



Delegation of the European Union to Turkey

Call for Expression of Interest

for

Second tranche of the Facility for Refugees in Turkey:

Health Infrastructure Action

Application Form

Deadline for submission of expression of interests:

30 June 2020

To reduce expense and waste, we strongly recommend that you use only paper for your file (no plastic folders or dividers).
Please also use double-sided printing if possible

Title of the project:	
Number & title:	
Location(s) of the project:	<specify region(s), area(s) or town(s) that will benefit from the action>
Name of entity	
Nationality of the entity	

Dossier No	
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(for official use only)

EuropeAid ID ¹	
Legal status ²	
Other entities applying in consortium ³ (if applicable)	<Name; EuropeAid ID; Nationality and date of establishment; Legal status; >

Organisation's contact details for the purpose of this action	
Postal address:	
Telephone number: (fixed and mobile) Country code + city code + number	
Fax number: Country code + city code + number	
Contact person for this action:	
Contact person's email:	
Address:	
Website:	

Any change in the addresses, phone numbers, fax numbers or e-mail, must be notified in writing to the Secretariat of the Facility for Refugees in Turkey. The Secretariat will not be held responsible in the event that it cannot contact the entity submitting a proposal.

¹ To be inserted if the organisation is registered in PADOR (Potential Applicant Data On-Line Registration). For more information and to register, please visit https://ec.europa.eu/europeaid/funding/about-calls-proposals/pador-helpdesk_en

² E.g. non-profit, governmental body, international organisation.

³ Use one row for each entity.

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1 THE ACTION

Title of the action:	
Location(s) of the action:	<specify region(s) that will benefit from the action>
Total duration of the project (months):	
Total Indicative Budget (amount)	<EUR>
Objectives of the action	<Overall objective(s)> <Specific objective(s)>
Target group(s) ⁴	
Final beneficiaries ⁵	
Estimated results	
Main activities	

1.1. Relevance of the action (max 5 pages)

Relevance to the objectives/themes/specific priorities of the call for expression of interest

Please provide all the following information:

- Describe the relevance of the action to the objective(s) and priority(ies) of the call for expression of interest.

Relevance to the particular needs and constraints of Turkey and target region(s)

Please provide **all** the following information:

- State clearly the specific pre-project situation in Turkey and target region(s) (include quantified data analysis where possible).
- Provide a detailed analysis of the problems to be addressed by the action and how they are interrelated at all levels.
- Refer to any significant plans undertaken at national, regional and/or local level relevant to the action and describe how the action will relate to such plans.
- Where the action is the continuation of a previous action, clearly indicate how it is intended to build on the activities/results of this previous action; refer to the main conclusions and recommendations of any evaluations carried out.
- Where the action is part of a larger programme, clearly explain how it fits or is coordinated with that programme or any other planned project. Specify the potential synergies with other initiatives, in particular by the European Commission.
- Explain the complementarity with other initiatives supported by the EU, by other donors (Member States & others) and Turkish authorities.

⁴ “Target groups” are the groups/entities who will directly benefit from the action at the action purpose level.

⁵ “Final beneficiaries” are those who will benefit from the action in the long term at the level of the society.

Describe and define the target groups and final beneficiaries, their needs and constraints, and state how the action will address these needs

Please provide all the following information:

- Give a description of each of the target groups and final beneficiaries (quantified where possible), including selection criteria.
- Identify the needs and constraints of each of the target groups and final beneficiaries.
- Demonstrate the relevance of the proposal to the needs and constraints of the target groups and final beneficiaries, state how the action will address these needs and improve their situation.
- Explain any participatory process ensuring participation by the target groups and final beneficiaries.

Particular added-value elements

Indicate any specific added-value elements, e.g. best practices, occupational health and safety measures, the promotion or consolidation of public-private partnerships, as well as particular inclusive measures and/or other cross-cutting elements for health area such as promotion of gender equality and equal opportunities, needs of people with disabilities, rights of minorities, children rights and youth etc.

