



Ethiopia Child Domestic Workers Program

REQUEST FOR PROPOSALS: GUIDELINES FOR APPLICANTS



Freedom Fund Ethiopia Child Domestic Workers Program

Supported by the U.S. Department of State Program to End Modern Slavery (PEMS₁)

REQUEST FOR PROPOSALS: GUIDELINES FOR APPLICANTS

1. Funding announcement – general instructions for Concept Note submission

Concept note submission deadline	Sunday September 13 th , 2020 by 5pm UK time. Submissions received after this date will not be accepted
Submission of questions by applicants	Questions can be addressed to the Freedom Fund by Monday August 24 th to the email listed below. The Freedom Fund will answer the most commonly asked questions and will post the answers online on its website by Monday August 31 st .
Submission method	Questions within the authorised timeframe should be emailed to childdomesticworkersRFP@freedomfund.org Concept note applications to be submitted by email to childdomesticworkersRFP@freedomfund.org
Submission requirements	<ol style="list-style-type: none">1. Narrative Concept Note as per template provided in Annex 22. Budget as per template provided in Annex 33. Due Diligence assessment questionnaire completed as per the template provided in Annex 5
Annexes to this request for proposals	<ol style="list-style-type: none">1. Freedom Fund Terminology for Project Monitoring, Evaluation, and Learning2. Narrative template3. Budget template4. Ethiopia strategy5. Due Diligence assessment questionnaire

The Freedom Fund is pleased to announce new funding available to **reduce exploitation and servitude of Child Domestic Workers (CDW)** in Addis Ababa, Ethiopia. This funding is provided through a cooperative agreement with the U.S. Department of State, Office to Monitor and Combat Trafficking in Persons (TIP office), under PEMS.

The Freedom Fund will disburse \$1.2M over two years between March 2021 and March 2023 to eight organisations to support the delivery of its hotspot₂ program strategy detailed below. Opportunities for additional funding may be available under a second phase of this program, although funding under phase one does not guarantee funding under subsequent phases.

¹ In 2017, the Office to Monitor and Combat Trafficking in Persons at the U.S. Department of State launched the Program to End Modern Slavery (PEMS) as a ground-breaking U.S. foreign assistance program aimed at supporting transformational efforts to achieve a measurable and substantial reduction of the prevalence of modern slavery – also known as human trafficking

² A “hotspot” is a Freedom Fund term that defines a set of initiatives delivered by frontline organisations in a geographic area known to have a high incidence of modern slavery, and which meets criteria designed to ensure that interventions are likely to result in a measurable reduction in slavery within five years of the Freedom Fund’s engagement. In Ethiopia, Freedom Fund has a hotspot with two distinct programs focusing on (i) Safer migration for Ethiopian migrant domestic workers and (ii) Child domestic workers in Addis.

This call for proposal specifically refers to the **Child Domestic Workers program under the Freedom Fund Ethiopia hotspot**.

Under the Child Domestic Workers program, the Freedom Fund has identified a number of **programmatic areas** of change, detailed in this document. Projects should contribute to one or more programmatic areas of change.

The Freedom Fund has also listed **recommended outputs for each of the areas of change**. Applicants do not have to cover all the suggested outputs under the programmatic areas of change if they do not have the expertise to do so. Applicants can add other outputs when those are seen as critical to achieving the programmatic areas of change. However, as much as possible, applicants should align their project with the Freedom Fund Ethiopia hotspot strategy annexed to this request for proposals.

Applicants should describe in their concept note how their intervention will deliver on their chosen area(s) of change, as well as the higher-level program objectives to which these contribute.

The Freedom Fund will only consider applications that fall within the funding opportunity and contribute to the objectives of the child domestic workers program.

Funding awards

The Freedom Fund will award \$1.2M to projects in line with its program objectives.

Maximum award per proposal: **\$150K over 25 months**. The Freedom Fund will also consider smaller projects that may not need the full funding amount and only deliver on specific recommended outputs listed as part of this RFP. For example, this may be relevant for technical assistance or training provided to police and prosecutors. Depending on the total budget requested across the successful applicants, there may be flexibility on the maximum budget allocation should a strong rationale be provided.

