

CALL FOR EXPRESSION OF INTEREST

The Office of the United Nations High Commissioner for Refugees (UNHCR) was established on 14 December 1950 by the United Nations General Assembly. The agency is mandated to lead and coordinate international action to protect refugees and stateless persons and to safeguard their rights and wellbeing. UNHCR works with Governments and other partners to facilitate a range of comprehensive solutions including temporary stay measures, access to self-reliance opportunities, voluntary repatriation, local integration, or resettlement to a third country.

UNHCR implements its programs through partnerships with Government and local and international organizations. UNHCR identifies its implementing partners through Calls for Expression of Interest.

The purpose of this Call for Expression of Interest is to solicit interest from existing or prospective partners that wish to participate in the implementation of UNHCR's protection and assistance program in Indonesia and to contribute complementary resources – human resources, knowledge, funds, in-kind contributions, supplies and/or equipment – to achieving common objectives as agreed in a Project Partnership Agreement. Partners that are selected to implement programs with UNHCR are expected to manage the operational project activities under UNHCR's overall guidance and supervision.

Organizations that have complementary attributes to UNHCR's capacities and resources for undertaking the protection and assistance of refugees in Indonesia are invited to respond to this Call for Expression of Interest by submitting a Concept Note by latest **6 June 2024**.

The information below provides a brief description of UNHCR's protection and assistance program in Indonesia, including project goals and selection criteria, to guide interested organizations in the development of their Concept Note.

CALL FOR EXPRESSION OF INTEREST (CFEI)

Project Details	
CFEI ID	No. 24/INSJA/HCR/30527
Title	Implementation of the 2025 UNHCR Program for the Protection and Assistance of Refugees in Indonesia
Project/Programme Focal Point(s)	Ika Rini Indrawati, Associate Programme Officer
Project location	Jakarta, and surrounding areas with possibility to cover area as follows: Medan, Pekanbaru and Makassar, Indonesia.
Sector(s) and Area(s) of Specialization	
Sector(s)	Education, Socio-economic assistance/Cash Based Intervention, Gender Based Violence and Child Protection, Community Mobilization and Women Empowerment, and Labour Mobility program
Area(s) of Specialization	
Issued by	UNHCR Indonesia
Project background:	



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UNHCR, as the UN Refugee Agency, supports the Government of Indonesia in providing international protection and assistance to refugees hosted in the country. While Indonesia has a long tradition of hosting refugees, it is not a party to the 1951 Refugee Convention or its 1967 Protocol. The Government of Indonesia has authorized UNHCR to be engaged in Indonesia under its mandate to ensure international protection for refugees and others of its concern, in close coordination with relevant government agencies and other international and national organizations.

In 2016, the Government of Indonesia enacted the Presidential Regulation No. 125/2016 on the Handling of Refugees, which includes a range of important provisions to guide the development of governmental programs that ensure the protection of refugees in the country. The Regulation highlights the role of UNHCR under its international mandate and provides a framework for the coordination of activities by various government agencies. In the absence of a formal State asylum procedure, UNHCR continues to undertake registration, documentation, and refugee status determination under its mandate, and works to facilitate a range of comprehensive solutions for refugees to address their longer-term needs.

Almost half of all refugees in Indonesia originate from Afghanistan, with significant populations from Myanmar, Somalia, Iraq, Yemen, Sudan, Sri Lanka, and Pakistan. As of 31 March 2024, the total number of active refugees registered with UNHCR in Indonesia stood at 12,779 individuals, of whom 32 percent were female and 68 percent were male. Some 30 percent of the population were children. This includes 1,862 Rohingya refugees registered by UNHCR following 13 boats disembarkations since November 2023.

UNHCR will work to strengthen the resilience of the refugee communities with the aim of empowerment while addressing unmet needs of vulnerable refugees in the greater Jakarta area and with possibility to cover additional geographic areas as follows: Medan, Pekanbaru and Makassar by providing access to social services including education, socio-economic assistance, GBV and Child Protection, community engagement, supporting complementary pathways for solutions, through partnership agreements with implementing partners.

Through this Call for Expression of Interest, UNHCR is looking to collaborate with qualified partners for the implementation of its program in Indonesia. In this context, UNHCR invites international and national NGOs to submit a Concept Note based on the following overview of program needs.

