



Livelihoods and Food Security Trust Fund



Livelihoods and Food Security Trust Fund (LIFT)

Uplands Programme

Call for Concept Notes (CfCNs)

Ref no:	CfCN/LIFT/2015/1/Uplands
Release date:	10 July 2015
Deadline:	10 August 2015 12:00hrs
Title:	Uplands Programme
Duration:	Period of grant from on or about 1 st January 2016, not to go beyond December 2018

Background

The Livelihoods and Food Security Trust Fund (LIFT) is a multi-donor fund established in Myanmar in 2009 with the overall aim of reducing by half the number of people living in poverty. LIFT has received funding from 13 donors¹ to date. The United Nations Office for Project Services (UNOPS) is the Fund Manager (FM) to administer the funds and provide monitoring and oversight.

LIFT is active in the four main agro-ecological regions of Myanmar: the Ayeyarwaddy Delta, the coastal region of Rakhine State, the central dry zone, and the uplands.

Since 2011, LIFT has funded fifteen projects in the uplands from the Countrywide and Learning and Innovation Programmes mostly in Chin, Kachin and Shan states. Most of these were three-year projects that were extended into 2015 to better achieve and consolidate results.

In 2014-15, LIFT has designed a new geographic programme specific for the upland areas of Myanmar, which includes a dedicated provision for support to areas emerging from conflict. From September 2014 to January 2015, a team of experts completed a scoping assessment of the uplands and produced a scoping report² along with conflict sensitive principles for LIFT consideration in the design of the programme. This work included the organisation of a consultative workshop with partners active in the uplands on 17 October 2014. Based on the scoping findings and learnings from previous LIFT upland's projects, LIFT has designed a new Uplands Programme Framework

([http://www.lift-fund.org/sites/lift-](http://www.lift-fund.org/sites/lift-fund.org/files/uploads/Uplands/Upland%20Programme%20Framework_150701_FinalwithLink.pdf)

[fund.org/files/uploads/Uplands/Upland%20Programme%20Framework_150701_FinalwithLink.pdf](http://www.lift-fund.org/sites/lift-fund.org/files/uploads/Uplands/Upland%20Programme%20Framework_150701_FinalwithLink.pdf))

that targets three community types with activities following seven main thematic components (see more details in [annex 1](#), scope).

¹ As of February 2015, Australia, Denmark, the European Union, France, Ireland, Italy, the Netherlands, New Zealand, Sweden, Switzerland, the United Kingdom, the United States of America, and Mitsubishi Corporation had contributed a total of \$206m.

² LIFT Uplands Programme Scoping Assessment Report 2015. This will be available on the website in July 2015.



Objective of the Call for Concept Notes

LIFT is currently seeking concept notes from qualified organisations³ to implement six components of the Uplands Programme.

The new Uplands Programme intends to contribute to the new LIFT strategy and its high-level outcomes to improve income, resilience, nutrition and influence pro-poor policy. It proposes targeted approaches on smallholders with commercial potential (*step up*), those looking for opportunities beyond agriculture (*step out*), and households needing subsistence security (*hang in*). See LIFT’s strategy for more explanation on the terms in italics (www.lift-fund.org/strategy).

Partnerships

Applicants should demonstrate that their organisation and proposed partners have relevant expertise and a proven approach based on evidence from the field.

There is no obligation to submit a concept note in partnership with another organisation, however LIFT encourages applicants to identify synergies in the services they provide and form partnerships where appropriate. Applicants should look for the right mix of expertise and ensure that their team includes sufficient and relevant experience that builds on existing linkages with government departments, non-state actors and/or the private sector. Project teams will need to evidence that they either have or will be able to obtain unrestricted access to the target area.

Where conflict sensitivity is high, LIFT will favour partners who have a sufficient contextual understanding, including of the local institutional structure and key government, NSA and Civil society stakeholders. Identified partners should have already built trust relationships with relevant local stakeholders and have interventions that are supportive of local institutions, whether formal or informal. Partnership quality will be a key consideration of concept note appraisal.

