept notes will be evaluated and shortlisted based on the eligibility criteria as advertised
2. CSOs with successful concept notes will be contacted by the Grant Appraisal Committee (GAC) to submit full proposals

3. Full Project Proposals would be submitted using the proposal application form² and budget template³
4. Full Project Proposals would be evaluated based on set evaluation criteria by the GAC⁴.
5. Successful/Unsuccessful CSOs will be contacted by the GAC
6. UNODC and NAP TIP will conclude grant agreements with the successful Organizations whose projects are recommended for funding by the GAC.
7. Funding will be provided in installments according to the payment schedule included in the grant agreement between the UNODC and NAP TIP on the one hand and the Grantee on the other; subject to successful fulfillment of project implementation requirements, including submission of the required narrative and financial reports⁵.

3.1. Size of Grant

GRANT COMPONENTS	MAXIMUM GRANT AMOUNT FOR EACH GRANTEE	OBJECTIVES
Component 1: Rehabilitation and Reintegration Programmes to Support Victims of TIP/SOM	51,390USD	Objective 1- Provide Economic and Social Empowerment in Viable Skills Area for Victims of TIP and SOM including those Living with HIV/AIDS Objective 2 – Safe Reintegration of Victims of TIP and SOM
Component 2: Grassroots Awareness Campaign	15,830USD	Objective 1 - Conduct grassroots advocacy and sensitization in at least 2 Local communities of each project state

² See Proposal Application Form -

http://www.unodc.org/documents/nigeria/Grants_Applications/PROPOSAL_APPLICATION_FORM.pdf

³ See Budget Template - http://www.unodc.org/documents/nigeria/Grants_Applications/Budget_Template.pdf

⁴ See Evaluation criteria for full project proposals - http://www.unodc.org/documents/nigeria/Grants_Applications/Evaluation_Criteria_for_full_project_proposals.pdf

⁵ See Reporting, Monitoring and Evaluation - http://www.unodc.org/documents/nigeria/Grants_Applications/Reporting_Monitoring_Evaluation.pdf

4.0. ELIGIBILITY CRITERIA

In order to be reviewed and evaluated, applications must be submitted by eligible Organizations and include eligible concept note and budget:

4.1. Eligible Organizations

Organizations eligible to receive funding through this Call for Concept Note must meet all the eligibility criteria in addition to the specific eligibility criteria for grant components 1 and 2 respectively. Organizations can submit concept notes for more than one grant component subject to their ability to satisfy the eligibility required for the grant component.

Legal Status:

- registered in Nigeria under CAC and other appropriate National Public Authorities

Technical expertise:

Grant Component 1:

- proven expertise in service provision and programme intervention for TPs,
- proven experience in successful project management
- experience in networking and referral of trafficked victims
- Expertise in support for managing TPs who are living with HIV/ AIDS is desirable

Grant Component 2:

- proven experience in successful project management
- Experience in media & public awareness campaigns especially at the grassroots

Other expertise:

- Proven experience in managing grants from International Organizations is an added advantage
- Proven experience in grassroots intervention is desirable

Financial Capacity

- *Evidence of financial accountability with at least 3 years audited financial account for Grant Component 1 (*Rehabilitation and Reintegration Programmes to Support Victims of TIP/SOM*)
- *Evidence of financial accountability with at least 1 year audited financial account for Grant Component 2 (*Conduct Nationwide, Statewide, Grass Roots Awareness and Sensitization Activities on TIP And SOM and the Linkages Between TIP and SOM*)

Structural Capacity

- Evidence of physical presence of a **functional** office in the project state
- Evidence of a solid governance structure that is democratic, transparent and accountable.
- Evidence of membership of Network Against Child Trafficking, Abuse and Labor (NACTAL) is an added advantage

4.2. Partnerships

Applicant organizations may act individually or with partner organizations, relevant government agencies or service providers and other CSOs in order to implement the grant project. The applicant organization will lead the partnership and make decisions on its behalf. Additionally, the applicant organization will be the accountable organization for the grant.

