

Improving the inclusion of older men and women with and without disabilities from SYR and JOR into humanitarian response with a focus on health and protection.

“Leaving No One Behind – Phase II”

Contracting Authority: HelpAge International

Aim: Provision of sub-grants for national organizations to establish safe spaces for older people and older people with disabilities in host communities to promote inclusion of older people and older people with disabilities in humanitarian programmes, civil society, and social mobilizations which include peer to peer support, recreational activities, physical activities, social activities. These spaces will create self-support mechanisms for older people and people with disability (Syrian refugees and host community citizens).

Deadline for submission of proposal: Wednesday December 11, 2019

Notice

This is an open Call for proposals, where all documents are submitted together. Supporting documents along with the application form should be submitted as one package preferably through electronic email or in person at the HelpAge International Jordan Office.

1. INTRODUCTION

1.1 CONTEXTUAL BACKGROUND

Jordan currently has 500,000 people aged over 60 (Department of Statistics, 2016), accounting for 5.4% of the Kingdom's total population. According to the Global AgeWatch Index, this share will rise to 8.6% and 15.4% respectively by 2030 and 2050. The index, which analyses the factors of social and economic well-being of older people worldwide, lists Jordan in 85th place out of 96 in 2015. While the country is middle ranking in the area of income security (58), the coverage with pension payments (42%) is below the regional average (49%). Other factors such as life expectancy at the age of 60 and access to job opportunities (additional income for retirement, etc.) are also below the regional average.

Since the beginning of the crisis in neighboring Syria, Jordan has taken in a large number of refugees. About 671,579 refugees (as of March 2019) are registered in Jordan, about 140,000 are unregistered (there are also estimates that the number of unregistered refugees is also about 650,000)¹. The refugees thus account for about 15% of the country's total population, which puts great pressure on the country's already scarce resources. 83% of the refugees live outside refugee camps, 28% of them in Amman. About 25,000 (4%) of the registered refugees are 60 years old or older, about 60% of whom are women. In addition, about 19,000 (3%) of the registered refugees are people with disabilities.

In 2018, HelpAge International in Jordan conducted a comprehensive assessment aiming to clearly identify the vulnerabilities, capacities, needs, and gaps in assistance for older people in the Jordan context. This study revealed health risks, lack of access to health services, psychosocial risks and protection challenges. Access to adequate healthcare is one of the most urgent needs of older people living in underserved areas. According to the HelpAge survey, 95% of older men and women (Syrian refugees and Jordanians) reported having one or more chronic conditions; diabetes, high blood pressure and cardiovascular diseases are the most prevalent and 34% of those surveyed could not access medication. The reason for the lack of access to medication was stated to mainly be financial constraints (58%) and immobility (15%). Many older people are reliant on other's support. 35% were fully dependent on others support mainly financial support. Older people in Jordan need to receive more attention by both

¹ <https://reliefweb.int/report/jordan/unhcr-jordan-factsheet-march-2019>

government and civil society organizations, so that they are no longer left behind.

This is further compounded by the low levels of physical mobility reported by older people, various communication impairments and low literacy level. These are more pronounced for older women, with 78% reporting low or no mobility (compared to 67% of older men). Furthermore, 72% of older women cannot read or write (compared to 35% of men) which, if left unaddressed, may create specific protection risks and further impede access to the humanitarian assistance.

In the assessment many challenges were identified around psychosocial risks and protection. Perception of personal autonomy among older Syrian refugees was limited. When further broken down, gender distinctions emerged with only 46% of older women defining themselves as decision-makers compared to 54% of men. A mere 3% of Syrian refugees felt they were fully active community members and shockingly although living in a highly social context and not facing displacement, 42% of older Jordanians admitted to feeling lonely and 38% acknowledged they do not participate in social activities.