Funding allocation

The Uplands Programme framework consists of seven components. **This Call for Concept Notes addresses 6 components only, exclusive of rural finance** (see [annex 1](#)). The implementation arrangements for rural finance are not included in this CfcNs.

Components		Indicative Allocation
Component 1	<i>Rural Finance</i>	<i>n/a</i>
Component 2	<i>Farm Advisory Services</i>	\$12m
Component 3	<i>NRM</i>	\$5m
Component 4	<i>Off-farm livelihoods</i>	\$9m
Component 5	<i>Nutrition</i>	\$8m
Component 6	<i>Social Protection</i>	\$5m
Component 7	<i>Pro-Poor Policies</i>	\$3m

³ From LIFT operational guidelines “Eligible implementing partners include the Government of Myanmar, international and national non-governmental organizations, United Nations agencies, other international organizations, academic or research institutions and private sector companies.”



Total	\$42m
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The total estimated budget for the eligible components of the Uplands Programme under this CfCNs is US\$42 million.

Requirements for the concept note submission

Key documents for the preparation of submissions are:

- a) Annex 1: Scope of the Call for Concept Notes (including target population and components summary description)
- b) Annex 2: Format and requirements for concept notes
- c) Annex 3: Selection criteria to be used by LIFT

Please note the following requirements for submissions:

- Concept notes must be prepared in the English language or in Myanmar language according to the format requirement presented in annex 2.
- Concept notes must be received by email at the following address: (lift.proposals.mmoh@unops.org), or delivered in soft copy on CD to the LIFT Fund Management Office (address below) on or before 12.00 Yangon time (GMT+6:30) on **10 August 2015**. Please do not submit your documents to any email address other than the secure email address provided above **or your concept note will be considered invalid**. The size of individual e-mails, including e-mail text and attachments, must not exceed 5 MB.
- Concept notes must also be submitted in hard copy at: LIFT Fund Management Office, 12(O) Pyi Thu Lane, 7 Mile, Mayangone Township, Yangon, Myanmar. Hard copies must arrive on or before the same date. **Unless received in both electronic and hard copy, on or before the deadline, concept notes will be rejected.**
- Please note that the cost of preparing a concept note, a subsequent 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 following websites:

<http://lift-fund.org>

<https://www.unops.org/english/Opportunities/suppliers/Pages/Grant-advertisement.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>. The guidelines specify LIFT's rules in relation to *inter alia* reporting, procurement, inventory management, record management and visibility.

Concept notes selection and appraisal procedures

An Evaluation Committee (EC) will complete a technical and organisational capacity assessment of each concept note. As a part of its appraisal process, LIFT may elect to discuss technical, cost, or other aspects of the concept notes with applicants. The EC will proceed to the selection of the concept notes through two stages:



1. Short listing:
 - The EC will appraise each concept note using all the criteria listed in annex 3. Concept notes that do not align sufficiently with the LIFT strategy and the Uplands Programme framework, or which have shortcomings regarding the criteria outlined in annex 3, will be rejected.
 - The full appraisal of the shortlisted concept notes are submitted to the LIFT Fund Board with recommendations
2. LIFT Fund Board decision:
 - The Fund Board will select the concept notes to be developed into full proposals and provide recommendations to the applicants.
3. Full Proposal Development
 - A closed Call for Proposals will be launched for successful concept note applicants to submit proposals. The Call for Proposals will provide complete information for the proposal submission conditions and requirements.
 - The EC will meet with the selected applicants to discuss their concept note and the recommendations of the Fund Board.

Successful proposals will be implemented under a Grant Agreement with UNOPS as the LIFT Fund Manager. Unsuccessful applications will not be returned to the applicant.

Schedule of Events

Except for the final date for concept note submission to LIFT, the dates provided below are only indicative. The EC may follow a quicker or a longer timeframe for the appraisal of the concept notes.

The schedule for the process after the selection of concept notes by the Fund Board is tentative only and will be refined in the closed Call for Proposals. It is provided here for the applicants understanding of the overall contracting process.

