



UNITED STATES DEPARTMENT OF STATE
BUREAU OF INTERNATIONAL NARCOTICS AND LAW ENFORCEMENT AFFAIRS
Embassy of the United States of America – Islamabad, Pakistan



INL-Pakistan
REQUEST FOR PROPOSALS
Corrections Program

Funding Opportunity Title: **GRANTS FOR COUNTERING VIOLENT EXTREMISM (CVE) IN PAKISTAN'S PRISONS**

Funding Opportunity Number: INL-13-GR-004-APPakistan-05082013

Award Instrument: Grant (or Cooperative Agreement)

Date Opened: 08-May-2013

Deadline: **31-May-2013**

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FUNDING OPPORTUNITY

Background:

Prisons are often the most neglected part of any criminal justice system. Approximately 80 percent of Pakistan's 90,000 prison inmates are now pre- or under-trial prisoners (UTPs). As the security situation in Pakistan continues to stress the country's courts – which are already understaffed and overworked – this problem appears to be worsening. Bureaucratic inefficiencies and resource shortfalls within Pakistan's criminal justice system further delay case processing, as does the country's dearth of affordable defense attorneys. Pakistan's excessive UTP population, in turn, generates additional further case logjams, thereby generating a vicious cycle. Lacking effective legal representation, UTPs can await trial and/or sentencing for six (6) to 36 months. The time UTPs spend in legal "limbo" often exceeds the maximum sentence they could receive even if convicted. Moreover, because Pakistan's prison system doesn't effectively classify or segregate high-threat inmates from petty offenders, thousands of non-violent UTPs end up unnecessarily incarcerated alongside violent criminals and extremists. Combined with the lack of vocational and other rehabilitative opportunities, the prison experience itself can transform petty, non-violent offenders into aggressive radicals.

Program Objectives:

The International Narcotics and Law Enforcement Section of the U.S. Mission to Pakistan (INL-Pakistan) directs corrections assistance programs designed to achieve two major objectives:

- 1) Reduce Pakistan's UTP population by increasing the country's capacity to provide effective and affordable legal aid to petty offenders.

- 2) Help rehabilitate prison inmates by providing and improving constructive vocational training and similar activities.

To this end, INL-Pakistan invites qualified Pakistani organizations to submit project proposals for U.S. foreign assistance funding. Proposals must clearly tie project activities and outcomes to one or both of the above objectives.

AWARD INFORMATION

Award Instrument: Grant or Cooperative Agreement
Floor of Individual Award Amounts: \$25,000
Ceiling of Individual Award Amounts: \$250,000

RFP Announcement Date: 08-May-2013
Application Deadline: 31-May-2013
Decision Announcement Date: 30-June-2013

Project and Budget Period: Projects launching from 01-August 2013 to 31-December-2013 are eligible for funding under this RFP; project period shall be one (1) year from the date of grant signing.

ELIGIBILITY REQUIREMENTS

This RFP is intended to serve non-profit, civil society/non-governmental organizations legally registered in Pakistan. Organizations should have at least two (2) years of program experience in the legal aid or prisoner services realm, although INL-P will consider proposals from newer organizations employing experienced program staff. Organizations must have dedicated and certified finance and accounting teams, and must maintain properly codified financial, accounting, and procurement policies.

APPLICATION PROCESS

Please follow these steps to apply for INL-Pakistan Corrections Program assistance funding:

1. Request electronic grant application forms by sending an e-mail to: inlpakistangrants@state.gov. When requesting application forms, please enter the following information into the subject line of your email: "Corrections RFP 2013 – Form Request – *NAME OF YOUR ORGANIZATION*."
2. Apply for a Data Universal Numbering System (DUNS) number for your organization, if you don't already have one. DUNS numbers are issued by Dun & Bradstreet (D&B). To request a number, visit <http://fedgov.dnb.com/webform/displayHomePage.do>. *Note that this process can take two (2) weeks; please begin early.*

3. Once your organization has a DUNS number, register your organization with the Central Contractor Registry (CCR), which is located within the U.S. federal government System for Awards Management (SAM). Please visit www.sam.gov to register.
4. Complete the INL-P Grant Proposal Form, Budget Form, and Drug Free Certification. *Please complete all forms in English, and all budgets in Pakistani rupees.*
5. Submit the Proposal Form, Budget Form, Drug Free Certification, a scanned copy of your organization's certificate of legal registration/incorporation, and any other supporting documents (i.e., previous project reports, annual statements, referral letters from other donors, etc.) in electronic format to: inlpakistangrants@state.gov. When submitting your package, please enter the following information into the subject line of the email: "Corrections RFP 2013 – Application Package – *NAME OF YOUR ORGANIZATION.*"

The application deadline is Friday, **31-May-2013**. Please be sure to submit *complete* proposals on or before this date. Incomplete or late proposals may not be reviewed during this RFP cycle.