One additional gap is the lack of consultation of older men and women on various humanitarian services. Less than one-quarter (22%) of the surveyed older people acknowledged that they had ever attempted to give constructive feedback. And if efforts were made to give feedback to organizations, three-fourths believed they were not listened to by staff.

1.2 GENERAL PROJECT BACKGROUND

The purpose of this project (**Leaving No One Behind – Phase II**) is to target older men and women (60+) in Jordan (Syrian refugees and host communities' citizens) to ensure that they have access to protection-based programming provided by national organizations. Overall, this project through multiple activities which will be outlined below, aims to train 500 staff from 75 national and international organizations and private sector on age inclusive programming models. Additionally, HelpAge will partner with three (3) national organisations who will run community-based protection and psychosocial support (PSS) activities program for older men and women (60+) for a period of 12 months. The three partner organisations will also receive tailored technical support on the inclusion of older people in their humanitarian interventions. Moreover, these three organisations will also be provided with sub-grants to mainstream age inclusive

protection and PSS activities in their programme interventions. This programme will target 3,000 older men and women (60+) particularly those with specific needs or vulnerabilities, through age inclusive protection and psychosocial support (PSS) intervention by national organizations and by promoting meaningful participation of those benefiting from this programme. This will inevitably, allow older men and women increased wellbeing and an overall increased access to general protection & health activities. Including

1.3 OBJECTIVES OF THE PROJECT

Under this project HelpAge International aims to contribute to the reduction of extreme suffering among most vulnerable older Syrians and Jordanians and older people with Disabilities has been made.

Sub Grants Objectives:

Major Objective:

- To increase the **inclusion of older people** with and without disabilities in protection activities by providing small scale funding to actions that will enable national organizations to re-model some of their existing programmes or pilot and mainstream age inclusive protection activities and collection of disaggregated data on age, sex and disability in their existing programmes.

Specific Objectives:

- Older people and older people with disabilities have their protection concerns and capacities identified and monitored.
- Older people and older people with disabilities with protection concerns have access to protection services and are protected from risks of physical and psychological harm.
- Older people and older people with disabilities are included in prevention of violence, exploitation and abuse, and in empowerment activities.
- Older people with and without disabilities are empowered to know what their rights are in relation to protection and health.

- To build the capacity of older people with and without disabilities to participate in awareness-raising campaigns in their communities.

Proposals that do not meet these objectives will not be evaluated.

2. RULES FOR THIS CALL FOR PROPOSAL

The following guidelines set out the rules for the submission, selection and implementation of the actions financed under this call for proposal.

2.1.1. Eligibility of Applicants

2.1 ELIGIBILITY CRITERIA

In order to be eligible for a sub-grant, the applicant must meet the following criteria:

- National Organizations
- Be a legally registered entity, initiatives groups, Self Help Group, CBO (with structured management and financial structures in place)
- Have a current protection program
- Have a code of conduct and safeguarding policies and willingness to oblige by HAI procurement and operational standards
- Have a comprehensive organization profile
- Have a current physically accessible community center and willing to make it age-inclusive
- Able to pass HelpAge partnership assessment-further details will be provided in the introduction session on **Thursday November 28,2019**
- Demonstrate a strong interest to work and make a difference for older people.
- Has been audited by another donor or has themselves conducted an audit in the last two years

2.1.2 Eligible Actions: actions for which an application may be made

Location

The program must take place in Jordan and within any of the following host communities: **Amman, Zarqa, Mafraq or Irbid**

Types of action

The types of action which are eligible and may be financed under this call for proposal are those directly contributing to the achievement of the **objectives** stated above within the specific timeframe. Projects should be designed in such a way that a clear objective and target group is defined and that they contribute to a structural change and have long term impact. Sustainability plan for the center and activities should be clearly outlined. Duplication must be avoided.

Types of activity

The applicant is responsible for identifying the appropriate set of activities necessary for the achievement of the action's objectives.