Event	Date
Call for Concept Notes release date	Friday 10 July 2015
Deadline for receipt of written inquiries	Wednesday 29 July 2015
Last written responses distributed	Tuesday 4 August 2015
Concept Note due date	Monday 10 August 2015 at noon
Appraisal and Concept Note selection	Tuesday 22 September
<i>Closed Call for Proposals release date</i>	<i>Friday 25 September</i>
<i>Full proposal submission</i>	<i>Monday 26 October at noon</i>
<i>Appraisal and Fund Board decision</i>	<i>Wednesday 9 December</i>
<i>Grant agreement negotiation</i>	<i>December 2015 and January 2016</i>

No contractual agreement arising from this CfCNs can extend beyond December 2018.

According to the schedule of events, contract agreements are expected to be signed in January 2016 at earliest. Therefore the expected contract duration is for maximum three years.



Annex 1: Scope of the Call for Concept Notes

The applicant will have to show how the proposed intervention will be aligned with LIFT strategic outcomes and outputs as defined in the LIFT Strategy (www.lift-fund.org/strategy) and in the Uplands Programme Framework document: (http://www.lift-fund.org/sites/lift-fund.org/files/uploads/Uplands/Upland%20Programme%20Framework_150701_FinalwithLink.pdf).

Other LIFT guidance should be addressed as appropriate.

Note in particular the LIFT gender strategy (www.lift-fund.org/guidelines) and the LIFT accountability framework (www.lift-fund.org/publications).

Target population

Myanmar's uplands present a complex and diverse operating environment in terms of access, agro-ecological, socio-political conditions and economic development. While it is impossible to encompass all the upland diversity in a small number of sub-zones, the proposed programme distinguishes three different target populations or broad contexts that require specific operational modalities.

The definitions of the target populations are meant to support the applicants' own contextual analysis. These three contexts and the proposed target populations provide an opportunity to orientate the approach taken to the characteristics, needs and opportunities represented by each community and/or area, ie degree of remoteness, high or low elevation, food security, migration rates, and opportunities in terms of job creation, value chain, market, and private sector engagement. In particular it is recommended that applicants analyze carefully the conflict sensitivity in their target area.

1) Displaced people

Internally Displaced Persons (IDPs) either inside or outside of camps are an important target for the programme. This includes persons, households and communities who face a history of regular displacement (either permanent or temporary) and who seek the security necessary to stabilize and improve their well-being. It also targets the receiving communities to help them to manage the influx of new villagers, to expand the village services and facilitate the new comers' integration.

Many IDPs are located in areas under cease fire agreements which represent considerable challenges for LIFT operation and conflict sensitivity is high. The programme does not propose activities for active conflict areas.

LIFT development support will be complementary to existing humanitarian aid but focus on helping displaced households transition to viable long term livelihoods. It aims to help IDPs to rebuild their lives and start thinking about their future, whether in a rural community and in a permanent settlement, or through new job opportunities in rural towns and beyond.

2) Remote upland communities with low food security and poor access to services

Large areas of the uplands are remote and sparsely populated, especially where the terrain is elevated and often still forested. Traditionally, the more remote communities are subsistence level households depending on shifting cultivation, livestock and forest resources. Many of those communities are poorly connected to government services and have a lower nutritional status. Nevertheless their livelihoods are changing with more economic integration and in some cases high levels of migration. This creates new opportunities.



Many upland areas are “brown areas” with a mix of government and ethnic authorities giving a complex political situation. In such contexts, the programme will follow a conflict sensitive approach.

The programme will identify and expand new forestry, agricultural and off-farm opportunities for communities. It will also consider support related to migration and skills development. In areas with poor services, LIFT will work with the communities to improve nutrition, access to water and sanitation and access to other public services.

3) Productive communities with potential for engagement in value chain development

The areas around the main rural towns and close to the roads connecting to Myanmar’s borders have a strong pull factor in terms of markets and job creation even for rural communities further afield. They are amongst the most dynamic in the country and offer tremendous opportunities for smallholder farmers and landless households to step up both in the farming sector and small scale agribusiness and to step out to off-farm jobs.