Expected results:

UNHCR's program in Indonesia targeted in this Call is divided into the following **five main areas of intervention**, described in more detail below:

- Facilitating access to **education**, pre-primary, primary and secondary as well as equivalency programs.
- Facilitating **socio-economic assistance** for vulnerable refugees, including cash-based interventions, and carrying out socio-economic assessments to determine needs.
- Implementing **Gender Based Violence (GBV) and Child Protection** programs;
- **Community mobilization and women empowerment** through Outreach Volunteers (OV) management, including capacity building, activity monitoring and monthly allowance management.



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- Implementing the labour mobility programme to support **complementary pathways for solutions**, including conducting outreach, providing support during the recruitment and before departure, coordinating with UNHCR, Talent Beyond Boundaries (TBB) and other stakeholders to support the program implementation.

Partners are encouraged to express interest in becoming engaged in implementation **in all areas of intervention** but are also welcome to express interest in **one or more areas of intervention within the overall program** based on their specific expertise and capacities. Partners should ensure their Concept Note clearly indicates the area(s) of intervention for which they wish to be considered.

Area of Intervention 1 – Education

Outcome:

- Forcibly displaced and stateless people access various education opportunities, formal and/or informal at different levels, in all locations where they reside.

Outputs:

- Increased enrolment of forcibly displaced and stateless people in primary and secondary education and better access for higher (tertiary) education; and
- Schools and community-based learning centres are provided with support for learning materials and capacity building.

Main Activities:

- Facilitate enrolment to public schools for refugee children, including refugees in field locations (outside Jakarta and surrounding areas) through coordination with local Education Office and the public schools.
- Provision of transportation allowance and school supplies for the refugee children enrolling in public schools.
- Developing education programs that focus on facilitating the enrolment of refugee children in national schools (pre-primary, primary and secondary), including through intensive instruction in the Indonesian language and preparation classes.
- Community empowerment and mobilization to enhance community-based education initiatives and social interaction.

Area of Intervention 2 – Socio-Economic Assistance

Outcome:

- Vulnerable households have access and can cover their basic needs through the support from UNHCR multi-purpose cash-based intervention.

Outputs:

- Assessments and reassessments on socio-economic will be conducted in a timely and efficient manner
- Assessments and coordination with UNHCR, refugees and partners, as well as regular assistance panel meeting are conducted
- Cash distribution is conducted in timely manner to the beneficiary of Monthly Subsistence Allowance and one-off emergency cash support



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Main Activities:

- Working with Financial Service Provider designated by UNHCR in providing cash-based interventions (monthly subsistence allowance) to approximately 400-500 vulnerable households in Jakarta and greater area as well as for those in other locations as per the background above.
- Conducting socioeconomic assessments and re-assessment to determine individual assistance needs according to the vulnerability scoring.
- In coordination with UNHCR, to provide emergency cash allowance for highly vulnerable refugees according to the initial assessment.
- Implement annual Post Distribution Monitoring (PDM) to evaluate the impact of cash-based intervention.
- Manage a dedicated hotline for Socio Economic Assistance and held regular helpdesk for refugees who request information on financial assistance.

Area of Intervention 3 – Gender Based Violence (GBV) prevention, risk mitigation and response program and Child Protection.

Outcome:

- The risks of GBV are reduced, all survivors have adequate and timely access to quality services and GBV prevention programming effectively addresses root causes of GBV by reducing the incidents of GBV.
- The risk of Violence Against Children are reduced, all survivors have adequate and timely access to quality Child Protection services with the consideration of Best Interest Procedures.
- Refugee women capacity to participate on issues that affects them strengthened.

Outputs:

- All survivors have timely, safe, and adequate access to quality GBV and Child Protection services and receive quality survivor centered case management
- The workforce and the community have and apply the knowledge and skills needed to promote gender equality and to prevent, mitigate and respond to GBV.
- Refugee women participate actively in and for their community, through activities organized by UNHCR and its partners and the proportion of active female participation on leadership/management structures is equal with male.

Main activities:

- GBV prevention and risk mitigation activities including awareness raising, community engagement in prevention including male engagement activities.
- Awareness raising and capacity building activities on Prevention of Sexual Exploitation and Abuse (PSEA).
- Coordinating and ensuring interagency GBV response services are provided to survivors including provision of safehouse, psychosocial, legal, financial support and health services.
- Capacity building on Child Protection tools.
- Community empowerment and mobilization to enhance community-based protection.
- Implement refugee outreach volunteer scheme to expand outreach activities and community engagement.
- Support in information dissemination and communication with the refugee community.

