TRANSPARENCY AND ACCOUNTABILITY FOR THE PEOPLE (TAP) OF SOLOMON ISLANDS

SMALL GRANTS SCHEME

Background
The Solomon Islands Government (SIG) has partnered with the United Nations Development Programme (UNDP) to develop the Transparency and Accountability for People of the Solomon Islands (TAP) Project which takes the Solomon Islands National Anti-Corruption Strategy (NACS) as its foundation. Cost-shared by SIG and UNDP, it supports institutional efforts to reduce corruption and its impact on the people of the Solomon Islands and develop effective, accountable and transparent institutions at all levels to ensure effective and timely achievement of the national development outcomes. It offers a platform to private sector, civil society and citizens to engage, innovate and hold accountable responsible parties.

Scope and Objectives of the Small Grants Scheme
In order to enable civil society organisations to participate actively in the fight against corruption, TAP has set up a grant scheme to support their activities. To this end, it is designed to support awareness-raising, evidence gathering, and monitoring and evaluation activities of a selected group of civil society organisations related to the Anti-Corruption Act 2019 and, more generally, contributing to the overall goal of reducing the impact of corruption on access to services and information. It will build on the work undertaken previously under the Small Grants Scheme managed by UNDP.

The small grants scheme will also aim at building the capacity of civil society organisations in project design and reporting on the results of their projects, which could also be used in carrying out other projects after this one.

This year the small grants scheme will aim at awarding 10 grants amounting to a maximum of US$15,000 (fifteen thousand US dollars. The total to be granted will, therefore, be US$150,000 (one hundred fifty thousand dollars).

As part of the Small Grants Scheme, the following activities will be undertaken:

- Three-day training workshop on project design, as well as acquittals and financial reports on the projects. At the end of the workshop, the participants will not only acquire the relevant knowledge and skills but will also develop their project proposals. The workshop will also aim to provide the participants with tools and support enabling them to properly document the results of their activities. This training will be provided by Development Services Exchange (DSE), umbrella NGO in Solomon Islands.
- Administrative support will be provided to the selected civil society organisations throughout the implementation of their projects by the staff of DSE.
• **One-day workshop** organised by DSE for the presentation of the results of the projects, discussion of lessons learned and recommendations for future grant schemes.

**Eligible Groups**

To be eligible for participating in the Small Grants Scheme, an organisation must:

• be committed to promoting good governance and anti-corruption and working with other organisations operating in these areas;

• be a Solomon Islands non-profit making organisation and a member of the Development Services Exchange (DSE) or a partner organisation of a member NGO of DSE;

• be registered as an NGO under the Charitable Act of Solomon Islands and have been registered not less than two (2) years;

• demonstrate prior experience of implementing a community project;

• have participated in the training workshop on project design; and

• have a bank account.

**Eligible Projects**

To be eligible for funding from the grants scheme, a project must:

• be related to the implementation and the promotion of the Anti-Corruption Act 2019 and, more generally, contribute to the overall goal of reducing the impact of corruption on access to services and information;

• have realistic and obtainable objectives, well-defined short-term and long-term results, with a relevant and specific project agenda;

• have well-defined stakeholders and clients’ engagement strategy, and well-defined networking and partnership strategy – ensure sustainability; and

• have an effective monitoring system and well-defined indicators.

**Process for Selection of Grantees and Implementation of the Selected Projects**

The following process will be followed:
1. A call for applications for participation in the training workshop on project design, reporting and acquittals will be issued by UNDP in mid-October 2019, with a two-week deadline for the submission of applications;

2. A Steering Committee will be put in place. It will be made up of UNDP representatives (Team Leader of Effective Governance and RRM Communications Analyst), one representative of CSOs (DSE) and a representative of an integrity institution (Leadership Code Commission). The Lead Anti-Corruption Consultant will provide technical support to the work of the Steering Committee.

3. The Steering Committee will vet the applications received and select 10 to 15 CSOs, using the criteria mentioned above.

4. The selected organisations will be invited to take part in training workshop mentioned above.

5. The projects proposals drafted by the participants during the workshop will be vetted by the Steering Committee. Where necessary, the proposals will be amended.

6. Funding will be then awarded to the grantees in order to enable them to start implementing their activities. The grantees will have four months to implement their projects.

7. At the end of the process, a workshop will be organised at which the grantees present and discuss the results of their projects.
Role of the Development Services Exchange during the implementation of the projects

Building on their experience in helping to deliver the Grants Scheme last year, DSE will be charge of organising the training workshop mentioned above, providing support to enable the grantees to adequately implement their activities and build their capacities in project management. DSE will update the Lead Anti-Corruption Consultant on a regular basis, in accordance with an agreed schedule, on the progress being made by each grantee, the challenges they will encounter, and the measures taken to overcome these. At the end of the project, DSE will be expected to present a report assessing the implementation of the project, drawing lessons from the experience, and making recommendations for the future.

DSE will also be in charge of the general administrative management of the Grants Scheme in accordance with UNDP rules. They will assist the grantees in meeting the requirements in terms of financial and administrative standards. From their offices in Honiara and possibly in the provinces, they will also support and provide guidance to grantees on producing reports and communication about their results. To this end, they will contact each grantee on a regular basis and at least once a week. At the end of the project, they will provide support to the grantees in fulfilling the acquittals requirements in accordance with UNDP standards; they will collect analytical data and financial reports; and write an overview report on the financial and administrative management of the projects and make recommendations to UNDP for the future.

Deliverables expected of the Development Services Exchange

- Participation in the selection of participants in the training workshop as a member of the Steering Committee.
- Organisation of a three-day workshop for grantees on project design, reporting and acquittals in accordance with UNDP regulations.
- Participation in the selection of projects to be awarded grants.
- Support to grantees for the implementation of their projects, fulfilling their reporting and acquittals requirements in accordance with UNDP standards.
- Administrative management of the grants amounting to a maximum of US$150,000 (one hundred and fifty thousand US dollars).
- Organisation of a one-day workshop at the end of the programme at which the grantees present and discuss the results of their projects.
- At the end of the project, presentation of a report assessing the implementation of the project, drawing lessons from the experience, and making recommendations for the future.
- Collection of analytical data and financial reports from grantees to meet the requirements for acquittals in keeping with UNDP regulations.
- Presentation of an overview report on the financial and administrative management of the projects and make recommendations to UNDP for the future.