REVIEW & SELECTION PROCESS

Proposal Review:

Each application will be evaluated and rated based on the criteria outlined below. These criteria are designed to assess the quality of the proposed project, and determine its likelihood for success. Proposals will be judged by scope/breadth, coherence, clarity, innovation, and attention to detail. An INL-Pakistan review panel will evaluate eligible proposals, but in some cases final approval authority will rest with the State Department's grants division in Washington. Review criteria will include:

- 1) **Project Activities, Scope, & Innovation** – Does the project address a major and specific need related to Pakistan's corrections system? Does it explain why this need is so critical? Does it explain the project's expected outcomes, and how achieving them will impact Pakistani society as a whole? Is the project's scope appropriate? *[20 points]*
- 2) **Organization Capacity** – Does the proposal inspire confidence in the organization's ability to implement the project successfully? Has the organization done similar work before? If not, do its employees have experience carrying out projects in prisons? Is the organization prepared to effectively monitor, evaluate, and report on project progress? *[20 points]*
- 3) **Cost-Effectiveness** – Are the proposed costs reasonable? Does the organization inspire confidence and trust in its ability to manage U.S. government funds in a responsible and efficient manner? Is the budget transparent and well organized, with no hidden or unexplained costs? Can this project be realistically implemented given the proposed budget? *[20 points]*
- 4) **Sustainability** – Does the proposal explain how the project (or elements thereof) will endure beyond the life of the grant, when foreign assistance funding may no longer be available? Does the proposal include cost-sharing, and/or some other form of donor commitment from within Pakistan? Will the Pakistan government cover any costs – either now, or in the future? Will the project recruit/utilize volunteers in carrying out its work-plan? *[20 points]*

- 5) **Geographic Coverage** – Does the proposal extend corrections activities into areas specifically lacking them? INL-Pakistan intends to fund such projects all over the country. *[20 points]*

Proposal Selection:

Depending on the number and quality of responses, INL-P will fund three (3) to ten (10) grants under this RFP. While organizations may apply for multiple grants to fund multiple projects, INL-Pakistan may limit the number of grants issued to any single organization.

Proposal selection will be competitive, with final decisions reached after all proposals have been received. Because INL-Pakistan funds are finite, not all proposals will likely be funded. In some cases, INL-Pakistan may ask organizations presenting strong but overly ambitious proposals to reduce the project scope such that the proposal can be funded partially. However, final funding decisions rest with INL-Pakistan, and will not be contestable or appealable.

AWARD NOTIFICATION & REQUIREMENTS

Award Notification:

INL-Pakistan will announce final decisions sometime around **30-June-2013** via email. Proposals selected for funding will be formalized with an Assistance Award Agreement, which must be signed by the organization’s principal officer(s). INL-Pakistan’s Grants Officer – the American official possessing the authority delegated by the U.S. Department of State’s Procurement Executive to write, award, and administer grants and cooperative agreements – will then counter-sign the Assistance Award Agreement, thereby making it legally binding.

Award Requirements:

Organizations selected for funding will be subject to a number of requirements. All grant recipients will have to file program and financial reports with INL-P on a regular basis. The frequency of these reports is subject to negotiation, and will depend on a number of factors, including the project’s scope and the grantee’s level of experience in the corrections or prisoner assistance fields. Delayed report submission, or submission of incomplete reports, may adversely impact the release of INL-P funds. In addition, a final program and financial report is required upon project completion, as part of the grant “close-out” process.

There are no branding requirements associated with this RFP; grantees may advertise the source of their funding as INL-Pakistan – or not advertise it – as they see fit.

Questions:

Please send all questions or comments to inlpakistangrants@state.gov.

*Thank you for your interest in INL-Pakistan's
Corrections programs, and for your service to
Pakistan!*