



RESPONSIBLE MICA INITIATIVE - COMMUNITY EMPOWERMENT - Call for Proposals

Joining forces across industries for responsible sourcing practices and local engagement to eradicate child labor and improve the livelihoods of communities within a compliant and legal mica supply chain in India.

December 1st, 2017

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PREAMBLE

MICA CONTEXT

Mica is a group of minerals that can be found in a large variety of consumer goods and industry materials, from automotive and electronic components to pigments, paints, cosmetics and construction materials.

About 25% of the world production of mica comes from illegal collection in North-East India, where more than 20.000 children are working in extremely harsh conditions to contribute to their family revenue (<https://www.terredeshommes.nl/en>).

Due to a lack of control and traceability, mica from unknown origin – potentially collected by children or in unacceptable working conditions – can infiltrate the supply chain.

Impactful solutions have been developed in India over the past 10 years, initiated by local NGOs, ingredient manufacturers and leading cosmetic companies and several other partners.

In this context, different organizations from all over the world decided to join forces and scale-up models and solutions that have proven successful. Altogether, they created the Responsible Mica Initiative in early 2017 (www.responsible-mica-initiative.com).

ABOUT THE RESPONSIBLE MICA INITIATIVE (RMI)

The Responsible Mica Initiative is an organization in which multiple industries & organizations jointly commit to using responsible sourcing practices and local engagement to eradicate child labor and improve the livelihood of communities within a compliant and legal mica supply chain in India over the next 5 years (2018 – 2022).

This Do-Tank is inspired by the following 5 overarching principles: “Think holistic; Be action oriented; Stay humble; Include innovation; Collaborate above all”, and pursues the following **3 main interconnected objectives**:

- **Increase traceability and implement fair, responsible and sustainable practices** along the Indian mica supply chain,
- **Empower local communities** to ensure long lasting change resulting from the implementation of inclusive and holistic empowerment programs,
- **Build a legal and livable environment** for local communities by working hand-in-hand with the Indian government and other local authorities.

> **This Call for Proposals intends to define activities and select implementing partner(s) to meet expected results under second RMI’s pillar of “Community Empowerment”**

1. Expected outcomes and targeted groups

This Call for Proposals aims to answer ambitions of the Responsible Mica Initiative in terms of Community Empowerment in the mica-belt of Jharkhand and Bihar in India.

To ensure long lasting change in the area, the Responsible Mica Initiative ambitions to reach all communities in mica collection areas in India by holistic and inclusive empowerment programs over the next five years, which includes

- developing innovative and scalable solutions to:
 - o Activate levers to provide quality, accessible and free education services for local children and raise awareness on child labour issues
 - o Provide capacity building to children, women and more globally to local communities to improve local economic and social development
- fostering the development of public infrastructures and services

It specifically aims to address the following suggested outcomes; any applicant organization being strongly encouraged to conduct a needs assessment in the communities to better understand what the communities' needs are from their own perspective.

Children

- Address all forms of child labour and child rights violation, especially in mica activities, in the mica-belt of Jharkhand and Bihar.
- Reinforce child rights
- Gain access to care for young children (0-3 years), to education/care for pre-primary children (3-6 years), primary school and secondary school / TVET, address students access to High School
- Increase quality of education for all children
- Empower children to be active participants to the improvement of their own condition

Global Communities

- Socio-economic development of targeted families: develop alternative economic opportunities, especially for women and youth, during the rainy season and/or to complement income from mica (employment options within mica industry or outside the value chain)
- Improve health situation:
 - o Malnutrition
 - o Care for disabled children

- Well-being of mothers, especially pregnant and lactating mothers (strengthen their access to government run healthcare initiatives, antenatal and postnatal care practices, promotion of healthy feeding practices, health awareness sessions, supplementary nutrition)
- prevention of child marriages and teenage pregnancies
- Improve environment security:
 - educating mica collectors to safeguard themselves from occupational hazards
 - implement health and safety practices for mica collectors
- Improve community governance and raise their voice in the mica value chain
- Improve democratic values among communities
- Improve equity among communities (ex: address gender discrimination)

Environment

- Work on environment protection and opportunities
 - Forest protection
 - Adaptation to climate change
- Support local stakeholders to meet the Indian Forest, Mining and Environment Departments' requirements for granting mine leases

2. Scope

2.1. Geographical area

The mica belt of Jharkhand and Bihar, more specifically:

- The 2 districts of Koderma and Giridih in Jharkhand State,
- The district of Nawada in Bihar State.