Interventions will engage rural households in both on-farm and off-farm economic opportunities through a value chain approach and active engagement with the private sector. They will help establish farmer organizations, improve access to agricultural services and better contracts for produce supply with businesses (often not based in village communities) that are working within a similar value chain. The programme will also consider options to increase land security for smallholders, new opportunities for local job creation outside the farming sector and migration.

Geographical targeting

Potential target areas are defined for each target population to guide applicants on potential focus areas. These are indicative, not mandatory and intentionally broad so applicants can determine an appropriate geographic scope for their concepts. Definition of geographic scope however, should be realistic and consider the scope for impact, ie avoid being spread too thin.

Target population	Geographical targeting
#1: Displaced People	<ul style="list-style-type: none"> • Southeast Kachin around Myitkyina and Bhamo • North Shan around the axis Kyaukme – Lashio • Southeast in Kayah, Kayin, Mon and Tanintharyi states
#2: Remote Communities	<ul style="list-style-type: none"> • North, South and East Shan, outside the main economic corridors • Chin • North Kachin • Sagaing: Naga SAZ
#3: Productive Communities	<ul style="list-style-type: none"> • North Shan: axis PyinOoLwin-Lashio-Muse • South Shan & Kayah: triangle Kalaw-Taunggyi-Loikaw • Kayin: axis Hpa-An – Myawaddy • North Chin: axis Hakha – Tedim – Kale

The proposed geographical scope for the programme will be progressively refined during the appraisal of concept notes and proposals, and subsequent contract negotiation to ensure that the scope of the selected interventions provides the necessary coverage, complementarity and synergy between the various initiatives. Applicants are encouraged to identify synergies with other organisations to provide for maximum coherence, effectiveness and efficiency of interventions under the programme.



Components and Outcomes to be addressed by concept notes

The Uplands Programme components below address the different thematic areas for intervention. Each includes a key outcome that all related project activities should support. Proposed projects may contribute to one or more of the programme components and their respective outcomes.

Each component can in some way be relevant to and potentially be applied across all three target populations according to the local context, needs and opportunities of the target communities and/or areas.

All concept notes should explain how they support food security and nutrition (directly or indirectly). Those concept notes addressing on-farm agricultural activities should explain how the proposed interventions align with climate smart agriculture.

Concept notes should also clearly articulate how gender issues will be addressed, including how equal access for women to project benefits will be supported.

Explanation should be provided on how LIFT's purpose level outcome (see LIFT strategy) will be supported with lessons generated from project evidence. This should include identifying relevant policy change and public expenditure decisions necessary, and conducive, to developmental change and improvement. Influencing policy and practice for equitable and sustainable access to land and natural resources is particularly important in the uplands context.

The outcomes and a short description are provided below (note that Component 1 is not included in this call). A more complete description is available in the Uplands Programme Framework.

Component 2: Farm Advisory Services and Producer Groups

Outcome: Smallholder farmers achieve increased farm production and income through the establishment of farm advisory services, producer groups and better opportunities along the value chain.

This component should exhibit a small-scale farmer focus. It aims to support smallholder farmers to “step up” and find new opportunities to enhance agriculture productivity, build income and food diversity through:

- Agriculture extension and farm advisory services
- Access to quality inputs, small mechanization, storage and processing equipment
- Support to agro-forestry systems, high value perennials value chains
- Organisational support to viable producer groups
- Inclusive business planning, marketing and contract facilitation

Component 3: Equitable and sustainable natural resource management

Outcome: Rural households are more resilient due to more equitable access and sustainable use of local natural resources.

Outcome: Women are involved in local decision making processes on natural resource management and have equitable access to land.

This component will support small farmers and local communities to secure their right to access, to strengthen their capacity to manage sustainably as well as to invest in and valorise their natural resources.



While gender is a fundamental cross-cutting issue across the entire programme, a specific outcome is defined within this component to ensure that the role of women is properly considered in natural resource management.

