

INTERNATIONAL PROGRAMS

INTERNATIONAL CALL FOR PROPOSALS 2018



Sidaction launched its international call for proposals for the first time in 1997. This call for proposals is the main support tool of Sidaction's international programs for community-based organizations. Its purpose is to ensure funding for programs of nonprofit organizations to fight AIDS at the international level, according to the priorities and political and budgetary orientations set by the Board of Directors of Sidaction.

Driven by the desire to place people living with HIV at the center of activities, it aims to complement other available funding (in order to prioritize programs that are barely or not supported by other donors) as well as national health systems, and to work in synergy, both with the other departments of Sidaction (notably the Programs in France and the Scientific Programs) and through the development of intercommunity networks and cooperation with other organizations in the fight against AIDS.

The funds awarded under this international call for proposals mainly come from private funds collected by Sidaction from donors in France.

The projects are evaluated by a committee of independent and voluntary experts, the International Committee, appointed by the Board of Directors of Sidaction and comprised of varied and complementary profiles: nonprofit organization leaders, doctors, pediatricians, researchers, pharmacists, thematic experts (advocacy, harm reduction related to drug use, LGBT issues, children, etc.). The International Committee assesses the grant applications that meet the eligibility criteria. It then proposes funding awards according to the quality and relevance of the projects assessed, which are then submitted for approval to the Board of Directors of Sidaction.

1. ELIGIBILITY CRITERIA

→ Eligible organizations

The international call for proposals is a restricted call for proposals: only the organizations invited to apply can do so. According to the geographical policies determined by the Board of Directors of Sidaction, eligible organizations must:

- Have their head office and carry out activities in one or more of the following countries: Azerbaijan; Benin; Burkina Faso; Burundi; Cameroon; Congo; Ivory Coast; Djibouti; Guinea; Mali; Morocco; Mauritius; Nepal; Niger; Democratic Republic of Congo; Romania; Russia; Chad; Togo; Ukraine;
- Be local organizations, under the form of nonprofit organizations in countries where this is legally possible;
- Not be faith-based, be apolitical and have been operating for at least one year;
- Work to assist and support people living with HIV, in an exclusive or non-exclusive way, to prevent transmission of HIV and/or to defend the rights of persons living with HIV or exposed to HIV;
- Be independent and respect the values of Sidaction, namely:
 - *Respect human rights and fundamental freedoms, notably those of people living with HIV and populations that are the most stigmatized and/or the most exposed to HIV;*
 - *Engage in facilitating access to tools to prevent the transmission of HIV (notably, male and female condoms, application of WHO guidelines regarding early treatment);*
 - *Offer care and treatment that have been scientifically validated.*

→ Areas of action and target groups

The organizations can submit projects contributing to one or more of the following areas:

- Prevention and harm reduction for the most stigmatized populations;
- Access to HIV testing;
- Access to comprehensive and family-based care (medical, psychological and social);
- Training¹;
- Advocacy/access to rights;
- Research/studies/capitalization in order to better target the obstacles to accessing care and treatment.

With the aim of supporting the organization, Sidaction also funds the costs of organizational reinforcement and monitoring/evaluation.

The projects submitted must target the following groups:

- People living with HIV;
- Children/adolescents infected with or affected by HIV;
- Men who have sex with men, women who have sex with women, transgender people;
- Detainees;
- People with disabilities;
- Sex workers;
- Drug users.

Awareness-raising and testing activities aimed at the general population are eligible only within the framework of clearly targeted activities (target groups, places, etc.).

Projects targeting the most vulnerable people and/or those barely or not covered by other funding are encouraged.

Sidaction also encourages applicants to pay particular attention to:

- The involvement and actual participation at all levels of the organization's activities and decision-making, of people living with HIV and other target groups;
- The issue of gender and equality between men and women, in developing and implementing the projects;
- A development approach based on human rights² ;
- The development of partnerships with other local, regional and international partners;
- The development of innovative and appropriate responses to improve healthcare services at all levels (in decentralized settings in the same way as in the capital).

¹ As a priority, training must target teams working in a nonprofit and community environment, or in decentralized health centers.