2.2. Link to RMI additional activities and Partners

From January 2017 till October 2017, the Responsible Mica Initiative went through a Preparation Phase, intending to gather the conditions necessary for its programs' implementation. As of November 2017, the Responsible Mica Initiative is launching a 5-years on-field Implementation Phase, starting January 2018 and ending December 2022.

The Responsible Mica Initiative having 3 main interconnected objectives (see introduction), has 3 associated action groups. These groups defined during 2017 coordinated action plans and activities to be implemented, each one with potential implementing partner(s).

Strategies to be considered by applicants should be in line with this multi action-groups' approach, and the multi-stakeholders structure of the RMI.

It is key that applicants to this Call for Proposals:

- Will be eager to collaborate and participate to a holistic approach,
- Will be willing to work in a very close collaboration with other RMI partners, particularly in the communities and at the local level
- Will be willing to enter in a close dialogue with local communities, authorities and all supply chain stakeholders,
- Will be willing to prioritize localizations of actions in close coordination with RMI so that RMI can implement its global program (3 actions groups' programs altogether).

RMI will have a coordinating role between all RMI's implementing partners, at action group level and global RMI level.

2.3. Invitation for applications & eligibility criteria

The Responsible Mica Initiative is inviting non-governmental organizations (NGOs or CSOs) to submit a full proposal, using the Format attached in Annexes

This call is open to organizations to apply independently as well as in a consortium / in partnership (i.e. more than one applicant). If an application is made as a consortium, the applicant should as the consortium lead clearly state how the project will be managed and should indicate a clear role for each partner. The appointment of a consortium coordinator position is recommended, to be included in the management costs.

Funding is only granted to national organizations fully registered in India. Any sub granting partners must also be fully registered.

2.4. Assessment agreement

Any applicant agrees, if required by the Responsible Mica Initiative or funding organizations, to accept RMI and/or external audits and to work closely with RMI and/or external evaluation teams selected by RMI and funding partners to overview and monitor the work proposed under this Call For Proposals such as obtained results.

2.5. Guidance on duration and budget

RMI attends to address the expected outcomes underlined in this document through a phased-in approach. Year 1 results will activate the activities of the following years (e.g. geographical scale-up plans).

- The grant budget for the Empowerment Pillar ranges from EUR 600,000 to EUR 1,500,000 for the full duration of 33 months.
- The initial planned duration of a project should be 33 months, starting on April 1st, 2018.

- Contracts will be entered into on yearly basis; the first one to cover 9 months (April 1st - December 31st 2018).
- The budget should be presented as per the required Format (please refer to Annexes), entailing the budget for the first 9 months as well as for the subsequent 2 years. The budget for the first 9 months (2018) should not exceed EUR 200,000.
- The proposed project budget should be at least 85% program cost and not exceed 15% management cost

3. Selection process

3.1. Required general information, applicant as well as (if applicable) co-applicants

- Name(s) of the organization(s), address, contact, website
- Organization(s)'s key mission(s) and expertise(s)
- Geographical presence and organization

3.2. Required documents

- **Applicant as well as (if applicable) co-applicants**
 - o Document assessing legal registration and name
 - o Document assessing legal address
 - o Financial information
 - o Organization presentation
- **Project proposal, based on Format in Annexes**, mentioning at least the following
 - o Activities description along with targeted groups
 - o Team involved, along with individual expertise, experiences, roles, location
 - o Partners involved & roles
 - o Timeframe for implementation
 - o Capacity for implementation and potential scalability
 - o Assessment and reporting process
 - o Associated budget
- **Track record (References / case studies)**
 - o Experience in mica mines area (seniority, number of led projects, number of mines / villages / persons concerned, obtained results, number of people of the organization already present in the area, ...).
 - o Experience in on-field coordination of several NGOs / CSOs
 - o Experience in other regions of India, in other mining activities, ...
 - o ...

