**DIF Uganda Call – Call for Proposals**

**Full Proposal Template**

\*This document is provided, **only** to help you prepare your answers before submission. Applications submitted by any means other than the Google form will not be accepted.\*

Welcome to the Full Proposal development stage for the Dutch Relief Alliance Innovation Fund Call for Uganda. Congratulations for having been shortlisted as a result of sending your Expression of Interest. Please note this phase of application is **by invitation only**.

You will notice there are several similar questions in the Full Proposal template compared to the Expression of Interest stage. Please feel free to reuse and expand on the responses you have already submitted. Note some of the character limits have been increased and some new questions have been added. For ease of reference, these changes are highlighted in yellow in this document.

Please make sure you **integrate the feedback provided by the External Review Panel** on your EoI and call details in your full proposal. In general, the External Review Panel is requesting you to provide both quantitative and qualitative evidence in your answers, and to be specific in your descriptions. So instead of saying: *the proportion of the poor population has increased*, try saying: *as demonstrated by the 2019 National Survey, the proportion of the poor population increased from 17.2 percent to 20.4 percent corresponding to about 8 million people.*

**During the preparation of the full proposals, support is available to you by the following means:**

* The Chairperson of the External Review Panel has shared with you the feedback on your EoI and can be contacted for clarifications **until 11 November**. Contact Eddie Sembatya eddie.sembatya@findingxy.com
* If you are applying under Stream 2/if you are a local partnership, the RIL team can provide some business development support to help you strengthen your proposal. Particularly we can support you in making sure you are filling out the Annexes as per expectations. This support is proposed for Stream 2 applicants as it is expected that Stream 1 applicants are familiar with the type of annex tools provides. Contact dif3- uganda@responseinnovationlab.com **until 11 November.**
* For any other questions under each stream, please also reach out to dif3- uganda@responseinnovationlab.com. Please note, **questions will be answered until Friday 13 November 5pm Uganda time**. We cannot guarantee answers to questions received after that time.

The following **supporting documents are requested**:

* Annexes as per template - <https://www.responseinnovationlab.com/uganda-dra-call>
	+ A – Instructions
	+ B – Logframe
	+ C – Innovation Features
	+ D – Iteration Diary
	+ E – Implementation Plan
	+ F – Budget
* Signed MoU or letter stating intent of partners to collaborate on this project. This document should not be exceeding 10Mbs.
* One single supporting document in which you should include all the graphs and pictures you deem relevant to the innovation proposal. This document should not be exceeding 10Mbs.

**Deadline:** Proposals should be submitted via the online Google form before 15 November by midnight Uganda time. Applications received after the deadline will not be reviewed.

<https://docs.google.com/forms/d/e/1FAIpQLSfsoZkrfW88IzV3D-dnvRkU5uZvLtpvRi8wJEZKp99EjMMyIA/viewform?usp=sf_link>

**GENERAL INFORMATION**

No points attributed in this section but answers will help understand your partnership rationale.

**Application Details**

**Name of Innovation Project**:

**Lead Applicant**

Organisation Name

Organisation Type

* NGO/CSO/CBO/civil society
* private sector (startup and larger enterprise)
* academic or research institution
* government-related structure
* UN

Registration Status

* Local actor
* International actor

Contact person and details for further information

(include: Name, position, phone number and e-mail address)

**For each co-applicant, the following information will have to be provided**

Organisation Name

Organisation Type

Registration Status

**Under which DIF funding stream are you applying?** Select 1 answer only

1. Stream 1 (maximum EUR 500,000, project led by DRA-affiliated organization, minimum 3 partners needed)
2. Stream 2 (maximum EUR 150,000, project led by a local partner, minimum 2 partners needed)

**Which challenge-statement will your innovation project address?** Select 1 answer only

1. **Energy Challenge 1** - How might we improve accessibility (distance) for refugees (in particular women) to be able to purchase quality and affordable clean energy solutions and/or obtain after sales/maintenance?
2. **Energy Challenge 2 -** How might settlement-level businesses, institutions and humanitarian stakeholders be supported in a transition to clean energy so as to serve community needs better and preserve the environment?
3. **Safety & Protection Challenge 1** - How might we improve the relationship between refugees and host community youths so that we enhance the social cohesion in refugee settlements?
4. **Safety & Protection Challenge 2** - How might we facilitate communities and strengthen community systems to design and implement improvements in access to and quality of PSS services for refugees?

**Is your innovation project also connected to any other challenge statements?**

Connecting to more than one challenge does not provide more points. Multiple answers possible.

1. Energy Challenge 1
2. Energy Challenge 2
3. Safety & Protection Challenge 1
4. Safety & Protection Challenge 2

**INNOVATION PROJECT IDEA (max 45 points)**

**Summary of Innovation project –** Provide a high-level summary about what the innovation proposal sets out to do, link it specifically to the challenge(s) it addresses, highlight any plans for user-consultations (human-centered design) and specify the role of the different partners. 1000 characters including spaces – 5 points

**Please provide an assessment of the challenge your project will address?** What is the situation like specifically in the areas you are planning to target? Who are the most affected by this challenge? Max 1500 characters including spaces - 5 points

**What is your innovative solution to this challenge?**

* What type of innovation are you proposing? Multiple choices possible – no point
	1. **Product innovation**: changes in the products and services which an organisation offers.
	2. **Process innovation**: changes in the ways in which products and services are created or delivered.
	3. **Position innovation**: changes in the context in which the products and services are framed and communicated.
	4. **Paradigm innovation**: changes in the underlying mental models which shape what the organisation does.
* Please explain your innovation project idea, why it is a solution to this challenge and what changes does it introduce to the current situation? Max 1000 characters including spaces - 5 points
* Please explain the uniqueness / innovativeness of the solution - how is it different from ongoing solutions / approaches? Max 1000 characters including spaces - 5 points

**Describe your target group(s)?** Who will be the primary users of your solution? Who are the beneficiaries? How many people will benefit from this project (approximate number)? Which gender and age groups or other specific demographics will you focus on? How will you ensure inclusivity? Max 1200 characters including spaces - 5 points

**What proof of concept / minimum viable product do you have of this innovative solution?**

Please explain what evidence exists from past use of this innovation that makes it relevant to the current context and challenge? Also explain how you are building on lessons learned from those past experiences and user feedback (either your own organization’s or other organizations’ learning)?

