

# NGO COORDINATING COUNCIL

for gender and development



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**DATE:** 14<sup>TH</sup> May 2019  
**TO:** All NGOCC Member Organisations  
**FROM:** NGOCC – Grant Management Unit

Dear Members,

**RE: ANNOUNCEMENT OF SECOND CALL FOR APPLICATIONS TO THE NGOCC BASKET FUND SUPPORTED BY SWEDISH EMBASSY**

NGOCC Grant Management Unit is announcing the **SECOND CALL** for proposals to the Basket Fund under the Swedish Embassy Funding. This therefore, serves to invite you to send in your proposal applications. This Call will run from **17<sup>th</sup> May to 17<sup>th</sup> June 2019 for Category 1 & 2 and to 1<sup>st</sup> July 2019 for Category 3. The focus of the Call is on the Four NGOCC Strategic Pillars listed below although priority will be given to proposal applications on Governance and Women's Leadership and also on Climate change mitigation and Resilience:**

Pillar 1: Women's Economic Empowerment	
Long-term Outcome	Short term Outcome
Increased income generated by women with productive resources they own in NGOCC operational areas	Increased proportion of women in NGOCC operational areas that own and have control over land
Pillar 2: Sexual Reproductive Health and Rights	
Long-term Outcome	Short term Outcome
Teenage/young women pregnancies and child marriage prevalence reduced in NGOCC operational areas	Enhanced attitudes and responsible sexual/reproductive behavior among women and girls in NGOCC operational areas  Increased knowledge on child marriage and appreciation of the value of education by communities in NGOCC operational areas

Southern Province  
Coordinating Office  
P. O. Box 61266  
Livingstone  
Tel: 0965 970161  
Telefax: 03-323675

North-Western Province  
Coordinating Office  
P. O. Box 110177  
Solwezi  
Tel: 0965 970160  
Telefax: 08-821035

Central Province  
Coordinating Office  
P. O. Box 80272  
Kabwe  
Tel: 0965 970162  
Telefax: 05-221492

Northern Province  
YWCA  
P. O. Box 41746  
Kasama  
Telefax: 04-4221068

Luapula Province  
Mansa District  
Women's Development  
Association  
P. O. Box 710181  
Mansa

Eastern Province  
Chipata District  
Women's Development  
Association  
P. O. Box 510015  
Chipata

Pillar 3: Governance and Women's Leadership	
Long-term Outcome	Short term Outcome
Increased representation of women in political and public decision-making positions	Enhanced academic qualifications and leadership/campaigning capacities of potential female leaders  Gender increasingly mainstreamed in public institutions and political parties  Positive attitude by members of the public towards women's leadership
Pillar 4: Climate change mitigation and Resilience	
Long-term Outcome	Short term Outcome
Enhanced efficiency and decreased health hazards for women and girls through use of alternative and modern sources of energy in NGOCC operational areas	Increased use of alternative and modern sources of energy by women and girls in NGOCC operational areas

All NGOs should include sustainability plans in the proposals. NGOCC will ensure that 70% of the grant is channelled to rural based projects.

**Note: In your proposals please explain how you will work with the media in enhancing visibility of the project.**

Kindly be reminded that as part of the application process, the following documents must be sent together with the proposal:

1. Form Y - See attached form which includes page 2 which is the actual proposal format that has to be written in detail; **Please note that each thematic focus has its own Form Y. Kindly ensure that you use the correct Form Y depending on which thematic area your organisation would like to focus on.**
2. Detailed Project Proposal using the format on page 2 of form Y- with detailed Activity Based Budget (Ensure unit costs).
3. Latest verifiable bank account statement;
4. List showing names of the current management team with NRC numbers, addresses and contact phone numbers
5. Copy of the Certificate of Registration of NGO;
6. Copy of the Constitution of the NGO;
7. Report from previous and latest NGOCC funded project and the 2017 and 2018 Organizational Annual report
8. A copy of the 2019 receipt as proof of renewal of membership;
9. NGOs in Category 1 and 2 are to submit their latest Management Letter and Audited Financial Reports, the latest audited report should be 2018 or 2017. MOs in category 3 are to submit a letter detailing how their funds are managed and their readiness to have their books checked by an external auditor.

All members should send all the above listed nine (9) documents, failure to which proposals will be rendered ineligible.

Further, note that the member organizations that benefited from the Swedish Embassy First Call for proposals and are still implementing and those that have not paid their 2019 Membership Subscription will not qualify. This also includes suspended organizations and those that have not resolved outstanding issues on their progress reports.

Kindly note that the **Closing Date** for submission of the proposals is **17<sup>th</sup> June 2019 for Categories 1 & 2 and 1<sup>st</sup> July 2019 for Category 3**. The maximum amount to be applied for MOs under **Category 1 is K400,000, Category 2 is K150,000 and Category 3 is K54,000**.

Further, be informed that the Swedish funding will **NOT** support construction, purchase of office space and holding of Annual General Meetings.

The detailed proposal applications to be addressed to the following:

The Coordinator – Institutional Capacity Development  
NGOCC – Grant Management Unit  
Plot No. 5168, Nchoncho Road  
Light Industrial Area  
P.O Box 37879  
Lusaka

Should you require more information please contact us on:

Telephone : 224065, 224727 and 227517; Fax: 227514  
E-mail : [info@ngooc.org.zm](mailto:info@ngooc.org.zm), kizchal2@yahoo.com

We wish you every success.

Yours Sincerely  
for/ **NGOCC/GMU**



Kizito Chalwe (Mr.)

**Coordinator – Institutional Capacity Development**