

**UNHCR**United Nations High Commissioner for Refugees  
Haut Commissariat des Nations Unies pour les réfugiés

## Invitation for Expression of Interest by

### Refugee-Led Organisations (RLOs), and Community-Based Organisations (CBOs)

The purpose of the Invitation for Expression of Interest (IEI) is to encourage Refugee-Led Organisations (RLOs)<sup>1</sup>, and Community-Based Organisations (CBOs)<sup>2</sup> to seek support in strengthening their capacity to respond to the needs of refugees and vulnerable host communities in Slovenia by establishing a small-scale partnership with UNHCR and implementing a Grant Agreement (GA). The IEI will prioritise organisations supporting:

- ☐ **Effective inclusion of refugees in local communities**
- ☐ **Strengthening resilience of refugees**
- ☐ **Legal / administrative assistance to improve and support access to rights**
- ☐ **Provision of specialised services for refugees with specific protection needs and/or heightened vulnerability**

**IMPORTANT NOTE:** activities related to cash assistance, procurement, and distribution of food and/or medicine, cross-border activities, transportation for relocation purposes and housing support will not be covered by the present IEI.

For years, community-based, and refugee-led organisation have been doing valuable work in the area of integration and support of refugees and asylum seekers in Slovenia. Since the outbreak of the full-scale war in Ukraine, there has been tremendous solidarity and hospitality from community-based organisations and people for refugees from Ukraine and they continue to provide protection and assistance.

Currently Slovenia is a home to over 8,000 temporary protection holders, almost 1,000 refugees, while 3,115 asylum claims were recorded in first six months of 2023. While all asylum seekers are accommodated in collective reception and accommodation centres, majority of temporary protection holders and refugees in Slovenia reside in private accommodations, and hence, a stronger community-based protection is required to strengthen social cohesion, and to facilitate inclusion, access to essential services and support for the most vulnerable groups.

Project proposals submitted as a part of this invitation should broadly cover the area of inclusion and integration of refugees and asylum seekers. This area can be addressed through various approaches. Possible sub-areas, which the project proposal may focus on

<sup>1</sup> A Refugee-led Organisation (RLO) is an organisation or a group in which persons with direct lived experience of forced displacement play a primary leadership role and whose stated objectives and activities are focused on responding to the needs of refugees and/or related communities. RLOs engage in advocacy, protection, assistance, and service provision to advance rights-based and people-centred responses for persons who are forcibly displaced and related communities.

<sup>2</sup> A Community-based Organisation (CBO) is a group of people who come together to accomplish a common goal (or a set of goals) that provides services at the community level. It is a non-profit, grass-root organisation whose activities are based primarily on volunteer efforts.

include, but are not limited to: mental health and psychosocial support; prevention of gender based violence; prevention of trafficking of human beings; promotion of employment and support during the employment process; promotion of enrolment of children into kindergartens and school, as well as the support during the enrolment process; general inclusion and integration support and any other areas that fall under the inclusion and integration of refugees and asylum seekers.

This invitation is a part of a programme promoting (local) civil society organisations' participation in the refugee response in Slovenia, in particular those that are led by affected populations (refugees, asylum-seekers, stateless persons and host communities) contributing to assessing community strengths and needs, inclusive and accessible planning and programme implementation, as well as capacity development. UNHCR is committed to mainstream a community-based protection across the refugee response in Slovenia building on existing strengths of local organisations and refugee initiatives promoting participation, inclusion, diversity, and localisation.

The UNHCR Grant Agreement is an opportunity to grant funding to support Refugee-led Organisations and Community-Based Organisations in the role they are taking in the refugee response and contribute to their capacity development. UNHCR promotes an Age, Gender and Diversity policy, as such organisations led by refugees, women, youth, persons with disabilities, LGBTQI+, and other diverse groups are strongly encouraged to apply.

The small grant represents **a maximum of EUR 4,000** per grant/project. The basis of partnership will be a grant agreement that entails a description of the activities envisaged during the grant period, a commitment to use funds solely for the purpose of RLO/CBO-related activities and capacity building, as well as financial and performance reporting requirements.

**A Project Proposal (within a total amount of max. EUR 4,000) can be submitted for one or more activities.**

UNHCR reserves the right to accept a proposal in whole or in part. Conclusion of a Grant Agreement with UNHCR is subject to a selection process and availability of funds. The selection of a partner through this Invitation does not constitute an obligation for UNHCR to conclude a Grant Agreement with the selected partner.

