

Call for proposals for projects in Asia (2019-2021) with a focus on “Strengthening women and youth leadership within the trade union movement ”

Development cooperation of the North-South Network within DGB Bildungswerk BUND (Education Institute of the German Trade Union Confederation)

The trade union development cooperation of the North-South Network within DGB Bildungswerk BUND (DGB BW) aims at the implementation of political, economic and social human rights, decent work for all, fostering of democracy and gender equality at work and in society for sustainable economic and social development minimizing existing inequality. To that avail, the North-South Network supports the development and consolidation of strong, democratic, politically and financially independent trade unions and organisations defending the interests and rights of the working people. For the funding of projects in the global South, DGB BW receives public funding from the Federal Ministry for Economic Cooperation and Development (BMZ).

The call for projects for the next period focuses on strengthening women and youth leadership within the trade union movement

Women and young workers face precarious working conditions in South and South East Asia. The lack of education and informalisation of work often leads to uncertain and slave-like employment relationships and therefore to economic as well as social insecurity. The overrepresentation of women and young workers in non-decent forms of work undermines their rights, perpetuates injustice in societies and weakens the prospects for sustainable economic progress in South and South East Asia.

In this context trade unions can and do play an essential role. They enable workers to organise and to negotiate with employers and companies to enhance economic and social security. Even if unionisation has a substantial positive impact on the pay and benefit of workers in general, union strategies and activities on organising often fail to reach women and young workers within the trade union movement due to lack of information and insufficient addressing concepts.

To maintain a growing labour movement, trade unions are asked to find new adequate organising and recruitment strategies. Furthermore, trade unions need to provide opportunities to deepen women and young workers' involvement in union activities – especially with regards to leadership and representation within trade unions – in order to strengthen their power and to contribute to social justice and decent work.

In this context the North-South Network is searching for projects which are dedicated to the strengthening of women and youth leadership within the trade union movement on a content and an institutional level.

Within the frame of this call for proposals projects are sought whose activities of union training, information and counselling aim at:

- advocating the respect for human rights, especially women and youth rights, the right to work and to free choice of occupation, healthy and satisfying conditions of work as well as basic social security, freedom from discrimination and the implementation of gender equality, fair pay and freedom of association,
- supporting trade unions and their members in their capacity as the collective representation of employees' interests, in particular for women and youth, in monitoring and implementing labour and social standards including the core labour standards,
- supporting trade unions, their members and employees in their being a creative part of civil society and thereby playing an important role in the democratisation of economy, state and society,
- supporting trade unions and their members to have strong capacity to represent their interests, especially those of women and youth, to act as an equal counterpart vis-à-vis governments and employers in talks and collective bargaining negotiations,
- empowering women and youth leadership within the trade union structures and their representation in executive committees,
- overcoming fragmentation of unions and promoting the unity of trade unions along with their capacity for joint campaigning,
- advocating social and gender inequality, the expansion of social security systems and of equal opportunities with a particular focus on youth and women,
- supporting the establishment and consolidation of independent and democratic trade union structures based on a broad membership.

Target groups

Direct target groups of the projects should be: trade unions and their officials and members as well as employees. Besides these, governments or representatives of public institutions, employers or the public may additionally be involved as indirect target groups.

Regional limitations

Eligible for funding are any projects in South Asia and Southeast Asia with the exception of countries that are not listed on the *DAC List of ODA Recipients* of the OECD: <http://www.oecd.org/dac/stats/document-upload/DAC%20List%20of%20ODA%20Recipients%202014%20final.pdf>

Scheduled project duration

1 January 2019 – 31 December 2021

Guidelines for funding

Who is eligible for funding?

- Union confederations; unions of national scope; regional organisations of the ITUC or of the GUFs; pro-union NGOs and such engaging in labour issues; union-affiliated or pro-union oriented research institutions and educational providers
- The implementing agency (applicant) will have to be from South or South East Asia

Prerequisites for funding

Prerequisites for the applicant organisation:

- registered (non-profit) organisation or legal person with statute and board or management
- HR and professional resources for the application, execution and accounting of a project in accordance with the BMZ provisions
- financial independence, activities independent of third-party funding. Organisation will have sufficient own resources to bear financial project risks (non-eligible expenditure) autonomously
- accounting able to identify project funds separately; experience in managing international projects will be advantageous
- as for unions: concordance with the political guidelines of DGB, ITUC, Global Unions¹ and/or their regional organisations
- organisation with a democratic and independent constitution

Conceptual project prerequisites:

- in-depth analysis of the dimension of problems in the country and in the area where the project is supposed to intervene
- realistic project planning implementable within 3 years, including then of start of project, implementing phase and end of project
- The project is orientated towards sustainability, i.e. also after termination of funding, measures can be implemented by the applicant organisation and the target group will continue to profit from the results also after termination of funding
- in line with DGB and ITUC goals

Financial scope of project

Proposals with annual budgets between EUR 60,000.00 and EUR 100,000.00 may be submitted. The annual scope of the project should not exceed 35 percent of the organisation's annual budget.

¹ <http://global-unions.org/-about-us-.html?lang=en>

Participative project planning

DGB BW attaches great value to participatory project planning which from the outset takes into consideration the opinion and perspective of the unions, their officials and members as well as the employees. During the preliminary stages of project planning, it must involve the most important organisations/persons participating in the project. Project planning should consider that

1. the project goals can be reached within the duration of the project (effectiveness),
2. the project results continue to have a positive effect on the target group even after the completion of the project funding (sustainability),
3. all genders (men, women, transsexuals and intersexuals etc.) have access to the benefits and offers created by the project (gender equality).

