APPLICATION FOR CONNECTING VOICE(S): TENDER FOR LINKING AND LEARNING FACILITATION

Voice Philippines

1. **APPLICANT INFORMATION**

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| **A.1. Name of the Applicant Organisation:** |
| ***Address:*** |
| ***Telephone No.:*** | ***Email Address:*** |
| ***Contact Person and Designation:*** | ***Alternate Contact Person:*** |
| ***Registration Details:*** | ***Date Registered:*** |
| **A.2. Applicant’s Annual Budget:***Must be proven through the organisation’s annual reports.* |

1. **EXPRESSION OF INTEREST**

**B.1. Reason for Applying**

*Why are you interested in applying for this proposal? How do you see your organisation’s mandates fit within Voice and its objectives? What skills and expertise can you bring in supporting the linking & learning process within Voice?* max. 500 words)

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**B.2. Added Value to the Applicant**

*What benefits and added value will your organisation derive from this potential engagement with Voice? How will this project contribute to the realisation of your organisational goals and mandates?* (max. 300 words)

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1. **PROPOSED STRATEGIES AND BUDGET**

**C.1. Key Strategies and Activities**

*Refer to the Terms of Reference (TOR) for this call. Based on section 2 “Description of key deliverables and Voice principles and instruments,” lay down the key strategies and activities that you will do to deliver the tasks and targets. The format of the table below can be adjusted as necessary.*

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| Key Deliverables | Proposed Strategies and Activities |
| Support grantee linking and learning |  |
| Develop and organize linking & learning activities and platforms |  |
| Develop a Capacity Strengthening Approach |  |
| Promote innovation and produce publications |  |

**C.2. Streamlining**

*How will you ensure that the strategies and activities above are implemented at maximum efficiency and cost-effectiveness? What deliverables and/or activities can be streamlined? What will be your approach in order to monitor and evaluate these strategies?* (max. 500 words)

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**C.3. Inclusive Approaches**

*How will you ensure that the activities are done as inclusively as possible?* (max. 300 words)

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**C.4. Team and Staff Cost**

*What roles/positions are needed to implement this project? How much staff cost would you charge for each personnel?*

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| Position | Specific Roles and Responsibilities | Unit Cost / month | Total Cost (24 months) |
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1. **ORGANISATIONAL BACKGROUND**

**D.1. Overview of the Organisation**

*Describe the goal of your organisation, your main programs or activities, your organisation’s most important accomplishments/outcomes, and what is unique about your organisation.* (max. 500 words)

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**D.2. Track Record**

*Please list your previous experiences/projects related to the objectives and skills needed for Connecting Voice(s). Provide links or evidence of previous work. Include as many as you may deem relevant. Add more if necessary.*

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| Project: |  |
| Donor: |  |
| Description: |  |
| Link/URL *(if available)*: |  |
| Project: |  |
| Donor: |  |
| Description: |  |
| Link/URL *(if available)*: |  |
| Project: |  |
| Donor: |  |
| Description: |  |
| Link/URL *(if available)*: |  |

**D.3. Geographical Reach and Professional Character**

*Tell us your organization’s identity.* (max. 200 words)

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**D.4. Stakeholder Participation**

*Tell us how you develop your activities. How do you interact with the target-group and plan your activities with them?* (max. 200 words)

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**C.4. Partners and Linkages**

*Please describe your previous and current partners, networks and other linkages. What kind of engagement do you have with them?* (max. 300 words)

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**C.6. Human Resources**

*What is the size of your organisation and the total number of full-time and part-time employees including a breakdown by gender?*

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**C.7. Governance**

*Provide your organisation’s Board of Directors or similar governing body, the names, and contact information for the Board Chair or President and other members. In addition, provide information on how often the board meets in the last two years.*

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| **Full Name** | **Position** | **Contact Detail** |
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**C.8. Monitoring and Evaluation**

*How does your organization monitor the progress of its programs/projects? What monitoring and evaluation tools/approaches does your organization use? Will a different approach be used for the specific Voice project?* (max. 200 words)

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**C.9. Accountability and Transparency**

*Tell us how your organisation demonstrates accountability and transparency in your commitments to the donors, communities, and your target groups.* (max. 200 words)

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