Activities should be aimed at the promotion and protection of the rights and inclusion of older people and older people with disability in community-based activities and humanitarian programmer, and should have a multiplier effect (i.e. a possibility for replication and extension of the outcomes). Additionally, selected partners with whom HelpAge signs an agreement with will receive tailored technical support and training. This will support improvements to their organizational policies and practices, and ultimately facilitate mainstreaming of ageing in their humanitarian interventions. The program design should be based on the Humanitarian Inclusion Standards for Older People and People with Disabilities. Further guidance and information can be found in the link below

https://reliefweb.int/sites/reliefweb.int/files/resources/Humanitarian_inclusion_standards_for_older_people_and_people_with_disabi...pdf

The activities **may** include:

- a) Identifying which activities are already in place and could be re-modeled or re-adapted to include and target older people (60+) both Syrian Refugees and Jordanians.
- b) Adapt protection assessment and monitoring tools to collect information on the protection concerns and capacities of older people

- c) and people with disabilities, including dis-aggregated data on age, sex and disability.
- d) Provide appropriate services and support to older people and people with disabilities at risk of protection concerns.
- e) Address and monitor barriers to accessing protection response services.
- f) Community-based protection activities
- g) Awareness-Raising sessions or training workshops (Rights, access to information, communication, etc.)
- h) Campaign actions that include older people and people with disabilities (suggested days World Humanitarian Day (19 Aug), World Health Day (10 April), International Day of Older Persons (1 Oct).

***Please note that this list is not meant to be exhaustive or prescriptive in any way.*

To achieve sustainable results, all applicants are highly encouraged to include in their actions specific activities aimed at increasing the inclusion of older people in protection activities and a draft plan for their sustainability.

Participants should also keep in mind that if granted the money they will need to document all the process of project implementation with case studies, best practices and lessons learnt for publication, and sharing purposes. Partners who are awarded the sub-grant will receive technical support in addition to various operation and management training including reporting, monitoring and evaluations, financial and procurement procedures.

Number of applications and grants per applicants

The applicant may **not submit more than one application** under this Call for Proposals.

The applicant may **not be awarded more than one grant** under this Call for Proposals.

2.2 FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING

2.2.1 Sub-grant Budget and Duration

AUTHORITY AND DURATION

The overall indicative amount made available under this Call for Proposal is maximum EUR 28,300 (JOD 22,000) over a period of 12 months. The Contracting Authority reserves the decision on the distribution of the sub-grant. Similarly, this amount could be increased should more funds become available.

2.2.1 Results and Measurability:

All projects must demonstrate **feasibility and show defined and quantifiable tangible Outcomes.**

3. HOW TO APPLY AND THE PROCEDURES TO FOLLOW

3.1 Application Forms

Applications must be submitted in accordance with the instructions on the proposals in a flexible format and the full application form attached should be filled.

Applicants may apply in **English or Arabic.**

Interested Candidates should provide the following documents:

- 1- HelpAge Application Form (signed, stamped and dated)
- 2- Valid Registration License
- 3- Comprehensive Organization Profile with Structured Management and Financing
- 4- Concept Note and Initial Scope of Work (SOW) For the Proposed Activities
- 5- Initial Budget
- 6- Sustainability Plan for The Activities Proposed
- 7- Organization Protection Policy
- 8- Organization Code of Conduct

- 9- Pictures of the existing community center- preferably Geo-tagged photos (further details on how to take geo-tagged pictures will be explained in the introduction session on Thursday November 28,2019

3.2 Where and How to Send Applications

Applications must be submitted no further than (Wednesday **December 11, 2019**) either:

- A- As an electronic file at knowledgeandresourcehub@helpage.org

All attached documents required to be signed must be included in the electronic copy.

- B-** Or in-person at HelpAge International Jordan Office - Building:43, 1st floor, Al Sharee'a College Street, Jabal Al Weibdeh, Amman, **Jordan from 8:00 am till 6:00 pm Sunday to Thursday Tel: +962 (0) 6 4640241**

***** if submitted in person- application form along with supporting documents should be complied in one closed stamped envelope and placed in the bidding box by the applicant himself**

Applicants must verify that their application is complete. Incomplete applications may be rejected.