3.3. Timing & selection process

- Publication of the Call for Proposals: December 1st, 2017
- Deadline for raising questions to RMI (contact@responsible-mica-initiative.com): December 20th, 2017
All questions posed in advance of the formal proposal submission will be anonymized, aggregated, responded to, and sent to all applicants on the principle of equity.
- Deadline of submission (contact@responsible-mica-initiative.com): December 31st, 2017
- Proposals' review and shortlisting, including clarifying questions, validation of information and capacity assessment of project applicants: January 1st – January 31st, 2018
- Final selection: February 15th, 2018.
- Partner contracts for the first 9 months of the project will be signed latest by March 15th, 2018
- Projects will start on April 1st, 2018.

The overall coherence of the proposal, the sustainability of the outcomes and replicability of the programs, the local presence of applicant and co-applicant(s) such as the global budget will be key determining criteria in the RMI's selection process.

For any specific question, please contact contact@responsible-mica-initiative.com

Annexes – Proposal Format

Please fill out this format about your project. Please only type in the white areas. Replace the text between [...] with your own information/answers.

Project Summary

- Please provide a very brief summary of your project under each actor (children; Families and communities; Government; ...)
- Please provide your total target beneficiaries you plan to achieve in the first 9-month contract

Section 1: Context and problem definition

Context Analysis (4000 characters)

- Provide a general social, political, economic and cultural context analysis for the specific theme and geographical area
- Identify the major significant problems or areas requiring attention. Please describe distinct problems or distinct aspects of a problem in separate paragraphs and number them. If any significant gaps exist in research and knowledge relating to the context, identify them where possible (e.g. lack of research on specific issues, such as boys, children with disabilities tec.)
- Identify trends in changes and responses at national, regional and local levels in the past 6 months. Include references.
- Stakeholder analysis: which stakeholders play a key role and which role.

Problem Statement (4000 characters)

- What is/are the problem(s) we need to address with this proposal? (be specific)
- Describe the specific barriers and opportunities for each actor to achieve the desired changes
- Identify the prioritized outcomes to which this proposal contributes and how the above-mentioned barriers will be addressed.
- What are the strategies to address the problem(s)?

Track Record (1000 characters)
<ul style="list-style-type: none"> • What is the experience and knowledge of the partners from past activities (at least 2 references requested, along with contact information), what is their specific expertise and what relevant relations do they have? Identify significant successes, and positive and influential change where possible.
Added value (1000 characters)
<ul style="list-style-type: none"> • What makes the suggested partners (if more than one) best positioned to implement the proposed project?
Stakeholders (4000 characters)
<ul style="list-style-type: none"> • Describe the main stakeholders at location level related to the selected key issues and the change process. Be as specific as possible. For example, which (person, or position in which) ministry, which sector and at which level, etc.? • Describe how each stakeholder is going to be engaged and under which outputs and activities.

Proposal design

General information about the program approach/design

- Include a description of the (intermediate) outcomes that we expect to achieve per actor, followed by what each partner will contribute and how (Specific interventions)?
- Discuss strategies and specific interventions to contribute to the desired change as described in the problem statement
- Clarify the division of roles between partners. Select relevant indicators and use the Results Framework to specify the planned actions and expected relevant outcomes.

Start date	[dd-mm-yyyy]
Expected end date	[dd-mm-yyyy]
Proposed lead partner	[1 name]
Responsible co-partner(s)	[Name(s)]

Describe the expected results following this format

Results	Description	Actor	Indicator	Baseline	Target	Means of verification	Risks & Assumptions
<i>[Outcome]</i>							
<i>[Output 1]</i>							
<i>[Activity 1.1]</i>							
<i>[Activity 1.2]</i>							
...							