- Implement different activities aiming at empowering women and promoting gender equality.
- Engage in conducting participatory assessment with the refugee community.

Area of Intervention 4 - Community mobilization and women empowerment

Outcome:

- Forcibly displaced and stateless people are able to have active engagement to provide their concerns and received feedback; and refugee women capacity to participate on issues that affects them strengthened.

Outputs:

- Inputs from forcibly displaced and stateless people are encouraged, collected and responded to efficiently through feedback and complaints mechanism and participatory approaches.
- Refugee women participate actively in and for their community, through activities organized by UNHCR and its partners and the proportion of active female participation on leadership/management structures is equal with male.

Main activities:

- Strengthened community-based protection mechanism, through Outreach Volunteers (OV) management.
- Outreach volunteers are capacitated in identifying vulnerable cases and making referrals to UNHCR and partners.
- Outreach volunteers are capacitated in conducting regular training for the community on referral mechanism and information sessions related to services from UNHCR and partners.
- Outreach volunteers deliver quality service for the communities and are well monitored through weekly planning activities.
- Support in information dissemination and communication with the refugee community and implement different activities aiming at empowering women and promoting gender equality.

Area of Intervention 5 – Complementary Pathways through Labour Mobility

Outcome:

- Refugees in protraction and having vulnerabilities access resettlement and complementary pathways are expanded.

Outputs:

- Updated information on successful complementary pathways compiled, capacity in complementary pathways increased and partnerships on different complementary pathways options explored.
- Provision of cash incentives/assistance to refugees who participate full time in empowerment/self-reliance/vocational training/community support programme.

Main Activities:

- Maintain coordination with UNHCR and TBB to implement the labor mobility program.

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- Conduct regular outreach session to sensitize communities regarding the program.
- Conduct regular helpdesk session to address technical problems refugee face in registering their profiles and to provide counselling on refugees' case progress.
- Screen and match candidate with the available vacancies.
- Support candidate during the recruitment process (intake, CV making, interview training) and before departure (English test preparation, medical check-up, and other support as needed).
- Coordinate with stakeholders (UNHCR, TBB, IOM) to facilitate departure.
- Explore partnership with other stakeholders (i.e. IOM) to support the program implementation.

All partners engaged with UNHCR are expected to work on building the capacity of and empower refugees, and are further required to take into account age, gender and diversity mainstreaming in all interventions and to specifically assess, address and monitor the protection needs of women and children.

Additionally, all activities implemented on behalf of UNHCR must be non-discriminatory and accessible to refugees regardless of religion, nationality, ethnicity, language or disability.

The scope of the project implementation may be changed subject to the availability of funds.

To ensure the adequate protection of forcibly displaced and stateless persons, UNHCR requires partners to adhere to applicable sector standards outlined within [UNHCR's areas of specialization](#).

Intended Population of Concern:

Refugees residing in Jakarta and surrounding areas, with possibility to cover area as follows: Medan, Pekanbaru and Makassar, Indonesia based on identification together with UNHCR and partners, and with authorization from UNHCR.

Project Period [estimated start and end dates of project]:

1 January 2025 to 31 December 2025

CFEI timeline

Request clarification deadline	for Application deadline	Notification of results	Estimated start date	Estimated end date
20 May 2024	6 June 2024	1 August 2024	1 January 2025	31 Dec 2025

Selection Criteria

Criteria Description	Assigned Weighting
Sector expertise and experience: the required specific skills, sector specialists, performance, knowledge, material and human resources. Knowledge of relevant protection, humanitarian principles and the approach to Age, Gender, Diversity (AGDM). Approach to the	25%