3.3 Deadline for Submission of Applications

The deadline for the submission of applications (electronically and in-person) is Wednesday December **11, 2019- 6.00 PM**. Any application submitted after the deadline will automatically be rejected.

3.4 Further Information About Applications

The Contracting Authority will conduct an introduction session on Thursday 28,019-**from 12: pm till 1:30 pm** to provide further clarification on requirement and answer any concerns or questions that may arise.

To ensure equal treatment of applicants, the Contracting **Authority cannot give a prior opinion** on the eligibility of applicants, affiliated entity (ies), an action or specific activities.

APPLICATION FORM طلب التقديم**1- Contact Information of applying organization** مع معلومات التواصل مع المنظمة المتقدمة بالطلب

| | | | |
|--|--|--|--|
| Name of your organization إسم المنظمة | | Name of contact person إسم الشخص المسؤول | |
| Address (please include city) العنوان (الرجاء الإشارة إلى المدينة) | | His/her current position المنصب الحالي | |
| Organization Phone number رقم هاتف المنظمة | | Phone No. of contact person رقم هاتف الشخص المسؤول | |
| Website address (if applicable) الموقع الإلكتروني (إن وجد) | | E-mail address البريد الإلكتروني | |

2- Type of applying organization: فئة المنظمة المتقدمة للطلب

| | |
|--|---|
| Type of registration (tick as appropriate) فئة التسجيل (الرجاء إختيار الفئة المناسبة) | <input type="checkbox"/> Self Help Group مجموعة المساعدة الذاتية <input type="checkbox"/> Community Based Organization منظمات المجتمع المحلي <input type="checkbox"/> Non-Governmental Organization منظمة غير حكومية <input type="checkbox"/> Other, please specify (الرجاء تحديد الفئة) |
| - Organization is legally registered | <input type="checkbox"/> Yes <input type="checkbox"/> No |

| | | |
|--|----|-----|
| المنظمة مسجلة قانونيا | لا | نعم |
| -Date of registration (dd/mm/yyyy) تاريخ التسجيل | | |
| -Registration number رقم التسجيل | | |

3- Organization structure and policies of the applying organization

الهيكل التنظيمي وسياسات المنظمة المتقدمة

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| Does your organization have a defined organization chart? If yes, please attach هل لدى مؤسستك مخطط هيكل محدد؟ إذا كانت الإجابة بنعم ، يرجى إرفاقه | <input type="checkbox"/> Yes لا | <input type="checkbox"/> No نعم |
| - Does your organization have a defined financial and procurement procedures? If yes, please attach هل لدى مؤسستك إجراءات مالية وإجراءات شراء محددة؟ إذا كانت الإجابة بنعم ، يرجى إرفاقها | <input type="checkbox"/> Yes لا | <input type="checkbox"/> No نعم |
| -Does your organization have a defined protection policy? If yes, please attach هل لدى مؤسستك سياسة حماية محددة؟ إذا كانت الإجابة بنعم ، يرجى إرفاقها | <input type="checkbox"/> Yes لا | <input type="checkbox"/> No نعم |
| -Does your organization have a defined code of conduct?? If yes, please attach | <input type="checkbox"/> Yes لا | <input type="checkbox"/> No نعم |

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|---|---|
| هل لدى مؤسستك مدونة قواعد سلوك محددة؟ إذا كانت الإجابة بنعم ، يرجى إرفاقها | |
| Does your organization have an existing community center space (age friendly), if yes, please provide pictures? هل لدى مؤسستك مساحة في المركز المجتمعي (ملائمة للعمر) ، إذا كانت الإجابة بنعم ، يرجى تقديم صور | <input type="checkbox"/> Yes <input type="checkbox"/> No لا نعم |