² United Nations High Commissioner for Human Rights, Frequently Asked Questions on a Human Rights-Based Approach to Development Cooperation, 2006 : <http://www.ohchr.org/Documents/Publications/FAQfr.pdf>

→ **Eligible expenses**

- Remuneration and charges related to the staff working within the organization, in compliance with the local legislation in force;
- Expenses related to medical care, such as medicines, examination costs, consumables, reagents, harm reduction materials, contraceptives, condoms, etc.;
- Expenses related to psychological and social care, such as financial or in-kind support, costs related to the organization of self-support activities, training, etc.;
- Expenses related to overheads and monitoring/evaluation, such as operating costs (rent, electricity, maintenance products, etc.), costs related to monitoring/evaluation, certification costs, diagnosis, etc.;
- Investment expenses such as computers, software, etc.

→ **Ineligible expenses**

- Expenses related to prevention and/or mass communication campaigns;
- Participation in international conferences;
- Training and courses not related to the activities carried out by the organization;
- Incentive and supervision bonuses for persons already benefiting from a salary within the organization;
- Costs related to training carried out exclusively by and for members of public organizations;
- Transfers of funds to implementation organizations (sub-grants).

→ **Duration of the projects**

The funding requested cannot exceed one year.

2. PROJECT EVALUATION CRITERIA

The evaluation of projects by the International Committee will focus on the following criteria:

- Quality of the analysis of the context and the problems identified;
- Relevance of the project to address the problems identified;
- Consistency of the project with the action plan or strategic plan of the association;
- Consistency between the project objectives, activities and means (budget, human resources...) of the project;
- Efficiency of the proposed actions;
- Articulation and complementarity with the different actors involved in the fight against AIDS at international, regional and/or local level;
- Existence of a data collection system (quantitative and qualitative) allowing a complete and reliable monitoring of the activities carried out;
- Capacity of the association to implement the planned activities and to ensure their budgetary management;
- The added value of Sidaction's funding compared to other funding available for the association. .

In addition, for any project consisting of a continuation or renewal of a previous Sidaction-funded project, the evaluation will also assess:

- The quality of the activities carried out during the previous project (achievement of objectives, quality of implementation, etc.);
- The quality of the previous activity reports (technical and financial);
- Whether or not the association has taken into account the comments or conditions set by the previous International Committee, or by Sidaction during the course of the project.

3. FUNDING APPLICATION PROCEDURE

→ Funding envelopes

The amount of funding requested for the renewal or continuation of a project previously funded by Sidaction can be equivalent to the previous funding.

Any request for an increase of this amount cannot exceed €5,000 and must be duly justified. It can only be granted to the projects that best meet the above evaluation criteria, and to associations with an overall annual budget in 2016 not exceeding €900,000.

If the total amount available is exceeded, the International Committee may propose reductions in funding for projects that least meet the above evaluation criteria.

For associations that do not currently have Sidaction funding, their first request for funding may not exceed €10,000.

→ Schedule

The successive stages of analysis of your funding application are the following:



→ Submission guidelines

Applications for funding are submitted exclusively online, using the eVision software, which associations can access via their user name and access code. It is strongly advised to anticipate the online submission.

The project and budget submission form is available online in eVision. A timeline of the project must be attached to the application.

→ Additional documents to be provided

The following documents must be uploaded on the association's portal in eVision before the deadline for submission. Associations that already have downloaded these documents should update them regularly (all year long, and latest before the deadline for submission):

Administrative documents	
Certificate of creation / Publication in the official journal	X
Articles of association of the organization	X
Internal regulations	X
Dated composition of the Board of Directors and meeting officers	X
Minutes of the last Board of Directors' meeting	X
Minutes of the last general meeting	X
Bank account particulars	X
Organization chart	(X)
List of staff	(X)
Salary structure	(X)
Inventory of fixed assets	(X)
Manuals (procedures, HR management, assessment monitoring, etc.)	(X)

Organization documents	Year N-2	Year N-1	Year N
Strategic plan or plan of action in progress			X
Annual progress report (of the organization) approved by the general meeting	X	(X)	
Annual financial report approved by the general meeting	X	(X)	
Auditor's report*	(X)	(X)	
Forecast budget			X

Projects funded by Sidaction	Project(s) completed	Project in progress
Final project financial report	X	
Final project narrative report	X	
Intermediary project financial report		(X)
Intermediary project narrative report		(X)

X = mandatory documents (X) = documents to be provided if available * = If the accounts are certified
A translation will be requested for documents drawn up in a language other than French or English.

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