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	<p>participation of forcibly displaced and stateless people in the Programme Cycle.</p> <p>Mainstreaming measures to integrate environmental sustainability within proposed activities. Environmental considerations are aligned to the objectives of UNHCR's Strategic Framework for Climate Action.</p>	
	<p>Project management: ability to effectively deliver project objectives with robust management systems/processes, and meet the expectations of all stakeholders, as well as provide accountability mechanisms and sound financial management, taking into account the audit results of the previous UNHCR-funded projects, past performance and the external audit of partners' financial statements and pending open audit recommendations (accounts receivables and internal control related recommendations) where applicable. Clear segregation of duties policy, as well as the integration of risk management; adequate control over assets and inventory (if applicable).</p>	20%
	<p>Local experience and presence: ongoing programme in the area of operation; local knowledge; participation in inter-agency coordination fora, engaging forcibly displaced and stateless people in the programme cycle; trust from local communities; local presence; partner policy on community relations; feedback and complaint mechanisms for forcibly displaced and stateless people; and other factors that would facilitate access to and better understanding of the forcibly displaced and stateless people and that would reduce administrative difficulties.</p>	20%
	<p>Cost effective: Evidence of a methodology for allocation of shared costs to project activities. Evidence of procedures/systems that ensure maximum resources are directed to project outcomes while also ensuring that resources are also directed to activities that ensure project risks are being appropriately managed.</p>	20%
	<p>Access/ Security Considerations: ability to operate in security conditions of the Project site or country as well as existence and functionality of partner's organizational policies, procedures and practices related to security risk management.</p>	15%

Additional Information**Concept Note**

Registered NGOs are invited to submit a Concept Note that should be received by UNHCR Indonesia through email addressed to insja@unhcr.org with subject "**Response to Call for Expression of Interest No 24/INSJA/HCR/30527**"- no later than **6 June 2024**.

The Concept Note is primarily for the partner to express its unique advantage and added value in line with the project objectives. The Concept Note is intended to allow the partner to:

- Articulate its objectives in undertaking the project;
- Briefly describe the implementation approach for realizing the desired outcome of the project;

- Demonstrate the unique advantage it brings to the partnership for realizing the desired outcome of the project; and
- Demonstrate its complementarity to UNHCR's capacities and resources for the project.

It is important that the selected partner participates in the design and detailed budgeting of the project and concluding Project Partnership Agreement. Therefore, the Concept Note should not be a fully developed project proposal and should be concise, contain clear information, and not exceed four pages.

The Concept Note must clearly indicate the area(s) of intervention described above for which the partner wishes to be considered for implementation.

UNHCR reserves the right to accept the partner's proposal in whole or in part. It is at the discretion of the UNHCR Office whether the name of the selected or retained partners is announced to all applicants.

A UNHCR Implementing Partnership Management Committee will review all Concept Notes received by the above deadline in accordance with pre-defined criteria reflected above. All responding organizations will receive written notification of the outcome of the assessment by 1 August 2024 at the latest. Instructions for any necessary follow-up will be provided in UNHCR's response.

UNHCR Partner Portal

All Concept Notes must be submitted by email to insja@unhcr.org and through UN Partner Portal, which can be accessed at <https://www.unpartnerportal.org/>.

Interested partners are **required to register in the Partner Portal** if they have not already done so by following a few simple steps. As part of the registration process, interested partner will be required to submit the following documents:

- Its statute or constitutional document, establishing the entity as a non-profit organization;
- Its legal registration with the national authorities of the country of origin for the establishment of the entity as a non-profit organization; and
- Two recommendation letters that verify a good collaboration history with reputable organizations such as UN system organizations, donors (ECHO, DFID, USAID etc.) or a governmental entity.

Additionally, in order to qualify to become a partner with UNHCR in Indonesia, NGOs must provide evidence that they are formally registered with the Government of Indonesia.

Further Information

Requests for additional information or clarification on this Call for Expression of Interest can be directed to insja@unhcr.org.


UNHCR will organize a briefing on the Call for Expression of Interest and the 2025 program for interested NGOs, during which any questions can be raised. This briefing is **tentatively** scheduled for 21 May 2024.



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Additional guidance on the process of preparing a Concept Note can be found on the UNHCR Partner Portal: <https://supportcso.unpartnerportal.org/hc/en-us>

Issuing UNHCR Office	<u>UNHCR Representation in Indonesia</u>
Contact Address	<u>Atrium Mulia, Jl. H.R Rasuna Said Kav. B10-11 Jakarta Selatan 12910 Indonesia</u>
Signature, Head of Office	 _____
Full name and title, Head of Office	<u>Ann Maymann, Representative</u>
Name of UNHCR Office	<u>UNHCR Representation in Indonesia</u>
Date	<u>6 May 2024</u>