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CSSF LEBANON: YOUTH POLITICAL ENGAGEMENT

STATEMENT OF REQUIREMENTS

Introduction

Her Majesty's Government (HMG) works to support youth political engagement in Lebanon, through the United Kingdom Conflict, Stability and Security Fund (UK CSSF).

There is great potential for youth to be a driver of positive change, development and stability, but conversely, youth discontent and lack of opportunities for political and wider civic engagement are risks for stability. The levels of trust in politicians and state institutions, both national and local, is low, leading citizens (in particular youth) to feel disillusioned by the political system and to view their best interests as being served by loyalty to sectarian elites. Frustration with politics and elites is pervasive, but there are few avenues to challenge the status quo. Public perception surveys around the May 2018 Parliamentary election demonstrated a high level of dissatisfaction amongst younger parts of the population, but conversely a lack of willingness to engage in the electoral programme as well as low levels of understanding regarding how to hold their elected officials to account. A stable Lebanon requires trust and engagement from the country's younger generation. This can be encouraged by stimulating fresh national thinking and debate to challenge restricted political, social and economic choices facing these young people, giving them more reason to commit to investing in a future in Lebanon.

HMG (hereinafter referred to as the 'Authority') is looking to appoint an Implementing Partner (IP) to plan, manage and implement activities aimed at ways to effectively stimulate these politically interested youth and link them with Municipal, Government and Parliamentary structures where their voices may be heard and they will have the possibility to engage with policy-making and decision-makers.

Objective

This project will aim to **foster within youth a sense of their value as Lebanese citizens, through greater communication and engagement with Municipal governance and Parliamentary structures and processes, which will increase youth empowerment, policy responsiveness and electoral accountability.**

The programme will therefore contribute to the overall *CSSF Lebanon: Political Reform Programme* objective of: **Improved political and economic governance, leading to a strengthened and more inclusive social contract between the state and all Lebanese citizens; generating greater focus on domestic issue-based politics; and increasing constructive cross-confessional engagement and effective conflict management through politics.**

The project will be expected to support the following three Political Reform Programme change pathways towards this objective:

Pathway 1: More responsive, accountable and transparent political and economic governance: *A focus on building accountable, transparent and responsive political and economic national governance to address the lack of trust in government and perceptions of illegitimacy and irrelevance of the state as a result of corruption, politically motivated violence, and dysfunctional government institutions, which drives support for confessional, clientalistic politics;*

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Pathway 2 Fostering political diversity and inclusion: *addressing the problem of political exclusion of those outside the political establishment (especially women) leading to governance institutions not being representative of or responsive to Lebanese society. The opportunities for political inclusion (and the risks) should be identified in a political and conflict sensitive way to ensure lasting changes.*

Pathway 3: New National Discourse: *all stakeholders in Lebanese society (women, youth, Political Parties, civil society, private sector) should be equipped with the skills they need to be increasingly engaged around domestic issue-based politics, to be able to actively advocate for their needs, participate productively in the economy, and to have a less confessional mind-set.*

Recipient

The direct beneficiaries of this project are Lebanese youth and elected members of Parliament and municipal authorities. Youth and political leaders engaged in the project may be from, but are not limited to the following groups:

- Universities;
- Youth groups;
- Social movements;
- Online social movement;
- Members of Parliament;
- Political Parties;
- Municipalities.

Scope

The implementing partner (IP) will plan, manage and implement a project to increase youth political engagement with elected members of Parliament and municipal authorities. This project will achieve this through a range of different initiatives aimed at building capacity on both sides and identifying opportunities for constructive engagement. Youth engaged in the project should be equipped with the necessary political, civic and core skills including dialogue, communications, problem solving and monitoring, to contribute to change and ensure they continue to be actively invested in the future of their country. Projects will identify individuals driving (and with the potential to drive) change within the political system who are willing to engage proactively and constructively with young people, these may be at national or sub-national level. The project should seek to bring together project stakeholders to engage in dialogue with the aim of jointly implementing tangible solutions which works to develop a culture of youth participation in political dialogue and decision making. The implementer should be aware of existing youth groups in a proposed area of operation and link up with existing groups and initiatives where possible and practical. All projects should aim at sustainability through pathways to institutionalise project structures and formalise relationships.

Deliverables

It is anticipated that the project will deliver in the following areas:

- Create and identify opportunities and incentives for constructive engagement and reform between youth and elected members of Parliament and municipal authorities in support of greater accountability and transparency;
- Young people equipped with political skills to contribute to change.
- Stimulated thinking and new debates to challenge restricted political and economic choices provided by confession-based clientelism.

