



Livelihoods and Food Security Trust Fund



Livelihoods and Food Security Trust Fund (LIFT) Internship and Student Placement Fund Call for Proposals (CfP)

Ref no: CfP/LIFT/2017/4/Internship & Student Placement Fund

Release date: 27 October 2017

Deadline: 6 December 2017 12:00hrs (noon)

Title: Internship and Student Placement Fund

Background

The Livelihoods and Food Security Trust Fund (LIFT) is a multi-donor fund established in 2010 to address food insecurity and income poverty in Myanmar. LIFT has received funding from 14 donors – the United Kingdom, the European Union, Australia, Switzerland, Denmark, the United States, the Netherlands, Sweden, France, Luxembourg, Italy, New Zealand, Ireland and Mitsubishi Corporation. The United Nations Office for Project Services (UNOPS) is the Fund Manager to administer the funds and provide monitoring and oversight.

The overall goal of LIFT is to sustainably reduce the number of people living in poverty and hunger in Myanmar. LIFT's purpose is to strengthen the resilience and sustainable livelihoods of poor people in Myanmar. LIFT's purpose-level outcomes are increased income, decreased vulnerability, improved nutrition, and pro-poor policy developments.

LIFT works with implementing partners that include international and national non-government organisations, United Nations agencies, the Government of Myanmar, private sector organisations, academic and research institutions.

LIFT is active in the four main agro-ecological zones of Myanmar: the Ayeyarwady Delta, the Rakhine State, the central dry zone (including Mandalay, Magway and the southern Sagaing region), and the upland areas of Chin, Kachin, Kayah, Kayin and Shan States and Tanintharyi Region.

So far, LIFT has reached more than 7.2 million people, or roughly 20 per cent of Myanmar's rural population; and is active in over two-thirds of the country's townships. LIFT is funding projects through to June 2019. For more details visit www.lift-fund.org.

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UNOPS is ISO 9001 certified

Funds donated by Australia, Denmark, the European Union, France, Ireland, Italy, Luxembourg, the Netherlands, New Zealand, Sweden, Switzerland, the United Kingdom, and the United States. From the private sector, the Mitsubishi Corporation is a donor.

Purpose of the Internship and Student Placement Fund

LIFT would like to encourage current LIFT implementing partners to offer opportunities for last year graduates and new graduates, Myanmar and international, to spend a few months within their project to work alongside their teams, learn about development practices and conduct some research. LIFT funding provides an incentive for the partners to consider potential internship and student placement opportunities within their project and to take the lead in the process.

The purpose of the internships is to:

- Generate knowledge embedded in the projects and contribute to knowledge processes within LIFT programmes.
- Offer opportunities for Myanmar student exposure to real-life professional level experiences
- Develop relationships with universities in Myanmar and abroad, and support relationships between Myanmar and foreign universities through students working in team.
- Influence curricula in Myanmar to include experiences and issues relevant to rural contexts.
- Increase LIFT visibility within and outside Myanmar and increase the dissemination of LIFT knowledge products.

Objectives of the Call for Proposals

LIFT is searching for qualified organisations¹ that are currently operating under a grant agreement with LIFT to propose internship and student placement opportunities within their LIFT-funded project in Myanmar and in 2018.

LIFT objective is to:

- Fund 6-10 internships or student placements in 2018. Tentative targets could be 3-5 internships with foreign Master Students or new Master graduates, 3-5 internships with Myanmar Bachelor, Master or PhDStudents, including one or two team with a foreign and a Myanmar student working together.
- Generate quality reports about project experiences and practices that can feed project learning and the LIFT knowledge platform

¹ From LIFT operational guidelines “Eligible implementing partners include the Government of Myanmar, international and national non-governmental organisations, United Nations agencies, other international organisations, academic or research institutions and private sector companies.” <http://www.lift-fund.org/guidelines>

Funding allocation

The maximum budget allocation for one student is set at USD 20,000 per intern. All grants will be disbursed in 2018.