If partnerships are formed, the applicant Organization must include in its application package letters signed by partners. Each letter should be explicit on:

- The nature and subject of partnership;
- Clear indication of partners' roles and responsibilities.

4.3. Eligible projects

Project activities to be supported by the UNODC/NAPTIP grant may include:

4.3.1. COMPONENT 1

Objective 1 - Provide Economic and Social Empowerment in Viable Skills Area for Victims of TIP and SOM including those Living with HIV/AIDS

Economic and social empowerment skills for victims could include sheltering, vocational skills training, economic and social empowerment, health, psychosocial and physical services. Such activities are to be premised on two considerations: 1) NAPTIP is the authorized responsible government agency on all TIP efforts. 2) Service provision needs to be victim-centered, culturally and traditionally acceptable and fully cognizant of the family, social and gender of the victim.

Key related activities include:

- (a) Economically viable skills training for victims of TIP and SOM including TPs who are HIV positive
- (b) Capacity building for victims of TIP and SOM in basic administrative skills
- (c) Life skills training for victims of TIP and SOM
- (d) Psychosocial counseling and support
- (e) Any other related activity, that is approved by the GAC

Objective 2 – Safe Reintegration of Victims of TIP and SOM

A partnership approach that is rooted in the family and community of the victim will be necessary to ensure safe and full rehabilitation and reintegration of victims

Key related activities include:

- (a) Mentoring and coaching support system for victims of TIP and SOM
- (b) Information and education services on TIP and SOM for victims and their families
- (c) Support peer leadership among victims through establishing self-help groups
- (d) Other related activities approved by the GAC

4.3.2. COMPONENT 2

Objective 1 - Conduct Grassroots Advocacy and Sensitization in at least 2 Local Communities of each Project State

Prevention can be achieved; by among other things, creating awareness and improving the general understanding of TIP and SOM. For an awareness campaign to be effective in Nigeria, the grassroots must be adequately sensitized using materials that are culturally sensitive and targeted.

Key related activities include:

- a) Dissemination of evidence based posters and materials to sensitize parents and victims in the indigenous languages of each community
- b) Selection and training of Peer Educators on life skills training for schools, youth groups, women groups at the communities
- c) Conducting sensitization activities for traditional and religious leaders as well as opinion shapers
- d) Dissemination of jingles to sensitize community in indigenous languages of the communities
- e) Engaging the media through jingles and radio shows in pidgin English and the indigenous languages of the communities
- f) Organizing and facilitating community dialogues, door to door campaigns, mobile theatres, road walks/rallies as deemed appropriate
- g) Any other related activity, that is approved by the GAC

The Grants Appraisal Committee also expects the Grantee to propose relevant project visibility for the NGAX41 project based on guidelines to be issued.

4.4. Expected Results for each grant award

4.4.1. Expected Results for each grant award under grant component 1 are:

- At least 20 victims of TIP and SOM are economically self-reliant and independent
- Enhanced capacity of at least 1 NGO to provide quality service of care for victims of TIP and SOM
- Reduction in vulnerability for re-victimization through economic and social empowerment

4.4.2. Expected Results for each grant award under grant component 2 are:

- Increased and better understanding of TIP and SOM in at least 2 local communities in each of the project states
- Enhanced capacity of at least 1 NGO to raise awareness of TIP and SOM

4.5. Eligible costs

Only "eligible costs" can be taken into account for a grant, (the categories of costs considered as eligible and non-eligible are indicated below). The budget is therefore both a cost estimate and a ceiling for "eligible costs".

Recommendations to award a grant are always subject to the condition that the verification process which precedes the signing of the contract does not reveal issues requiring changes to the budget (for instance arithmetical errors, inaccuracies or unrealistic costs and other ineligible costs). The verification process may give rise to requests for clarification and may lead the GAC to impose modifications or reductions to address such mistakes or inaccuracies.

*** It is therefore in the applicant's interest to provide a realistic and cost-effective budget.**

Eligible costs must:

- be necessary for carrying out the project activities;
- have actually been incurred by the applicant during the implementation period;
- comply with the principles of sound financial management, in particular value for money and cost-effectiveness;
- be properly recorded, identifiable and verifiable, and be backed by original supporting documents.