Eligible expenditure

For the funding of projects in the global South, DGB BW receives public funds by the Federal Ministry for Economic Cooperation and Development (BMZ). Therefore the funding underlies German law and must be accounted according to the provisions of the German Federal Budget Law. The financial and administrative prerequisites for project funding by the BMZ will be the basis for this (Federal Budget Law, Funding Guidelines by the BMZ). See also annex 4: application of funds.

Generally, the following expenditure can be funded:

Training and counselling activities in the project countries. These include all expenditures related to the preparation, follow-up and implementation of national, regional and local events such as conferences, seminars, workshops, group events; information and advisory services; drawing up of application-oriented studies, information and training material for trainers and participants;

Staff and project infrastructure of the applicant organisation executing the project on site (local partner) directly necessary for the implementation of the project. These include skilled and unskilled workers contracted for the project; short term skilled workers; material resources and costs for the ongoing business in so far as the expenditure is necessary for the project and cannot be accounted for otherwise.

The local partner shall provide an **own contribution to the project** which could be a financial contribution or as a contribution in kind. Contributions in kind include, for instance, the free use of the organisation's office and conference rooms for the use of the project, library services (where available), provision of internet and other communication media, work-capacities of organisation's employees not paid for by the project like technical support (data processing), reception, secretary and accounting services, supervision and coordination of the project by the Organisation Management, the Board.

Generally, only expenditures accrued after the start of the project (i.e. 1 January 2019) is eligible. Any costs for preparation and application etc. cannot be reimbursed.

Project application and authorisation

Applications for projects within the frame of this call for proposals can be submitted until **15th August 2017** to DGB BW. Applications should be made in **English**.

Applications to be sent by e-mail to:

proposalNSN@dgb-bildungswerk.de

The application consists of the following documents, to be submitted as separate files:

1. completed application form (annex 1)
2. project budget (annex 2)
3. completed information on partner organisation (annex 3)
4. constitutions/statutes, approvals in country (copy of the registration as a local organisation or approval as a trade union, certificates of registration/incorporation)
5. declaration of intent of the applicant organisation's Board or Management (local partner) and, as the case may be, of further partners as provided in the project
6. copy of the last financial statement, audit report;
7. evidence of tax payments
8. completed checklist (annex 5)

If necessary, further documents may be requested. The shortlisted applicant organisations (local partner) will receive preliminary information stating interest on the part of DGB BW in the proposed project presumably in January 2018 after the respective DGB BW Board decision. However, a definite positive response can only be issued after application and authorisation by the funding agency BMZ and is not to be assumed before September 2018. The project application with the funding agency BMZ will be preceded by a planning workshop of DGB BW and the applicant organisation (local partner) in the last quarter of 2018 for a detailed preparation of the project. This workshop will be financed by DGB BW.

Contractual arrangement and project implementation/reporting

After authorisation of the programme by the funding agency, DGB BW concludes the contracts with the partners. **Start of project** is usually 1 January, so in this case 1 January 2019.

Within the framework of the regular project reporting the partners will report bi-annually on the project results. After the end of the project the partners will draw up a narrative report and a financial report on the entire project duration.

Cooperation of partners during implementation of project

The applicant organisation on site (local partner) is responsible for the actual application and implementation of the project. DGB BW provides monthly advances for the project activities to the partners upon their request. Financial reporting is done on a monthly basis. Local expenditure will be audited at least once a year by an auditor appointed by DGB BW.

The local partners must commit themselves to implement the project in accordance with the planning, the budget and the monitoring instruments agreed upon with DGB BW. Furthermore, the local partners must commit themselves to provide any necessary information on the project, and particularly to present the original vouchers and receipts for any audits of DGB BW, of an auditor appointed by DGB BW or of the funding agency BMZ. The partner must also agree to have project results examined in internal and external evaluations.

DGB BW is responsible for providing the authorised funds to the amount agreed to the local partner, for monitoring implementation and the results of the project (monitoring and evaluation, see below) and for providing technical support to the extent agreed, e.g. through the provision of short term experts and international contacts.

For the implementation of the project and in order to reach the set goals a regular monitoring of the project implementation and of the intermediate project results is indispensable. Monitoring is an instrument for project managers and for the organisations implementing the project to gain important insights into the project's success, e.g. if the chosen activities are contributing in effect to the attainment of the goals, if external or internal factors are influencing the project in a negative or positive sense or if the realisation of the project is otherwise threatened. Following this information, modification to the original project design and/or the planning of activities can be made. DGB BW uses an impact-oriented approach to that avail and supports its partners with the introduction and implementation of the respective instruments. The impact of the project activities is at the centre of monitoring: What has changed for the participants or target groups of the project activities after the project activities? How do they make use of the lessons learned / the material provided / the funded structures in order to sustainably improve their situation?

Further to that, the projects are to regularly undergo an internal self-evaluation. This may be conducted with or without the assistance of DGB BW or external experts.

Towards the end of the project an external evaluation ought to be carried out by an independent service provider.

Annexes:

Annex 1: Project proposal

Annex 2: Project budget (Excel file)

Annex 3: Administrative information of the applicant organisation

Annex 4: Checklist of documents to be submitted

Annex 5: Principles of DGB Bildungswerk BUND

Annex 6: Financial Guidelines

Annex 7: Indicators and their development