1.2. Design of the action

Design (max 13 pages)

Provide a description of the proposed action including all the information requested below, referring to the overall objective and specific objective(s), as well as to the expected results (i.e. impact, outcome(s), possible intermediary outcomes and outputs).

- Present the intervention logic, explaining how the activities will lead to the outputs, then the outputs to the outcome(s)⁶ and finally the outcome(s) to the expected impact⁷, making explicit the main assumptions and risks along this chain of results.
- Identify and describe in detail each activity (or work package) to be undertaken to produce results, justifying the choice of activities and specifying the role of sub-contractors/sub-delegated bodies (if any) entity. What percentage of the action shall be implemented by the Entity directly and what percentage shall be sub-contracted/sub-delegated, if applicable? Do not repeat the action plan to be provided below, but demonstrate coherence and consistency of project design. List any publications proposed.
- Indicate the main studies conducted in view of defining the scope of the action.

Methodology and implementation approach (max 5 pages)

Describe in detail:

- The methods of implementation (including the main means proposed – e.g. equipment, materials, and supplies to be acquired) and rationale for such methodology;
- The organisational structure and the team proposed for the implementation of the action (by function: there is no need to include the names of individuals);
- The role and participation in the action of the various actors and stakeholders (target groups, local authorities, etc.), and the reasons why these roles have been assigned to them;

⁶ The outcomes are the mid-term expected effects of the action fulfilling the specific objective(s).

⁷ The impact is the long-term expected effect of the action fulfilling the overall objective.

- The relevant studies/works that have been carried out and checked to ensure sufficient maturity of the action;
- The planned monitoring arrangements and subsequent follow up;
- The planned internal/external evaluation processes;
- The action feasibility by detailing your experiences and resources and that would be drawn upon to carry out the action;
- Whether your organisation will manage the funds and the procurement procedures itself and/or does it intend to work with implementing partners, and/or exceptionally through a sub-delegation to another entrusted body. In case of sub-delegation, please provide an indicative list of sub-delegates and indicative amounts to be sub-delegated.

Indicative action plan for implementing the project (max 4 pages)

One should not give a specific start-up date for the implementation of the action but simply refer to 'month 1', 'month 2', etc.

It is recommended to base the estimated duration of each activity and the total period on the most probable duration and not on the shortest possible duration, by taking into consideration all relevant factors that may affect the implementation timetable.

The activities stated in the action plan should match those described in detail in section 1.2.. Any months or interim periods without activities must be included in the action plan and count toward the calculation of the total estimated duration of the action.

The action plan for the first 12 months of implementation should be sufficiently detailed to give an overview of the preparation and implementation of each activity. The action plan for each of the subsequent years may be more general and should only list the main activities proposed for those years. To this end, it must be divided into six-month periods.

The action plan will be drawn up using the following format:

Year 1 (Please indicate the actual year)													
	Half-year 1						Half-year 2						
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
Example	example												
Preparation Activity 1 (title)													
Execution Activity 1 (title)													
Preparation Activity 2 (title)													
Etc.													

For the following years:									
Activity	Half-year 3	4	5	6	7	8	9	10	Implementing body
Example	Example								

Execution Activity 1 (title)									
Execution Activity 2 (title)									
Preparation Activity 3 (title)									
Etc.									

Sustainability of the project (max 3 pages)

Please provide all the information requested below:

- Describe the expected impact of the action on its target group/beneficiaries, with qualitative and quantified data where possible, at technical, economic, social, and policy levels (will it lead to improved legislation, codes of conduct, methods, etc.).
- Provide a detailed risk analysis and contingency plan. This should include a list of risks associated with each proposed action, accompanied by relevant mitigation measures. A good risk analysis will include a range of risk types including physical, environmental, political, economic and social risks.
- Explain what mitigation measures shall be taken to address any deficiencies and significant delays in implementation of the action.
- Explain how the action will be made sustainable after completion. This may include necessary follow-up activities, built-in strategies, ownership, communication plan, etc. Distinguish between four types of sustainability:
 - a. Financial sustainability: e.g. financing of follow-up activities, sources of revenue for covering all future operating and maintenance costs.
 - b. Institutional sustainability: e.g. structures that would allow the results of the action to continue to be in place after the end of the action, capacity building, agreements and local 'ownership' of the results of the action..
 - c. Policy level sustainability: e.g., where applicable, structural impact (improved legislation, consistency with existing frameworks, codes of conduct, or methods).
 - d. Environmental sustainability: what positive/negative impact will the action have on the environment — have conditions been put in place to avoid and/or mitigate negative effects on the natural resources on which the action depends and on the broader natural environment? — are environmental and climate change concerns and support environment friendly and climate-resilient policy options considered?