The grant may only be used to cover the following costs:

- Associated reasonable staff salaries and expert fees;

- communication and information services;
- travel;
- rent, catering, and other services associated with project events;
- printing and photocopying;
- equipment necessary for service provision;
- consumables and office supplies.

Any amount considered for equipment purchase requires strong argument to approve that it is crucial for achieving the project's goals.

The following costs are ineligible:

- costs of project proposal preparation;
- international travel;
- academic research;
- Any debts incurred;
- items already financed in another framework;
- purchases of land or buildings,
- taxes, including VAT,
- credits to third parties.
- currency exchange losses;

The grant funds shall be utilized subject to the following conditions:

- Spending solely on the purposes specified in the project proposal;
- Direct involvement of the CSO in project implementation and management;
- Observance of gender parity;
- Openness and Transparency;
- Compliance with Nigeria laws and regulations

4.6. Eligible applications

In order to be admitted in the review process, applications must include the full package of documents (as stated in the section "Application Process" of this Call for Concept Note). The GAC secretariat (in this case UNODC) will determine eligible applications, and forward them for evaluation by the Grant Appraisal Committee (GAC).

5.0. APPLICATION PROCESS

This Call for Concept Note will be advertised through the websites of the following Organizations and national newspapers:

- NAPTIP website: www.naptip.gov.ng
- NACTAL List-serve
- UNODC website: www.unodc.org
- Two (2) National Newspapers (Guardian and Punch)

5.1. Concept Note content

The following guidelines are provided for preparing the concept note:

1. The concept note should be prepared using the concept note form available from the UNODC and NAPTIP websites and also sent out through the NACTAL List Serve.⁶
2. Concept notes should not be more than five pages (excluding the attachments)
3. The Concept Note should be written in English, using font 11 or 12.
4. In the Concept Note, the applicants must only provide an estimate of the total eligible costs of the action together. Only the applicants invited to submit a full proposal in the second phase will be required to present a detailed budget. This detailed budget may not vary from the initial estimate by more than 20%.
5. Any error or major discrepancy related to the points listed in the guidance on the Concept Note may lead to the Concept Note being considered ineligible.
6. Clarifications will only be requested when information provided is unclear, thus preventing the GAC from conducting an objective assessment.
7. Hand-written Concept Notes will be considered ineligible.

5.2. Where and how to send a concept note

Address for hand delivery or by private courier service

Three copies of Concept Note with relevant attachments prepared according to this Call for Concept Note must be submitted in a sealed envelope by registered mail with delivery confirmation, e-mail (with return receipt), and private courier service or by hand-delivery at the addresses below:

United Nations Office on Drugs and Crime (UNODC)
 3rd Floor, NAPTIP Training Office
 Federal secretariat, Phase 111,
 Opposite Permanent Secretary's Office
 Federal Ministry of Health, Abuja

⁶ See Concept Note Form

Delivery vial Postal Address

Three copies of the Concept Note with relevant attachments prepared according to this Call for Concept Note may be sent to the following address:

United Nations Office on Drugs and Crime (UNODC)
C/o United Nations Development Programme (UNDP)
19, TY Danjuma Street, Asokoro, Abuja

Delivery via E-mail Address

Concept notes may also be submitted via email, using the following address: ngax41grant@unodc.org. If submission is via email, only one email needs to be sent to the address. The Subject of the email address should specify the name of applicant organization with grant reference number)

NB:

Concept Notes sent by any other means (e.g. by fax) or delivered to other addresses might not be authenticated and may be delayed. It is therefore recommended that the above instructions are complied with strictly to avoid delay and disappointment. Where an applicant sends several different Concept Notes, each one must be sent separately.

Applicants must verify that their application is complete using the Checklist for Attachment in section 5.5.

5.3. Deadline for submission of Concept Note

All applications must be received by 17:00CAT time on Thursday June 20th 2013.

Any Concept Note sent after the deadline or, in the case of hand-deliveries, received after the stipulated time will not be considered.

