



EXPRESSION OF INTEREST

CALL FOR LOCAL CHRISTIAN NON GOVERNMENTAL ORGANIZATIONS TO IMPLEMENT COMMUNITY CHILD CENTRED DEVELOPMENT PROGRAMS IN UGANDA

Introduction

Help a Child is a Christian, international relief and development organization, founded in 1968 in the Netherlands. As a Christian non-profit organization, Help a Child wants every child – regardless of their social, political, religious, ethnic or economic background – to have a life in dignity, with love and with a promising future.

Our thematic areas of focus are: child protection, parenting, Early Childhood Development, education, Child protection, social and economic resilience, Food security and livelihoods.

As part of our growth ambition, Help a Child is seeking to identify local Christian child-centred Non-Governmental Organization for potential collaboration in implementing Child Centred Community Development (CCCD) programs in **Uganda** subject to funding availability.

Disclaimer

- This Expression of Interest does not in any way indicate a funding commitment.
- Help a Child has a zero tolerance on corruption and will not request any applicant for any payment at any stage of the process.
- Help a Child will not cover any costs incurred by the partner in response to this application.
- Help a Child will not use any agent or third party at any stage of the application process.
- The official email address Help a Child will use throughout the process is: info@hacafrica.org
- By participating in this process, you agree to the above stated pre-conditions.

Scope of work

Our main goal is to improve child wellbeing in a sustainable way. From the perspective of holistic child development, our approach is integrated community empowerment in which different angles are envisioned.

Our unique Child Centred Community Development (CCCD) projects that typically run for 5 – 8 years are funded through two sponsorship models namely the Community Ambassador Model (CAM) and Family Ambassador Models (FAM).

The successful applicant will be required to support implementation of a CCCD program through:

- Interventions with (young) children themselves to encourage and empower them so they are able to develop properly at all levels.
- Interventions with their parents to ensure they are able to take care of themselves and their (young) children
- Interventions with the whole community and other stakeholders to set up systems which can take over the work of our partner organization.

Learn more about our Theory of Change [here](#).

Eligibility criteria

Eligible organizations should meet the following criteria:

- 1) **Identity of the organization** – Christian (working from Biblical values) local Non-Governmental Organization (not affiliated to an international organization)
- 2) Alignment to HAC's vision, mission and guiding principles.
- 3) **Holistic integrated community development** – ability to implement Help a Child's Theory of Change (ToC) or crucial parts of it to deliver integrated programs that target marginalized (young) children, families and communities in rural areas in order to enhance holistic and sustainable child development. The applicant must also have well established structures for linkages and coordination with local communities, county governments and other partners in the target county
- 4) **Sponsorship** – capacity to implement sponsorship models as well as ability to qualify for institutional funding
- 5) **Geographical focus** – active operation in at least Karamoja and West Nile Regions for the last 5 years
- 6) **Capacity & Compliance** – evidence of qualified staff with required expertise, sound financial management, internal controls, strong organizational management, governance, oversight structures and track record of accountability as well as compliance with legal requirements of registration at national and district levels
- 7) **Registration** – Holds an in-country registration as a Non-governmental organization
- 8) A clear match with Help a Child's guiding principles (for more information, visit our [website](#))
- 9) Core Humanitarian standards (CHS) – Adherence to compliance standards for quality, as mentioned under the CHS

Submission guidelines

Proposals should be submitted electronically to info@hacafrica.org on or before **5th June 2025**. Help a Child reserves the right to accept or reject any or all applications and is not bound to give reasons for its decision.



IMPLEMENTING PARTNER PROPOSAL TEMPLATE

Instructions

- 1) Please answer all questions as accurately as possible – provision of any false information will lead to automatic disqualification of your application.
- 2) Attach all the required documents.
- 3) Keep to the word limits indicated.
- 4) The narrative proposal should be submitted in word while the budget in excel.

1.	Name of organization	
2.	NGO Incorporation & permit Number	
3.	Year of registration and number	
4.	Postal address Physical location Telephone number Email address Website	
5.	Contact person Name Designation Mobile number Email address	

1. Organization profile (max 100 words)

Provide a short description of the organization's profile highlighting the mission, vision and values as well as the thematic and geographic areas of focus

2. Problem Statement (max 200 words)

In line with the proposed scope of work, describe the main problems affecting communities and children in Karamoja and West Nile regions of Uganda.

3. Project description

In line with the proposed scope of work, propose appropriate activities and justify why they should be funded as well as indicate the changes/results likely to be realized as a result of the project. **(max 500 words)**

Prepare the Theory of Change for the proposed program based on the activities you have proposed above. **(max 1 page)**

4. Sponsorship approach

Briefly describe how you would set up, implement and phase out a typical sponsorship program **(max 200 words)**

5. Organizational capability statement (max 300 words)

Provide a justification as to why your organization is best suited to be funded as an implementing partner with a focus on your technical, programmatic, organizational, financial, procurement, governance and management capacity.

6. Budget

Prepare a hypothetical multi-annual budget for the 3 years as shown below, in excel based on the activities you have proposed above. The budget should be prepared in Uganda Shillings:

- Year 1 budget: UGX 250,000,000
- Year 3 budget: UGX 550,000,000
- Year 7 budget: UGX 350,000,000

DECLARATION

I confirm that the information provided in this application is a true reflection of the operations and technical capacity of my organisation. I declare that I have no conflict of interest with any employee of Help a Child.

I understand that provision of any false information, failure to declare any conflict of interest and engagement in any malpractice during or after the partner identification process shall be grounds for exclusion from the process.

Name:

Signature:

Date:

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Stamp

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List of Supporting Documents

All applicants must attach the following documents as annexes to their application

- 1) Copy of valid organization's NGO bureau registration certificate and valid operating permit.
- 2) Copy of organization's signed constitution.
- 3) Memorandum and Articles of association
- 4) Recently certified certificate of incorporation
- 5) Valid Organizational Tax compliance certificate
- 6) Copy of last 3 years (2023/2022/2021) certified bank statements
- 7) Copy of last 3 years (2023/2022/2021) certified audit reports
- 8) Copy of last 3 years (2023/2022/2021) annual return to NGO's bureau
- 9) Copy of last 3 years (2023/2022/2021) signed Board Annual General Meeting
- 10) Latest annual report (preferably for 2024)
- 11) Organizational governance and management structure.
- 12) Up to date copies of the Organization Policies: Finance, Child Protection, anti fraud/corruption, Human Resources, procurement and any other relevant organizational policy/manual.
- 13) Two-page Resume for key project staff – Executive Director/Chief Executive Officer, Program Manager, Finance Manager, M&E Manager or their equivalents among others as applicable
- 14) Current (2024) recommendation letter from State Minister for Gender, Labour, and Social Development
- 15) Current (2024) recommendation letter from top 3 donors of your organization