<i>[Output 2]</i>							
<i>[Activity 2.1]</i>							
<i>[Activity 2.2]</i>							
...							

Section 3: Approach and Impact

<p>Sustainability approach (4000 characters)</p> <ul style="list-style-type: none"> • How do you ensure that your activities are sustainable? • Does this proposal include innovative activities/strategies? If so, describe them here
<p>Risk Analysis (4000 characters)</p> <ul style="list-style-type: none"> • Describe the risks in this project. Note that risks are beyond your own scope and should not be a barrier (barriers are addressed within your programme (e.g. political instability is a risk, resistance of communities is a barrier). Refer to example Risk analysis from funding proposals if needed. • Describe the mitigation strategies for each of these risks.
<p>Research and Learning (1000 characters)</p> <ul style="list-style-type: none"> • Is specific research planned within this proposal? • Are specific learning activities or learning questions included in this proposal? • Which lessons learned are used in designing this proposal?

Section 4: Work Plan

Outline an Annual Work Plan following a monthly calendar and this format

Year 1													
Activity / Month	1	2	3	4	5	6	7	8	9	10	11	12	Location of Activity
<i>Example</i>													<i>Example</i>
Preparation Activity 1 (title)													
Execution Activity 1 (title)													
Preparation Activity 2 (title)													
Execution Activity 2													
Etc.													

Section 5: Finance

For your management costs (max 15%), please list your budget lines here. Add as many lines as needed.

Code	Description	Price per unit (1)	Unit (2)	Volume (3)	Total budgeted
	[describe your management cost budget line. E.g. rent, salaries, etc]	[Fill out if known, otherwise fill out lump sum under 'total budgeted']	[See 'Price per unit']	[See 'Price per unit']	[Calculate by multiplying 1, 2, and 3, or enter total amount]

For your output associated costs (min 85%), please list your budget lines here PER OUTPUT, your budget lines are likely to be your activities, but you can add others (as long as it's related to the output). Add as many lines as needed. Please make a separate table for each output you are using (which you indicated under section 2).

Used output 1					
Code	Description	Price per unit (1)	Unit (2)	Volume (3)	Total budgeted
	[describe your budget line. Most likely an activity]]	[Fill out if known, otherwise fill out lump sum under 'total budgeted']	[See 'Price per unit']	[See 'Price per unit']	[Calculate by multiplying 1, 2, and 3, or enter total amount]
	[describe your budget line. Most likely an activity]]	[Fill out if known, otherwise fill out lump sum under 'total budgeted']	[See 'Price per unit']	[See 'Price per unit']	[Calculate by multiplying 1, 2, and 3, or enter total amount]

Used output 2					
Code	Description	Price per unit (1)	Unit (2)	Volume (3)	Total budgeted
	[describe your budget line. Most likely an activity]]	[Fill out if known, otherwise fill out lump sum under 'total budgeted']	[See 'Price per unit']	[See 'Price per unit']	[Calculate by multiplying 1, 2, and 3, or enter total amount]
	[describe your budget line. Most likely an activity]]	[Fill out if known, otherwise fill out lump sum under 'total budgeted']	[See 'Price per unit']	[See 'Price per unit']	[Calculate by multiplying 1, 2, and 3, or enter total amount]

Used output X					
Code	Description	Price per unit (1)	Unit (2)	Volume (3)	Total budgeted
	[describe your budget line. Most likely an activity]]	[Fill out if known, otherwise fill out lump sum under 'total budgeted']	[See 'Price per unit']	[See 'Price per unit']	[Calculate by multiplying 1, 2, and 3, or enter total amount]
	[describe your budget line. Most likely an activity]]	[Fill out if known, otherwise fill out lump sum under 'total budgeted']	[See 'Price per unit']	[See 'Price per unit']	[Calculate by multiplying 1, 2, and 3, or enter total amount]