Describe a dissemination plan and the possibilities for replication, extension of the action outcomes (multiplier effects), capitalisation on experience and knowledge sharing, clearly indicating any intended dissemination channel.

Cost-effectiveness of the action

Please elaborate the cost efficiency of the proposed remuneration cost and project management costs against the volume of the EU contribution requested

Logical Framework

Please fill in Annex C to the Guidelines for proposal.

Communication and Visibility Plan

Please provide a Communication and Visibility Plan (Annex D). No specific template is provided but the document shall not exceed 3 pages (A4 size) of Arial 10 characters with 2 cm margins, single line spacing.

Budget

Fill in Annex B to the Guidelines for proposal to provide information on:

- The budget of the action (worksheet 1), for the total duration of the action and for its first 12 months;

Please note that the cost of the action must be stated in EURO
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1.3. Experience of the entity submitting a proposal

Applicant's experience

This information will be used to assess whether you have sufficient and long-standing experience of managing actions of a similar project and budget to the one for which a proposal is being submitted.

This information will be used also to assess whether your organisation complies with the eligibility criteria defined in the Guidelines for expression of interest.

For similar actions

Please provide a detailed description of actions in the priorities covered by the call managed by your organisation in the past five years in Turkey and/or in the region.

Maximum 1 page per action.

Project title:		(see section 3.2 of section 3):			
Location of the action	Cost of the action (EUR)	Role in the action: coordinator or sub-contractor	Donors to the action (name) ⁸	Amount contributed (by donor)	Dates (from dd/mm/yyyy to dd/mm/yyyy)
...
Objectives and results of the action					

Please elaborate what is the added value and comparative advantage of the organisation in the subject area of the action.

⁸ If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State.

Please provide information on your organisation: its internal set-up, staffing and resources, and information on whether it has an operation centre/office in Turkey.

Financial capacity

Please indicate how much funds the organisation implemented in the area of the call in the past five years:

- with your own resources; and
- with funding from third entities.

Please indicate current and future involvement in the project/action including available budgetary resources for operations in Turkey.

2 CHECKLIST

CALL FOR EXPRESSION OF INTEREST IN THE FIELD OF HEALTH INFRASTRUCTURE

ADMINISTRATIVE DATA <u>Name of the organisation</u> EuropeAid ID number Country and date of registration⁹ Legal status¹⁰	To be filled in by the organisation
<u>Member of consortium (if applicable)</u> Name EuropeAid ID number Country and date of registration Legal status	

⁹ For organisations.

¹⁰ E.g. non-profit, governmental body, or international organisation.

BEFORE SENDING YOUR PROPOSAL, PLEASE CHECK THAT EACH OF THE FOLLOWING CRITERIA HAVE BEEN MET IN FULL AND TICK THEM OFF		Tick the items off below	
Title of the project: <indicate the title>		Yes	No
PART 1 ADMINISTRATIVE			
1. The correct form has been used			
2. The project proposal is typed and is in English			
3. The complete application is enclosed			
4. The budget is enclosed and stated in EUR			
5. The logical framework and the communication and visibility plan have been completed and are enclosed			
PART 2 ELIGIBILITY of the ACTION			
6. The project will be implemented in the provinces in those most affected by the refugee crisis			
7. The duration of the project will not exceed 48 months (maximum allowed)			
8. The requested EU financing is within the ceilings prescribed in the Guidelines (section 1.3)			