**Project Proposals should be submitted by 31 August, 2023 through the following email address: [hunbucontact@unhcr.org](mailto:hunbucontact@unhcr.org) with the following subject matter: "Expression of Interest SI-2023 – [name of the organisation]". For example, if the name of your organisation is "Helping Hand Refugees", the subject matter will be "Expression of Interest SI-2023 – Helping Hand Refugees".**

**The following organisations are eligible:**

Option 1: An organisation which is legally registered in Slovenia where it intends to perform activities or an organisation registered in another country and authorised to operate in Slovenia, where it intends to perform activities.

*Eligibility will be determined based on the review of the submissions of applicant organisations, including their respective governing documents and any other pertinent documentation demonstrating that they meet the eligibility criteria.*

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Project title and Identification		Project Location(s)		
Strengthening the capacity of RLOs and CBOs		Slovenia		
Project Period: Estimated start and end dates of project				
<p>2023 Programmed Cycle</p> <p>This invitation for expression of interest covers activities to be implemented during 2023 Programmed Cycle:</p> <p>01 October – 31 December 2023 with possibility of retention in 2024 subject to satisfactory performance and availability of funding.</p>				
Language:				
<p>Forms should be filled in English.</p> <p>Exceptionally, forms in the Slovene language may be accepted. Please contact <a href="mailto:hunbucontact@unhcr.org">hunbucontact@unhcr.org</a> if your organisation has difficulties in filling the forms in English.</p>				
Timeframe & deadlines (date open, date closed)	Date Results to be Communicated to Applicants:			
<p>Date Open: 7 August 2023 Date Closed: 31 August 2023 Queries will be accepted via e-mail to <a href="mailto:hunbucontact@unhcr.org">hunbucontact@unhcr.org</a></p> <p>For the submission of your application, please send it to the following email address: <b><a href="mailto:hunbucontact@unhcr.org">hunbucontact@unhcr.org</a></b></p> <p>Please note the call for invitations for Expression of Interest will most probably be reopened in 2024.</p>	<p>UNHCR will contact the selected applicant to initiate the partnership, as per the operational priorities, following a review of the applications and decision by the Office.</p> <p>All applicant organisations will receive a reply to their applications.</p>			
Main selection Criteria				
<p><b>Qualification as Community-based Organisation (CBO):</b> A CBO is a group of people who come together to accomplish a common goal (or a set of goals) that provides services at the community level. It is a non-profit, grass-root organisation whose activities are based primarily on volunteer efforts. This means that CBOs depend heavily on voluntary contributions for labour, material, and financial support.</p> <p><b>Qualification as Refugee-led Organisation (RLO):</b> A Refugee-led Organisation (RLO) is an organisation or group in which persons with direct lived experience of forced displacement play a primary leadership role and whose stated objectives and activities are focused on responding to the needs of refugees and/or related communities. RLOs engage in advocacy, protection, assistance, and service provision to advance rights-based and people-centred responses for persons who are forcibly displaced and related communities (<a href="#">Refworld   Definition: Refugee-led Organization (RLO)</a>). Applicant organisations are required to file an</p>				

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application that sets out the name of the grantee and the members of the organisation and include copies of the organisation's documents and bank account details. Eligibility check list includes the following and applicants are encouraged to submit any evidence vis-à-vis meeting the selection criteria.

**References / Experience working with UNHCR or its partners,** and/or evidence of previously implemented initiatives.

**Organisational Sustainability:** Number of years the organisation existed

**Governance structure:** documented evidence of an internal governing structure and diverse representation in planning and decision-making (if available)

**Operational Effectiveness:** documented evidence of beneficiaries from its operations/projects and feedback from previous beneficiaries

**Inclusion and Diversity:** equitable access by all members of a community, regardless of age, gender, ethnicity or social group to information, resources, and decision-making opportunities in the organisation

**Legal Status:** Determination of the legal status of the organisation and the appropriate contracting party: If the organisation is neither registered in Slovenia where it intends to perform activities nor in any other way legally authorised to operate in Slovenia and conclude contracts in its own name, UNHCR cannot sign an agreement with the organisation.

**Financial Management:** If the organisation does not have a bank account in its legally registered name, a bank account for a key member of the organisation in their name, or a key member of the organisation with access to mobile money, then UNHCR cannot provide a grant to this organisation.

**Other Safeguards:** The organisation should confirm that they are accountable for that its individual members to commit to the Code of Conduct, undertake mandatory training on fraud and on prevention and response to Sexual Exploitation and Abuse (<https://www.unhcr.org/protection/operations/405ac6614/secretary-generals-bulletin-special-measures-protection-sexual-exploitation.html>) and report misconduct and that UNHCR may conduct periodic monitoring.

Issuing UNHCR Office

UNHCR Representation for Central Europe in Hungary

Contact Address

Felvinci ut 27, 1022 Budapest

Senior Operations Coordinator

Ms. Muriel Tschopp

Name of UNHCR Office

UNHCR Representation for Central Europe in Hungary

Date

03/08/2023