The applicant is solely responsible for the choice of means of expedition amongst those indicated in section 5.2 and for following-up the delivery in accordance with the stipulations of the present section.

5.4. Further information for concept note

Questions may be sent by e-mail no later than 10 days before the deadline for the submission of Concept Notes to the below e-mail address, indicating clearly the reference of the Call for concept note: E-mail address: ngax41grant@unodc.org

Replies will be given no later than 5 days before the deadline for the submission of Concept Notes.

In the interest of equal treatment of applicants, the GAC cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.

After the deadline for submission of Concept Notes, the above-mentioned e-mail address can only be used by the GAC to initiate correspondence regarding any requests for clarification that may be required. No individual replies to queries with regard to the status of the selection procedure can be given via this mailbox although an updated automatic reply providing the current status of the evaluation procedure will be generated on receipt of all messages sent to this mailbox.

5.5. Checklist for Attachment

Application package must include copies of the following documents:

1. Constitution or other governance document of the applicant organization;
2. Registration certificate;
3. Existing Bank Account details;
4. Letters of support from relevant government bodies (if applicable)
5. Partnership letter (if applicable)
6. C.Vs/TORs of key personnel
7. Evidence of past projects/grants
8. Audit report
9. Minutes of meeting of Board of Trustees in the last 12 months or such other minutes, as applicable

6.0. THE GRANT APPRAISAL COMMITTEE

The Grant Appraisal Committee (GAC) is an authorized body in charge of the review, selection and approval of submitted grant concept notes and project proposals to ensure full transparency and equity of the process.

Roles of the GAC Pre-Grant approval:

- Develop the grant proposal selection procedure and evaluation criteria for grantees
- Review concept notes and full project proposals
- Recommend long-list of qualified NGOs for the grant
- Shortlist potential grantees (the finalists)
- Select grantees, taking into account UNODC's and NAPTIP's principles, objectives, foci areas and agreed evaluation criteria

- Respond to any grievances by applicants
- Provide feedback to applicants on successful/unsuccessful proposals
- Conduct assessment visits of final shortlisted grantees

Roles of the GAC Post-Grant Approval:

- Monitoring and evaluation of grant projects
- Review its own performance on a regular basis and take necessary steps, in consultation with UNODC and NAPTIP to ensure that the committee continues to work well for other grant process;
- Participate in grant review/interaction meetings, to discuss matters which include technical issues emerging during implementation and lessons learned and advice for the Program on such issues
- Develop an SOP, based on the experience in the grant process for awarding grants by NAPTIP and other entities, as appropriate

Members of the Grant Appraisal Committee shall perform their duties on the basis of their official functions in their respective organizations without additional remuneration. The Grant Appraisal Committee consist of members invited based on the specific nature of project under consideration. The Grant Appraisal Committee may decide to request Independent Expert opinion during the grant project selection process.

7.0. GRANT APPLICATION DOCUMENTS

These documents can be downloaded and viewed on the website by clicking on the hyperlink:

<http://www.unodc.org/nigeria/en/grants-application-documents.html>

1. Concept Note Form - <http://www.unodc.org/nigeria/en/grants-application-documents.html>
2. Evaluation criteria for full project proposals - http://www.unodc.org/documents/nigeria//Grants_Applications/Evaluation_Criteria_for_full_project_proposals.pdf
3. Proposal application form - http://www.unodc.org/documents/nigeria//Grants_Applications/PROPOSAL_APPLICATION_FORM.pdf
4. Budget Template- http://www.unodc.org/documents/nigeria//Grants_Applications/Budget_Template.pdf
5. Reporting, Monitoring and Evaluation- http://www.unodc.org/documents/nigeria//Grants_Applications/Reporting_Monitoring_Evaluation.pdf
6. 'Knowledge, Attitudes and Perceptions on Trafficking in Persons and Smuggling of Migrants in Nigeria - A Baseline Survey' - <http://www.unodc.org/nigeria/en/grants-application-documents.html>

Additionally, interested parties may visit the UNODC and NAPTIP website to download the above documents. Additionally a wealth of material and information on TIP and SOM may also be obtained from the said websites.