4- Vision, mission/structure of the applying organization ^{الرؤية} والرسالة / هيكل المنظمة المتقدمة

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| Briefly state Vision, Mission and description of your organization and its objectives اعرض بإيجاز الرؤية والرسالة والوصف لمؤسستك وأهدافها | Vision: ^{الرؤية} |
| | Mission: ^{والرسالة} |
| | Current target groups ^{المجموعات الحالية المستهدفة} |
| | Key objectives. ^{الأهداف الرئيسية.} |
| | Current Protection programmes ^{برامج الحماية الحالية} |
| | Current Location of Community Center. Is the community center accessible to older people and older people with disabilities? ^{هل مركز المجتمع متاح لكبار السن وذوي الاحتياجات الخاصة من كبار السن؟} |

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5- Previous experience of the applying organization الخبرة السابقة للمنظمة المتقدمة

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| <p>Does your organization have previous experience in protection programme and psychosocial support activities (PSS) for older people and older people with disability, or participated in any? if yes, please elaborate</p> <p>هل لدى منطمتك خبرة سابقة في برنامج الحماية وأنشطة الدعم النفسي الاجتماعي (PSS) لكبار السن وذوي الاحتياجات الخاصة، أو شاركت في أي منها؟ إذا كانت الإجابة بنعم، فيرجى توضيح ذلك</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>لا نعم</p> |
| <p>Have your organization received any grants from other international NGOs? If yes, please specify</p> <p>هل تلقت منطمتك أي منح من منظمات غير حكومية دولية أخرى؟ إذا اجبت بنعم، من فضلك وضع</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>لا نعم</p> |

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| <p>Has your organization ever received a sub-grant from HelpAge International? If yes please specify</p> <p>هل سبق أن حصلت مؤسستك على نموذج منحة فرعية HelpAge International؟ إذا اجبت بنعم، من فضلك وضح</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
| <p>Has your organization ever been trained on reporting requirements, financial and procurement procedures by INGO? If yes, please specify</p> <p>هل سبق أن تم تدريب مؤسستك على متطلبات إعداد التقارير والإجراءات المالية وإجراءات الشراء من قبل INGO؟ إذا اجبت بنعم، من فضلك وضح</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
| <p>Has your organization ever partnered or worked with INGO or Local NGO? If yes, please specify</p> <p>هل سبق لشركتكم أن شاركت أو عملت مع منظمة غير حكومية أو منظمة غير حكومية محلية؟ إذا اجبت بنعم، من فضلك وضح</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |

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|--|---|
| <p>Has your organization been audited by another donor or has themselves conducted an audit in the past two years? If yes, please specify?</p> <p>هل تمت مراجعة مؤسستك بواسطة جهة مانحة أخرى أم أنها أجرت عملية تدقيق في العامين الماضيين؟ إذا اجبت بنعم، من فضلك وضح؟</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
| <p>Please specify in what areas you believe your organization will need more training and technical guidance. (Protection of older people, older people's rights and empowerment activities, Humanitarian Inclusion Standards (HIS) , promoting meaningful participation, PSS activities, health, operation and management including financial and procurement procedures, Reporting)</p> <p>يرجى تحديد المجالات التي تعتقد أن مؤسستك فيها ستحتاج إلى مزيد من التدريب والإرشادات الفنية (حماية المسنين ، حقوق المسنين وأنشطة التمكين ، معايير الشمول الإنساني (HIS) ، تعزيز المشاركة الفعالة ، أنشطة PSS ، الصحة ، التشغيل والإدارة بما في ذلك الإجراءات المالية وإجراءات الشراء ، إعداد التقارير)</p> | |

Please list any activity related to protection of older people and vulnerability groups that your organization have conducted and had an impact in the community?

يرجى ذكر أي نشاط يتعلق بحماية كبار السن ومجموعات الضعف التي قامت بها منظماتك وكان لها تأثير في المجتمع؟