The programme may include improvements to forest productivity, protecting land access and the rights of local populations, reducing land degradation, improving watershed management, mitigating and/or adapting to the effects of climate change through:

- Multi-stakeholder land use planning and management
- Community forestry
- Equitable and safe land access and tenure rights
- Land and water resources development

Component 4: Off-farm employment, new livelihood opportunities and safe migration opportunities for upland smallholders and landless

Outcome: Smallholders and landless households increase their skills and their income through local and migration related off-farm safe employments, self-employment in small businesses and new local livelihood opportunities.

This component aims to support poor farmers, landless households, and casual labourers to “step out” of the agriculture sector and find new off-farm opportunities to increase and diversify their income through:

- Skill training and small business development
- Safe and productive migration opportunities
- Diversification of local livelihood opportunities

Component 5: Nutrition

Outcome: Rural households have improved nutritional outcomes (stunting rates of children are reduced).

This component aims at reducing chronic malnutrition, especially stunting through a focus on the 1000 day window (scalingupnutrition.org, www.thousanddays.org). While not exclusively, the long term nutritional needs of IDPs with a focus on child stunting, are of particular concern. It may include:

- Behaviour change communication
- WASH, including small-scale water and sanitation infrastructures
- Year-round nutritious home garden production

Component 6: Social protection and access to collective/public services

Outcome: Rural households are less vulnerable to shocks and stresses.

This components aims to support poor households to participate, organize and benefit from poverty reduction activities and to gain better access to existing government services. This support will help the most vulnerable households to become more resilient to shocks and stresses through effective collective social protection mechanisms. For this purpose, interventions should improve the scope, scale and sustainability of traditional community social protection structures. It will especially consider issues related to the integration and support of IDPs in receiving communities and improve inclusiveness of vulnerable groups. It may include:

- Social protection and social safety nets
- Recovery support for displaced people
- Local governance and village planning



Component 7: Pro-poor policy advocacy, evidence-based learning and CSO capacity building

Outcome: Improved government policies and expenditure, and increased capacity and information management at local level, stimulates rural economic growth and increases livelihood opportunities for the poor.

All concept notes should articulate how the proposed interventions will contribute to learning and translating that learning into relevant policy development and implementation processes, including those of government (state/region and union levels), civil society and the development community. It should also be explained how the learning will be used to influence policies that helps to build an environment more conducive to pro-poor development and rural economic growth.

The programme will bring together those who generate knowledge with those who are in a position to effect policy change. It includes building the capacity of local and national actors to produce evidence-based knowledge and supporting them to contribute that knowledge to effective policy dialogue and change. It may include:

- Generation of appropriate contextual analyses
- Capacity building of local CSOs and local government staff
- Generation of policy relevant evidence



Annex 2: Format and requirements of the concept notes

The concept note must be complete and conform to the format requirements presented below.

Submissions must be made both electronically and in hard copy as outlined in the main part of this call for concept notes.

The concept note must not exceed 10 pages plus title page and preamble (12 point Times New Roman Font and a minimum of 1 inch margins all around). Pages should be numbered. The concept note may include annexes with additional details regarding approach, methodologies, references, maps, etc. Annexes must not exceed 10 pages.

Electronic submissions must not exceed 5MB in size.

LIFT will consider only applications conforming to the above format and page limitations. Any other information submitted will not be evaluated.

Applicants should include all information that they consider necessary for LIFT to adequately understand and evaluate the project being proposed. The remainder of this section describes the information that LIFT considers essential for all applications.

Concept notes must consist of the following:

Title page

Project title, name and contact of the applicant, partners, geographical area, expected project duration, start and finish dates and total budget. Note that the title page is *not* counted in the concept note page limitation.

Preamble

Include a table of contents, a list of abbreviations, a map, a summary. Note that the preamble is *not* counted in the concept note page limitation.

Project background and rationale

Outline the origin of the concept, problem definition/rationale and context for the project. Outline how the proposed project aligns with the LIFT strategy and the Uplands Programme priorities, meets the needs of the poor or vulnerable, and explain how lessons from previous experience and studies inform the design of the project.