Requirements for submissions

Interested organisations must send a proposal to LIFT describing the internship / student placement purpose and modalities. The proposal should follow the following requirements:

- The proposal must not exceed 5 pages (12 point Times New Roman Font and a minimum of 1 inch margins all around). Pages should be numbered.
- The proposal should include information as required below in the **annex 1**
- Proposals must be prepared in English language or in Myanmar language.
- Proposals must be received by email at the following address: (lift.proposals.mmoh@unops.org) on or before **12.00 (noon) Yangon time (GMT+6:30) on 6 December 2017**. Earlier submissions are encouraged
- The size of individual e-mails, including e-mail text and attachments, must not exceed 1 MB.

Please note that the cost of preparing a proposal and of negotiating a grant agreement, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment.

Any requests for clarification should be referred to lift@unops.org. Clarifications will be provided on the LIFT website: <http://lift-fund.org/> and the UNOPS website <https://www.unops.org/english/Opportunities/suppliers/Pages/Grantadvertisement.aspx>

Also note that successful applicants will be expected to conform to LIFT's Operational Guidelines, which are available at <http://www.lift-fund.org/guidelines>.

Proposals selection and appraisal procedures

An Evaluation Committee (EC) will assess and select each internship proposal according to the criteria set in **annex 1**. As a part of its appraisal process, LIFT may elect to discuss technical, cost, or other aspects of the proposals with applicants.

The approval of a proposal is not a guarantee to receive funding until the conditions attached to the approval have been fulfilled and the grant support agreement is signed. LIFT reserves the right to reject a proposal after EC approval if it cannot reach an agreement with the applicant for contracting.

Successful proposals will be implemented through a Grant Support Agreement with UNOPS as the LIFT Fund Manager and preferably through an amendment to an existing Grant Support Agreement.

Schedule of Events

The dates provided below are only indicative. The EC may follow a quicker or a longer timeframe for the appraisal of the proposals.

Event	Date
Call for Proposals release date	27 October 2017
Deadline for receipt of written inquiries	24 November 2017
Written responses distributed	27 November 2017
Proposal due date	6 December 2017, 1200 hours / noon (GMT +6.30h)
EC proposal selection	December 2017-January 2018
Grant agreement negotiation and contracting	January – February 2018

Annex 1: Proposal guidelines and selection criteria to be used by LIFT

The proposal should include a clear purpose for the internship, specific objectives and modalities, including:

- A short project background
- The internship objectives for the project and for the intern academic progress;
- If it includes some research objectives: a short description of the research questions and methodological approach;
- The way the young graduate will interact with the local team, including supervision by the partner;
- The background of the collaboration with the education institution sending the student, if already identified and any agreement or expectation in terms of supervision;
- The intern expected education level and criteria for selection; (if a student is already identified, the EC can look at the CV. Nevertheless this wouldn't be a requirement for submission.)
- The internship duration and logistical support required;
- The expected results and deliverables by the intern according to a timeline (ad minima, the student will have to produce an internship report);
- A budget request to LIFT with detailed costs and assumptions (not higher than USD 20,000 per intern); funding can include student stipend, translator, international and local travels, accommodation and DSA, supervision and logistics organized by the project team, etc.

Priority for funding will be given to internship proposals that include:

- A subject relevant to LIFT and programme/project Learning Questions; priority would be given to internships for research and knowledge generation, but internships for young local students just to accompany field team work are eligible as well;

- A collaboration with a Myanmar university; all local universities are eligible, and in particular, Yezin Agricultural University is demanding student placement opportunities for last year Bachelor students, but also for Master and PhD students;
- A team mixing a foreign student with a local student or young professional;
- A duration over 3 months is preferred, but shorter is possible; the internship cannot be longer than 6 months;
- Priority to Master-level over Bachelor-level students; new Master graduates who have not yet professional experience are also eligible;
- The ad-hoc capacity of IPs and universities to effectively oversee and supervise the intern.