

*Decentralization Offering Better Results and Efficiency (DOBRE)*

**Supporting the Development of Amalgamated Territorial Communities of Ukraine**

**Local Council Capacity Development**

 **RFP 0010 APPLICATION FORM**

**Opportunity for Local Government Service Organizations (LGSO)**

***Provision of Training and Consulting Services***

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| **Name of the LGSO:** |  |
| **Establishment Date:** |  |
| **Type:** *How would you define your organization?**(EG: Educational institution, NGO, CSO, training company, association, etc?)* |  |
| **Physical Locations:***Where is your headquarters located?* |  |
| *Branch offices?* |  |
| **Name of Responsible Representative and contact info****(email/phone):**  |  |

***The section below includes questions about how your organization’s mission and expertise may fit with DOBRE’s program objectives, and what types of work you may be able to accomplish through the program.***

***Please provide all supporting documentations as possible and list them in each question. Also label all documents provided with the corresponding question number.***

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| **ORG1** | **Describe your organization/institution in terms of mission, services, and capacity to support the development of newly amalgamated territorial communities in Ukraine.**  |
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| **ORG2** | **Describe your organization/institution’s applied approach and experience in working with newly amalgamated territorial communities in the area of Improving Effectiveness of Community Councils or related government bodies. Identify which Oblast(s) and communities your organization has experience. Provide supporting materials and contacts.** |
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**General Experience in Service Provision:**

*Please provide a list of the services you have provided similar to those included in the Request for Proposals, such as training, research and analysis, project support, case study development, surveys, advisory or others. (Add lines as needed.)*

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| **ORG 3** | SERVICE TYPE and ONE SENTENCE Description | DURATION (mm/yy-mm/yy)  | RECIPIENT ORG or GOVT and Reference Contact Name |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

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| **ORG4** | **List and provide examples (hard copy and/or e-version) of training materials, reports, and documentation of your work relevant to decentralization, improving local government, or other related areas** |
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| **RFA1** | 1. **Describe in detail your organization’s vision in how to design and implement the listed activities and services that will assist the development of local councils’ capacity to fulfil their responsibilities**
2. **Identify which Oblasts your organization proposes to work**

**Add Tasks below as appropriate.** |
| * Task 1: **Local Council Authority and Responsibility Workshops** that review legislative authorities assigned to councils and other local governance bodies, introducing practical knowledge, techniques and skills needed to fulfill them.

**List Proposed Oblast(s)\_\_\_\_\_\_\_\_\_\_\_**  |
| * Task 2: Design and conduct a series of **Strategic Planning and Community Communication Workshops** that introduce long-term planning techniques and developing strategies through community engagement.

**List Proposed Oblast(s)\_\_\_\_\_\_\_\_\_\_\_** |
| * Task 3: **Public Services Budgeting & Other Important Spheres For Council Seminars** that provide overviews of the budgeting process of key public service sectors and practical knowledge needed to understand their appropriateness and cover the other spheres of local council members responsibilities

**List Proposed Oblast(s) \_\_\_\_\_\_\_\_\_\_\_** |
| * Task 4**: Role of Local Council Secretary** **and other Local Self-Governance** **trainings** that enable council secretaries and members of other bodies to effectively fulfill their assigned responsibilities.

**List Proposed Oblast(s) \_\_\_\_\_\_\_\_\_\_\_** |
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**Experts and Training Professionals Database**

*Please provide a list of the individual experts and trainers that your institution/organization has used regularly in the past, and will draw upon to provide the Tasks Proposed above. (Add lines as needed.)*

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| **RFA2** | EXPERT or TRAINER | Task # and Topic/Issue Area of Training or Assistance | Estimated times hired?Most recently? (mm/yy) | Staff or Consultant? | CV Attached? (Y/N) |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |

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| **RFA3** | **Describe Other LGSO Organizational and Outreach Resources that can be used in implementing DOBRE Tasks related to Improving Capacity of Local Councils and other Local Government Bodies that you propose.** |
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| **RFA4** | **Provide a budget narrative that describes your estimated costs to implement proposed Tasks and services and clarifies planned expenditures detailed in your accompanying draft budget. (Template/guide is provided)**  |
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