Outcomes

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It is anticipated that the project will work towards the delivery of the following outcomes:

- Targeted youth have knowledge and skills to partake constructively and independently in political processes in Lebanon.
- Communication and engagement between those elected and youth becomes institutionalised within current systems and processes.
- Youth to feel empowered in policy and decision-making processes and a culture of youth participation in political dialogue and decision making is built.
- Youth structures built which engage across confessional lines in debate and to build consensus views.
- Systems in place which allow youth to monitor commitments and hold those electorate to account, including top down approaches such as promotion of transparent policy and budgeting practices and media engagement.

Contract Period

The initial project is for 22 months (July 2019 to March 2021), with a break clause in March 2020 based on the Implementing Partner's performance and availability of funds. There remains the possibility for a one-year extension of the project until the end of March 2022 based on the Implementing Partner's performance and availability of funds.

The authority is therefore looking for a model of flexible and adaptive programming, which will be able to test assumptions and build on activities, which are able to demonstrate results towards the programmes objective. The work plan should be delivered in an agile, politically sensitive way. This will involve regular analysis and horizon scanning to identify emerging threats. The implementing partner will need to demonstrate the ability to adapt monitor its impact and adapt.

Implementing partners across the CSSF Lebanon Political Reform Programme will be expected to work in close coordination towards meeting the programme wide objectives and a close level of strategic coordination and cross engagement between activities will be expected to maximise synergies. Each implementing partner will be expected to adopt objectives and indicators in their results framework on cross project engagement, which will be agreed at the start of the project.

Requirements

It is **essential** that Implementing Partners demonstrate the following:

- Experience in the delivery of Governance programming.
- Experience of Programming in Lebanon, either directly or through partners, in programming which involves Parliamentary, Municipal or and Government engagement.
- Extensive knowledge and experience of the Lebanon's political system and a track record in thinking and working politically.
- Solid knowledge and relationships of local organisations working with political actors in Lebanon.
- Clear understanding of the Political context in Lebanon
- Ensuring coordination with other donors and actors on the ground.
- Technical expertise and organisational capacity to deliver such a project.
- Experience of delivering flexible and adaptive programming
- A strong track record providing gender sensitive programming and building women's networks.

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- Extensive knowledge and experience of conflict sensitive programming and political economy analysis.
- A technically robust approach to monitoring and evaluation of governance programming
- A technically robust approach to mitigating fiduciary risks.
- Ability to ensure gender equality and inclusion of all segments of the community, including the needs to consider how males will be affected by the implementation of such a project and how to include persons with special needs.
- Ability to maintain open communication with all stakeholders, including donors, and flag any issues or changes as they arise and help resolve these issues with party concerned.

Applicants will be required to show evidence of the above requirements including:

- Draft MOUs (where feasible) with key project stakeholders including implementing partners, government agencies etc.
- Project linkages to national-level strategies
- Local implementing partners and a clear governance structure for the management of project partnerships
- Confirmation and evidence of a presence in Lebanon (e.g. registered offices) or detailed explanation as to your proposed model for managing the project without a local presence.
- Details of communication plans including how you propose to highlight visibility of Embassy partnership in low visibility projects
- Understanding of, and coordination with, other donor plans.
- Sound gender, political and conflict sensitivity analysis, implementation and risk management.

Implementing Partners are to remain within the Statement of Requirement and to take note of the following:

- All activity is to be compatible with UK values, standards and HMG policy;
- All activities must be conducted in accordance with UK and local law;
- The implementer will assume duty of care for all personnel, and no platform or life support provision will be available from HMG.

The Authority wants to minimise standing operating costs and ensure as much of the small projects funds are directed to Lebanese organisations and recipients on the ground as such the recruitment of permanent international staff members should be within reason.

There should be oversight and management structures/processes with sufficient authority to assess project risks and supervise mitigation.

For maximum effect, the project should be designed with the following principles in mind:

- Relevant to the needs and priorities of female youth;
- Championing existing female leaders in Lebanon;
- Make maximum use of local expertise at every stage;
- Flexibility of programmatic approach;
- Ensure linkages with other British Embassy and donor programming;
- For maximum effect sustainability plans should include pathways to institutionalise project structures and formalisation of relationships;
- Represent value for money;
- Conflict sensitivity and gender mainstreamed through the approach.

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The Supplier should also factor the secondary benefit of strengthened and empowered local organisations into project design. Particular consideration should be given to their inclusion, coordination with existing stakeholders and local networks.

Inception Phase

The Supplier will be required to produce, within a six week inception phase, a detailed project delivery plan based on the Supplier's proposed methodology and approach as set out in the response to this tender. This should include project management structures, processes, activities, outputs, outcomes, and a results framework of progress timelines, milestones and indicators, to be agreed with the Authority and the beneficiaries (if applicable), that outline the sequence for the delivery of the functional needs analysis, the functional solution design, implementation of the project delivery plan, political economy/conflict sensitivity analysis and conflict sensitivity plan.

