REQUEST FOR PROPOSAL

SEED INNOVATION GRANT

Request for Proposal Issuance	May 11t,2018
Grant Closing Date	June 4 th, 2018
Selection of Partners/ Notification to Unsuccessful partner	June 20th
Start of Negotiation	June 25th

TRANSWORLD SEED GRANT

1. Introduction

The Transworld Group of Companies, a multi-faceted shipping and logistics conglomerate, needs a technical resource partner and is accepting proposals in response to this RFP. Because transformational social change requires breaking down the barriers to development and building a strong foundation of knowledge, skills and networks at the grassroots, Transworld Group conducts its CSR work across four issue areas, which act as pillars in the organization's strategic framework.

The four areas are:

1) Education, Arts & Civic Engagement;

2) Gender Equity & Inclusion

3) Stewardship of Marine Environment

4) Health, Food & Water Security

Each of our four issue areas of environmental and social responsibility reinforces and builds on the company's core values, which are **Customer Centrality**, **Transparency**, **Integrity, Respect** and **Excellence**; these core values embolden the company's CSR commitment to funding long-term programs and strategic initiatives which will hone and leverage internal expertise, help NGOs secure external funding and establish partnerships for effective programmatic implementation and impact evaluation. The grant will initially be for a period of one year, extendable based on success of the pilot. The Transworld group will be open to funding grantees and project partners that working on innovations in the pillars mentioned above.

2. Geography

Preference will be given to projects taking place in coastal areas and communities in and around Maharashtra and Gujarat.

3. **Scope of Proposal**

STEWARDSHIP OF MARINE ENVIRONMENT

Port, harbors and maritime development can have serious ramifications for many aspects of the environment. Studies have correlated port and harbor development with the following problems

1. *Water related impacts*: impacts caused by dredging, construction of piers, breakwaters and other structures, ship discharges (oily ballast, bilge water and sewage) and spills (detection and cleanup of spills).
2. *Land related impacts*: waterfront drainage, increased traffic burden, displacement and involuntary resettlement, trash and litter entering watershed and aquatic ecosystem, and industrial set-up and run-off into wetlands.
3. *Air related impacts*: GHG emissions from ships and hazardous material in cargoes.
4. *Ocean bio-diversity and livelihoods impact*: Projects reducing negative impacts on marine bio-diversity and enhancing livelihoods of indigenous communities.

Transworld Group commits to sustainable ocean shipping. We are seeking NGO/trust/government supported institutes partners to advance sustainability initiatives and increase ocean accountability across the ocean shipping industry. Given the scale of this project, we are reaching out to various organizations who can help us with regard to the following:

1. **Research for designing an innovative mechanism or technology to curb impacts caused by port and harbor development with focus on impacts created by the shipping industry.**
2. **Project developing sustainable community-based solution in port villages.**
3. **Projects aimed to conserve marine biodiversity.**

Selection Guidelines

Transworld will consider the following guidelines when evaluating potential grantee and project partners.

1. **Innovation and creativity**
   o potential to address an important problem or a critical barrier to progress in the field
   o potential to improve or apply a new theoretical concept, approach, methodology or tool
   o degree to which the research is original, unique and creative
   o potential gain relative to (any) perceived risk
   o degree to which the research proposes new paradigms or challenges existing ones.
2. **A Holistic Approach** to proposed project or intervention with a goal for long-term system change.
3. **Community involvement and investment** in the organization achieving their mission.

4. **Focus on sustainability** to ensure the long-term success of sustainable initiatives and projects with proven benefit.

5. **Dynamic leadership and strong governance** of the organization with the ability to inspire others with their vision.

4. Submission Guidelines & Requirements

Your problem-solving process can be at any stage, including: identifying the need, building shared understanding of the issue, generating ideas or testing and implementing solutions. Proposals can focus on one area or span multiple stages.

Eligibility

1. Not for profit organizations, universities, think tanks, government supported research institutions and social enterprises with prior experience on such projects will be given preference.

2. Organization with at least three years' experience and a turnover 1-3 crores will be given preference

3. Management Structure with established systems and processes that ensure responsible management of accounting and reporting.

4. Applicants must adhere to comprehensive non-discriminatory practices in hiring and providing services and must demonstrate a commitment to diversity and inclusion within their organization.

5. Should not have any legal matter/dispute pending in any court of India

The following submission guidelines & requirements apply to this Request for Proposal:

1. Proposal responses should appropriately address the attached project framework. Any application that does not answer a section within the project framework will be considered incomplete.

2. When appropriate, responses should detail the roles of both the grantee and the Transworld in implementing and running a successful program.