Explain how the project aligns with the development plans/priorities of the GoUM (if not, why not), and other development partners working in the same field and/or area. Identify any gaps in the available knowledge.

Outline the results of key discussions which have taken place in preparation of the concept note, including:

- Who was consulted (eg other development partners, government departments, NGOs, etc.),
- Any issues raised pertinent to the project's rationale and design approach, and
- A summary of the views of other key stakeholders.

Context and conflict sensitivity analysis

Provide a contextual analysis of the geographical targeting and if relevant conflict dynamics.



- What population the project will target and what is their vulnerability to conflict?
- Explain the operating context and highlight the key conflict drivers, dynamics, and capacities for tension (and violence) and for peace, and 'map out' key stakeholders to determine the power relations between them.

If a complete analysis is not yet available or if some important knowledge gaps are identified, the applicant should provide a brief explanation of the operating context and known conflict issues, and explain what further work will be done during the design phase of the project to ensure the project has sufficient understanding of the context.

An understanding of the context and conflict dynamic will help ensure that the livelihood project is developing a strategy to minimize conflict impacts and maximize positive efforts across all areas of project implementation, and at all levels (local, state/region, and national). The LIFT Conflict Sensitive Principles provided in annex to the Programme Framework should guide that strategy.

Project Theory of Change

A clear Theory of Change (TOC) should be presented in diagrammatic form and explained. An actor centred TOC is preferred. The Theory of Change should make it clear how the project aligns with the LIFT results framework (refer LIFT Strategy), the Uplands Programme as presented in the Uplands Programme framework, and the specific component outcomes detailed in this CFCNs. There should be a specific statement of what the project will accomplish and what the key results are in terms of project level outcomes and outputs in a summary form (there is no need to include an Evaluation and Learning Plan or full measurement framework⁴ at the concept note stage).

Activities, technical approach, methodology and scope

This section should describe the targeted geographical areas of the project (township(s), number of villages, and population estimate), and number of direct and indirect beneficiaries (disaggregated, please explain what you mean by direct and indirect beneficiaries).

An activity and methodology description needs to be sufficient to identify **what** will be done, **how** it will be done, and **where** it will be done. It should indicate **who** will do what at a broad level to explain stakeholder roles. This does not need to provide a detailed breakdown of activities but should explain the type of activities proposed and how they will be done to produce the expected results; along with explanation of the technical approach and methodology. This includes consideration of relevant cross-cutting issues (gender, nutrition, human rights, and the environment). A clear and direct linkage between the activities and the relevant component outcomes of the Uplands Programme should be evident, i.e. the technical approach and methodology should clearly demonstrate that the type of activities proposed are a viable mean of delivering the results and getting to the intended outcomes.

A stakeholder analysis should be included to describe the key direct and indirect beneficiaries, and the organisations and individuals involved and which have an interest - along with any vested interests they may have. The following are also important:

⁴ A measurement framework replaces LIFT's previous use of project logframes and identifies the project outcomes, outputs, indicators, targets, milestones and means of verification. A template is available on the LIFT website.



- A clear description of how the project will cooperate with the government and non-state actors, and engage with the private sector.
- A description of the role of all local institutions involved and any support or intention to establish new institutions clearly detailed and justified.
- Where new or improved institutional arrangements are to be enduring, explanation should be provided on the sustainability provisions included.

There is no need to provide a Work Plan at Concept Note stage.

Risks and mitigation

An *outline* of the operational risks already identified and the mitigation strategies proposed should be provided. How will risks be further considered and assessed by the design.

Knowledge management

This section should be completed *if* the project includes a strong research or learning component. In this case the concept note should provide an outline of the research questions and methodology.

Organizational background of the applying organisation

It should be clearly demonstrated that the proposing organisation has the experience, capacity, and commitment to implement the proposed project successfully. The following should be covered:

- Type of organisation – Is it a community-based organisation, national NGO, international NGO, research or training institution?
- Organizational approach (philosophy), purpose and core activities of the organisation, and relevant experience.
- Length of existence and legal status. The applying organisation should have the appropriate authority to carry out the project in Myanmar.
- Expertise mobilized from within and outside the organisation.
- A description of partnerships, how long they have been in place and for what purpose.
- An explanation of previous or existing activities in the target area and what working relationships are in place with government and non-state actors.