Max 1200 characters including spaces – 5 points.

**Human-centered design:** How are target groups / users included or participating in the process of setting up and using/testing the solution?

Please highlight any consultations conducted or user-feedback collected to date as well your plans for regular consultations during the project.

Max 1500 characters including spaces - 5 points

**What is the intended impact of your project?** What direct outcomes do you envision through implementing this project? How will your solution create measurable change for its users and others that are indirectly impacted? Please make sure the answer to this question connects to the information provided in the Logframe in annex B – see template: <https://www.responseinnovationlab.com/uganda-dra-call>.

Max 1500 characters including spaces - 5 points

**How does the intended outcome of your project compare to the current situation?** Explain how this innovation will lead to more impact and/or less costs regarding the challenge it addresses. Please specify different outcomes/changes for different target groups (users, partners, systemic change). Max 1000 characters including spaces - 5 points

**IMPLEMENTATION PLAN (max 40 points)**

The three first questions below will be scored out of a total of 5 points (geographic area, duration, budget)

**Which geographical area will your project target?**

* Adjumani
* Arua
* Isingiro
* Kampala
* Kamwenge
* Kikuube
* Kiryandongo
* Koboko
* Kyegegwa
* Lamwo
* Moyo
* Obongi
* Yumbe

**What is the intended duration of your project (between 6 and 12 months)?**

**How much DIF funding are you applying for and what is the total project budget?** Please provide your answer in euros in this format: The total project budget is EUR XXX of which the request to the DIF is for EUR XXX.

**Include a narrative explanation of the budget, explaining key choices.** Please make sure to relate this to the budget template (annex F) - see template: <https://www.responseinnovationlab.com/uganda-dra-call>. Max 500 characters including spaces - 5 points

**Describe how you intend to implement the project.** Explain what major activities will be undertaken, and by whom. How will implementation be managed to ensure success? Please make sure to relate this to the implementation plan you are providing in annex E. ADD link.Max 1000 characters including spaces - 5 points

**What do you want to learn from this pilot?** And how do you plan to collect that learning? Note that your response should be broader than only use of Annex C and Annex D but can build on the information provided in those annexes. Max 1000 characters including spaces - 5 points

**What risks do you anticipate in the implementation of this project?** 800 characters including spacing – 3 points

**How do you plan to mitigate these risks?** Be specific and concrete.Max 800 characters including spaces - 2 points

**Sustainability:** The funding from the DIF is intended to be an investment towards improved outcomes rather than funding for activities with no perspective for lasting impact beyond the project duration.

* How will the outcomes of this innovation pilot project contribute to impact beyond the duration of this project? Be specific; after the funding ends, who will continue to do what where, what infrastructure will remain and how will that continue to generate impact etc. Max 800 characters including spaces - 5 points
* What opportunities for scaling do you see? What are plans and ambitions for the next phase (for example: larger interventions, integrating these in regular programming, mainstreaming?) and how does the project set the ground for those ambitions? Max 800 characters including spaces - 5 points
* How will this sustainability be realized from a financial point of view? How will this innovative solution be able to continue to run after the funding for this project ends, or how will the scale up phase be financed? Max 800 characters including spaces - 5 points

**PARTNERSHIP STRUCTURE (max 16 points)**

**Describe the role that will be played by each organization partnering for this project?** Max 600 characters including spaces – 2 points

**Partnership value:** Specify why your organization, together with the co-applicants, are well positioned to deliver this project. How are your respective experiences and areas of expertise/capacities relevant and in complementarity to the project? Max 800 characters including spaces – 5 points

**How are you supporting equal partnership** amongst the organizations that are part of this application? If your partnership includes local and international actors, how are you ensuring that the local actors are given opportunities to be leaders in this project and to grow? Max 1000 characters including spacing – 5 points.

**Team capacity:** Provide a brief description of the team/staff member roles in this partnership or profiles that will be recruited. Highlight past experiences of the different partners and team members that will contribute to making this new project a success. Max 500 characters including spacing – 3 points.

**SUPPORTING DOCUMENTS (max 15 points)**

You will be requested to provide the following annexes - see template: <https://www.responseinnovationlab.com/uganda-dra-call>.

* Logframe (Annex B), implementation plan (Annex E) and other M&E tools (annex C and D) as per template here - **mandatory**
* Detailed budget as one of the tabs also included in the same template (Annex F) - **mandatory**
* Signed MoU or letter stating intent of partners to collaborate on this project. **mandatory -** Max size of attachment allowed is 10MB
* One single supporting document in which you should include all the graphs and pictures you deem relevant to the innovation proposal **optional -** Max size of attachment allowed is 10MB
* **Any website-links you want to share to provide additional information on your intended innovation can be added. - optional**

**Scoring for supporting documents:**

* 5 points on the budget (annex F)
* 10 points on the logframe, implementation plan and other M&E tools (annex B to E)
* Other attachments: no points attributed.