3. The proposal should not be based on outdated research methods and possess an innovative edge.

4. As part of their selection process, Transworld will conduct a limited number of interaction with select beneficiaries of the organization advancing to the final round of consideration.

5. If you have a standard set of terms and conditions, please submit them with your proposal. All terms and conditions will be subject to negotiation.
   a. Proposals must be received prior to June 4th to be considered.

The total timeline for evaluation and selection of agency will be done within a maximum period of two months.

Terms and Conditions for Funding

1. Funding will be in a phased manner and grantees will be paid 50% of the grant on agreement, 30% on a successful mid-term review and 20 % on submission of a project completion report.
2. The Transworld group does not support cash payments for direct budgetary support. All payments will be made through cheque/NEFT.
3. Funds should be used for field activities and attainment of deliverables.
4. Funds should not be used to organize seminars, meetings, events outside the scope of the project.
5. The final report should include a financial report on expenditures made as part of the project.
6. Within the one-year life cycle of the grant, grantees will be expected to submit a 6 month and annual report on the outcome and impacts.

END OF DESCRIPTION

2018 Grant Application
Incomplete applications will not be considered for a grant.

Contact Information

Date of Application_____

Organization Name_____Website_____

Street Address, City, State, Zip Code

_____

Email _____Phone_____

Date of establishment_____ Legal Form_____

Executive Director_____Email_____ Phone_____

Contact Person   _____ Email _____Phone_____

Project Title_____

Sector_____

Beneficiaries _____Region_____

PROJECT FRAMEWORK

The Project Framework Form contains the project proposal's core information, including the description of its objectives, outputs and/or deliverables, main activities, budget, staff and contractors. When preparing your request, we recommend starting with the Project Framework to obtain a full and comprehensive vision of your project proposal.

1. **Project Abstract**
   The project abstract should present a concise summary of the project. It should be no longer than a page and include the need for the project and the population it will serve, a brief description of the project and its goals and objectives, as well as the applicant's background and qualifications. Make sure you include the amount of funding that is being sought. Finally, mention how the program will be evaluated to measure the success of the programs. The abstract should be the last section you write.

2. **Statement of Purpose**
   The statement of purpose should describe the problem that the project will attempt to address, the targeted beneficiaries and how it fit into your vision and mission and aligns with broader development goals such as the SDGs.

3. **Program Description**
   Describe the project or program and provide information on how it will be implemented. Include information on what will be accomplished and the desired outcome. Expected outcome and expected impact through empirical evidence.

4. **Goals & Objectives**

   In this section, you are asked to list and describe a maximum of five (5) of the project's main objectives. Please provide a concise description of each main objective (between 150 to 200 words).

5. **Activities**

   List and describe the main activities that you will need to carry out in order to produce the outputs/deliverables, specifying the implementation schedule (start and end date), the location and target beneficiaries.

6. **Outputs**

   Clearly state and describe a maximum of four outputs/deliverable with key performance indicators and means of verification, which will serve to measure the successful implementation of the project.

7. **Impact**

   The proposal should be designed along a comprehensive theory of change specific to the organization. In this section state the long-term goals and impact the program is expected to achieve and how it connects to your strategy.

8. **Value chain of Transworld**

Please map where your project aligns with Transworld value chain

Origin

Land — Rail — Road

Warehouse — Dry Warehouse — Cold Storage

Ocean — Feeder — Liner — Coastal Shipping

Operations — Ship Owning — Ship Management — Agency

Logistics — Forwarding — Projects

Destination

9. **Values of CSR**

Transworld CSR values are part of our DNA. They guide the way we work with our business partners, within our communities and with each other. Please explain how your organizations will incorporate the following values in the project design:

- Integrity
- Transparency
- Respect
- Customer Centrality
- Excellence

10. **Budget**

Include in the budget all expenses for your project, including necessary training costs. Mention any co-funding that you are using from other sources. You may want to include a brief narrative of expenses along with a table of individual cost components.

11. **Staff and Organizational Information**

Include the staff qualifications, certifications, and skills. Describe the organization and include information indicating the organization's capacity to implement and sustain the program.

12. **Partnership**

Proposal should elaborate on existing partnership and extent of the organization's role in those partnership.

Appendix:

1. Completed project proposal.
2. Registration Certificate with address proof.
3. Pan Card Copy 9
4. Audited accounts of last three years along with acknowledgement of Income Tax Return filed in the last three years.
5. Annual Reports / Work Profile of last 5 years, indicating client base etc.
6. Copy of the work order of the PSU or Corporate for the projects worth 5 crores or more.
7. Self-declaration stating that the organization is not blacklisted by any corporate/PSU/Government Department etc.
8. Tax exemption certificate like 80G *(if applicable)*.