Reporting and M&E

Reporting shall include, but is not limited to, the provision of:

- I. Minimum monthly briefings (email, phone call, or in person) with the CSSF Programme Manager, providing key progress updates;
- II. Monthly financial reports, detailing: activities incurring spend, proof of spend (including receipts and invoices), and details of future forecasting;
- III. Quarterly narrative and financial reports, detailing: progress towards project results framework and work plan, proposed changes, conflict sensitivity, and key risks;
- IV. Annual Review/Project Completion Review, to an agreed format;
- V. An external impact evaluation, to cover the duration of the project. The IP should include this within the project budget.

The implementing partner (and any potential sub-contractors) will need to allow access to HMG or third party monitors during the project's lifetime if requested by the Authority.

Financial Management and Payments

The financial management requirements are as follows:

- Monthly financial reports, detailing spend and forecasts;
- Annual activity-based budget (this can be adjusted in year). Activity based budgeting should reflect 85% spend by the end of December, and plan for activities to run between April and February, keeping March as a close up month for admin costs and minor activities each year;
- Annual external financial audit. The IP should include this within the project budget.

Financial payment requirements are as follows:

- Financial reports will provide the full accounting and reconciliation of project funds as a condition for the release of project payments from the Authority to the Supplier;
- Evidence of expenditure and of delivery of activities/outputs will be required with each request for payment;
- Payment is monthly in arrears, subject to itemised invoices and supporting documentation.

Consortia and Sub-Contracting

A clear Governance structure will be required for any consortia as part of the tender application.

All sub-grants will need to be approved by the Authority and should be accounted for in the final bids.

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Budget

Bids will be invited not exceeding the following:

- £ 1,200,000 for 22 month (UK FYs 2019-2021)

Please note that the budget is currently confirmed as £450,000 for FY19/20. The budget allocation for FY20/21 is therefore subject to change, and may increase or decrease.

Gender

The UK sees gender equality and women's rights as central to promoting peace and stability overseas. This project will take into account any gender-related differences; consider its contribution to reducing inequality between persons of different gender; and ensure that the project does no harm to any particular gender group. If the project undertakes surveys, interviews or beneficiary analysis, the data must be gender disaggregated. Bidders should also be aware of the CSSF Approach to Gender.

Duty of Care

The Supplier is responsible for the safety and well-being of their Personnel and Third Parties affected by their activities under this Call-Down contract, including appropriate security arrangements. They will also be responsible for the provision of suitable security arrangements for their domestic and business property.

HMG will share available information with the Supplier on security status and developments in-country where appropriate.

The Supplier is responsible for ensuring appropriate safety and security briefings for all of their Personnel working under this contract and ensuring that their Personnel register and receive briefing as outlined above. Travel advice is also available on the FCO website and the Supplier must ensure they (and their Personnel) are up to date with the latest position.

The Procurement may require the Supplier to operate in conflict-affected areas of Lebanon, parts of which are highly insecure. The security situation is volatile and subject to change at short notice. The Supplier should be comfortable working in such an environment, and should be capable of deploying to any areas required within the region in order to deliver the Contract.

The Supplier is responsible for ensuring that appropriate arrangements, processes and procedures are in place for their Personnel, taking into account the environment they will be working in and the level of risk involved in delivery of the Contract (such as working in dangerous, fragile and hostile environments etc). The Supplier must ensure their Personnel receive the required level of training and safety in the field training prior to deployment.

Tenderers must develop their Tender response on the basis of being fully responsible for Duty of Care in line with the details provided above. They must confirm in their Tender that:

- They fully accept responsibility for Security and Duty of Care.
- They understand the potential risks and have the knowledge and experience to develop an effective risk plan.
- They have the capability to manage their Duty of Care responsibilities throughout the life of the contract.

Counter Terrorism Legislation

Terrorism is a serious threat and given the countries FCO operates in there is an increasing risk that FCO resources could be diverted for use by terrorist organisations or for terrorist activity. FCO is responsible for protecting its funds from diversion to these organisations. We, along with our partners, have to comply with domestic and international law.

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The Terrorism Act 2000 (TACT) enables proscription of certain terrorist groups and makes it illegal to provide material assistance and support to individuals or groups knowing or having reasonable cause to suspect it will or may be used for terrorist purposes; This includes fund-raising, use and possession of money or other property and funding arrangements (Terrorism Act 2000).

FCO takes its own responsibility for protecting its funds from diversion to a proscribed organisation seriously and expects its partners to do the same. In line with UK legislation, throughout this project legal responsibility lies with the supplier who must undertake the appropriate checks to ensure it is not inadvertently funding, supporting or providing material goods to terrorist organisations as defined under the Terrorism Act 2000.

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