Partnership

Explain who the partners are, how they have been identified, what their specific expertise is, what their contribution is to be and how the relationships between the partners will be managed throughout the project.

Tentative project budget breakdown and Value-for-Money

A realistic budget is an important part of developing and implementing a successful project. The completion of a full and detailed budget however, is not necessary until the full proposal stage. The concept note budget should include best estimates and provide a provisional breakdown of costs at sub-heading level (see budget template on the LIFT website). The budget breakdown should clarify the total allocated budget for each component that the project will contribute to.

Concept notes that demonstrate that LIFT's funds will leverage other funds, as well as concept notes that demonstrate clear progress towards financial sustainability, are encouraged.



The concept note should demonstrate good Value-for-Money. Some questions to consider may include:

- Have partners and communities been involved in identifying which outcomes have the greatest value to them, and where savings can be made?
- Can contributions be leveraged from other sources?
- Is the proposed concept providing value for money per beneficiary or target group?
- What options are there for achieving more value for the same/less resources?
- Are there multiplier effects from the intervention, or benefits from replication or scaling, that strengthen the value for money of the intervention?



Annex 3: Selection criteria to be used by LIFT

An Evaluation Committee (EC) will appraise applications in accordance with the selection criteria identified below.

Applicants should note that these criteria serve to: a) identify the significant issues that applicants should address in their applications; and, b) to set standards against which all applications will be evaluated.

If there are ambiguities/unclear explanations, or further need for details, the LIFT evaluation committee will seek clarification from the submitting organisation if the concept note otherwise meets the main criteria.

Evaluation criteria

The evaluation committee will have to answer the following questions to justify their final appraisal:

- *Completeness*: Is the information provided in the concept note complete and sufficient for the appraisal?
- *Relevance*: Is the problem definition and rationale for the project clear and does it address a critical issue relevant to LIFT strategy and the Uplands Programme Framework?
- *Context analysis and conflict sensitivity*: Is the project based on a good understanding of the context in the Uplands and in particular the target area proposed? Will the project operate in a conflict sensitive area? Does the concept note provide confidence that the applicant has sufficient knowledge of its operational environment and any conflict dynamics relevant? Will the project be managed according to a sound conflict-sensitive strategy?
- *Coherence of the design*: Does the project formulate a clear Theory of Change? Is there clear outcome logic? Are the project's expected results well defined and aligned with the identified problem/needs of the LIFT Uplands Programme?
- *Approach and methods*: Is the project approach and methodology innovative, feasible and appropriate? Are the methodologies based on previous experience and evidence-based knowledge? Is the idea technically feasible and likely to achieve the stated results? Does it embody good development practice and lessons?
- *Stakeholder analysis*: Is there a stakeholder analysis and a clear definition of target groups? To what extent is participation of (and ownership by) key stakeholders in planning and design evident? Is it clear how the project will work with the government, non-state actors and the private sector?
- *Sustainability*: Does the project demonstrate a good case for sustainability of the proposed outcomes and impacts beyond the funding period? Has an exit strategy been considered?
- *Learning and Policy dialogue*: Does the project give scope to contribute to evidence-based knowledge and policy dialogue?
- *Cross cutting issues*: are relevant gender, nutrition, migration, and environment issues considered? Is an appropriate nutrition sensitive approach evident? What is the impact on food security and nutrition?
- *Risks*: has the proposal sufficiently considered major operational risks and indicated risk mitigation measures to be developed?



- *Capacity:* Does the proposed implementing organisation and its partners have the necessary technical expertise and capacity to implement the project?
- *Partnership:* Are partnership relationships with any or all of local government, NSA and CSO organisations built on long term trust relationships? Is the governance and coordination system between stakeholders and partners appropriate? Is the role and involvement of the sub-partners clear and sound?
- *Budget:* Does the budget demonstrate value for money for the project, in particular in relation to the expected results?