

## APPLICATION GUIDELINES

# CALL FOR PROPOSALS FOR SUBGRANTS 2024

## SMALL GRANTS TO SUPPORT INNOVATIVE SEXUAL AND REPRODUCTIVE HEALTH AND RIGHTS (SRHR) PROJECTS

### INTRODUCTION

The Centre for Health Human Rights and Development (CEHURD) is an indigenous non-profit organization advancing health rights for vulnerable communities through litigation, advocacy and research. Over the past 12 years, CEHURD has been focused on advancing sexual reproductive and health rights in Uganda through movement building, campaigns, national level and sub-national level advocacy and capacity building as well as empowering communities to demand for their human rights.

### BACKGROUND

CEHURD started a pilot small grants initiative to support innovative projects among the membership of CSMMUA and the Community Health Advocates with the aim of supporting members to address the recommendations from the Advocacy Capacity Assessment and to strengthen grassroots advocacy. The Coalition to Stop Maternal Mortality due to Unsafe Abortion (CSMMUA) was established with a mission to ensure that Uganda's Legal and Policy framework advances sexual and reproductive health and equity for women and girls.

For this final year of the small community grants initiative, **CEHURD** will award small grants of between **USD 1,000 – USD 5,000** to four (4) institutional members of **CSMMUA** working at community level and Community Health Advocates (CHAs) through an unsolicited/competitive process. The small grants are primarily for one-off innovative projects, with a duration of no more than six months. **We are thus calling upon all suitable applicants to submit their proposals for these subgrants.**

### OBJECTIVE

The main objective of this subgrant under the project is to prevent and/or reduce

maternal mortality due to unsafe abortion and other causes in Uganda, especially at the community level. This is in order to reduce abortion stigma and increase access to safe abortion services.

### FUNDING PRIORITIES

Priority will be given to the following focus areas, in no particular order:

1. Advocacy capacity strengthening on maternal health and safe legal abortion.
2. Institutional capacity strengthening.
3. Advocacy for implementation of Petition-16 Constitutional Court Judgement on maternal health at national and district level see judgement [here: https://www.cehurd.org/publications/download-category/cases/](https://www.cehurd.org/publications/download-category/cases/)
4. Safe legal abortion advocacy including Post Abortion Care.
5. Advocacy for safe motherhood.
6. Community level advocacy aimed at increasing community level awareness, engagements and action.
7. Strategic messaging on issues of safe legal abortion.
8. Access to Sexual Reproductive Health & Rights (SRHR) services for key populations.
9. Evidence generation on safe legal abortion issues.
10. Developing champions and attracting allies
11. Advocacy towards Uganda's lifting of the reservation on the Maputo protocol.

### WHO QUALIFIES TO APPLY FOR THE SMALL GRANTS?

Institutional members of CSMMUA and Community Health Advocates (CHA)

A member will qualify for a small grant **only once in 3 years from FY2022 – 2024**. This means that a member who has been awarded a small grant is not illegible to apply for another small grant within the 3-year period. This would allow more members to benefit from the initiative. A member whose application is not successful on one occasion can apply for a small grant in consequent calls for application.

### PROPOSAL DETAILS

Each applicant may include a request for up to **USD, 5,000 (Five Hundred US Dollars)** within their application for their core / administration costs. This component must be included as part of the proposal and budget. This part of a grant will only be included if the organisation applying makes a convincing case for the need for core / administration costs. This does not increase the maximum grant size which can be applied for, which remains at **USD 5,000 (Five Thousand US Dollars)**.

The applicants will submit their budgets in Uganda Shillings subjecting it the exchange rate on Ounda at the time of submission. Adjustments will be made in accordance with the prevailing exchange rate at the time of disbursement to the successful applicants.

Successful applicants will be required to share with CEHURD any required information related to the grant in a timely manner, for the further development of the initiative and other official purposes. Any

publication, audio or video program, film or other media product supported through the small grants initiative shall be shared with CEHURD and may be used for visibility of the initiative or other official purpose.

CEHURD is keen to make this initiative available to as many members of CSMMUA as possible and Community Health Advocates who have been identified and trained. They are therefore unlikely to approve consecutive grants to any organisation. This is why a CSMMUA member and a Community Health Advocate will qualify for a small grant only once in the 3 years stated earlier.

## APPLICATIONS

Applications must be sent by email before midnight on **15th March, 2024** to [smallgrants@cehurd.org](mailto:smallgrants@cehurd.org)

Applications will then be reviewed and feedback provided by the **5th April, 2024**. The application form can be accessed from **CEHURD's website** and **all CEHURD's social media pages**.

Should you require additional support or information while developing your application, you can contact [smallgrants@cehurd.org](mailto:smallgrants@cehurd.org)

Please attach all required documents to this application form. Incomplete applications risk not being considered.

## ALL APPLICANTS MUST INCLUDE THE FOLLOWING DOCUMENTS WITH THEIR APPLICATION:

- Clear address and direction to the physical premises of the facility where the applying organisation operates from.
- A copy of the registration of your organisation confirming that it is a legal entity at the national or district level.
- Proof of employment with the organisation of the person responsible for the small grant.
- Proof of registration of the person responsible with the relevant professional

body/council such as the Law Society, Medical Council, etc where applicable.

- Current audited accounts. In the absence of current audited accounts, please provide an explanation of why it is not possible to provide accounts and instead submit an annual statement of income and expenditure.
- Detailed project budget using the provided template. The budget should be provided both in the local currency. The budget **MUST NOT** exceed the stated budget above.
- A copy of the organisation structure. Alternatively, a summary list of staff positions in the organisation indicating number of people per position.
- Curriculum vitae (CVs) of the key institutional contact, the person responsible for project coordination and for the person responsible for finance management of the project.

Please note that we are likely to receive many applications and will only be able to award a limited number of small grants during the 3 years of this initiative. Some applications will therefore be unsuccessful. We will endeavour to communicate the decision to all applicants within one month of the closing date.

## WHAT TO EXPECT IF YOU ARE SUCCESSFUL IN APPLYING FOR A SMALL GRANT

If you are successful in applying for a small grant, you will be notified by CEHURD who will send you a grant approval letter which will also outline the terms and conditions of the grant.

Once the grant has been paid to your organisation, you will be required to report on the progress of the grant as well as provide accountability for the used funds. This will be explained in your grant offer letter.

Once you are a successful applicant, please ensure that you stick to the project implementation timeline, activities and budget lines. If, at any time, you need to make changes, you must contact CEHURD for approval. A failure to meet the compliance requirements of the grant may result into:

- Receiving a letter for non-compliance
- Forfeiting of any undisbursed funds
- Disallowance of any ineligible costs charged to the grant, and your organisation will be asked to pay back to CEHURD any disallowed costs
- Being banned from reapplying for future grants, among others.

## WHAT TO DO IF YOUR APPLICATION IS NOT SUCCESSFUL

If your application is not successful, you will receive a letter of regret from CEHURD. Please feel free to request any clarification from CEHURD if required. We know that all organizations that apply for small grants are committed to preventing and/or reducing maternal mortality due to unsafe abortion and other causes. Failure to succeed on one occasion does not stop you from applying through the next call for applications.

## PUBLICATIONS/INFORMATION

Successful applicants will be required to share with CEHURD any required information related to the grant in a timely manner, for the further development of the initiative and other official purposes. Any publication, audio or video program, film or other media product supported through the small grant's initiative shall be shared with CEHURD and may be used for visibility of the initiative or other official purpose.