Geographical area

Child Domestic Workers program focuses on Addis Ababa. The Freedom Fund will be conducting a scoping and prevalence study in the second half of 2020 to inform successful applicants on where to focus their intervention within Addis Ababa.

2. Overview of the Freedom Fund

The [Freedom Fund](#) is a leader in the global movement to end modern slavery. We identify and invest in the most effective frontline efforts to eradicate modern slavery in the countries and sectors where it is most prevalent. Partnering with visionary investors, governments, anti-slavery organisations and those at risk of exploitation, we tackle the systems that allow slavery to persist and thrive. Working together, we protect vulnerable populations, liberate and reintegrate those enslaved and prosecute those responsible. The Freedom Fund supports over 100 partner organisations in its programs in Brazil, Nepal, India, Ethiopia, Myanmar and Thailand.

Established in 2015, the Ethiopia hotspot promotes safer migration by enabling women and girls to make informed decisions when considering migrating to the Middle East for domestic work. The hotspot also works to improve the migration system by engaging local and national governments. Ultimately, the program seeks to reduce the likelihood of women and girls falling into domestic servitude and/or becoming victims of human trafficking.

Over the past five years, the hotspot has grown to include 12 implementing partners supporting 13 projects. The Ethiopia hotspot has impacted over 128,000 survivors of trafficking and vulnerable women and girls. Together, hotspot partners have established community conversation and school groups focused on preparedness and decision making; supported returnee migrants to reintegrate to life in Ethiopia; provided vocational training and livelihood support to those seeking work within Ethiopia or abroad; and collaborated with local structures to better equip communities to prevent human trafficking and promote improved migration outcomes.

Building on the success of the first five years of the hotspot, the Freedom Fund has developed a new strategy for 2021 onward, which includes two programs focused on (i) safer migration and (ii) child domestic workers. The Ethiopia hotspot strategy annexed to this document provides further details on both programs. This RFP focuses exclusively on child domestic workers.

3. Freedom Fund’s Ethiopia Child Domestic Workers Program Strategy

The Freedom Fund Ethiopia hotspot seeks to reduce the prevalence of servitude amongst child domestic workers in Addis Ababa. The program strategy is described below. The Freedom Fund is inviting applicants to submit a concept note for projects that align with the program’s objectives and programmatic areas of change.

3.1. Child domestic workers program

The program aims to improve child domestic workers’ working conditions and reduce domestic servitude of Ethiopian girls by:

- Influencing the behaviour of key stakeholders, primarily formal and informal recruiters, transporters and employers
- Improving government ability to monitor child domestic workers’ conditions
- Supporting CSO advocacy capacity to improve government responsiveness and the legislative framework, including mechanisms for children’s participation in advocacy work
- Improving the quality of services provided to at-risk child domestic workers and survivors, especially access to education and vocational training.

3.2. Program objectives, areas of change and recommended outputs

The table below summarises the program objectives, the expected areas of change under each objective and the recommended outputs for each of the areas of change. The recommended outputs include the type of activities that the Freedom Fund would like to fund. Additionally, applicants are welcome to suggest other activities that fit within the hotspot’s objectives and areas of change.

Child domestic workers program	
Objective 1: Positively influence the behaviour of key stakeholders including communities, recruiters and employers, and strengthen the enforcement action of government to reduce domestic servitude amongst Ethiopian girls	
Program Expected Areas of Change	Recommended outputs

<p>Area of change 1: Key stakeholders including communities, recruiters, transporters and employers adopt positive behaviours and actions that contribute to improving the working conditions of child domestic workers (CDW) and reduce risks of servitude.</p>	Transport workers in Addis Ababa trained to identify children at risk and refer them to relevant services.
	Informal and formal recruitment actors (including community or family members) identified and engaged in informational sessions regarding prevention of domestic servitude.
	Direct outreach and engagement of employers undertaken to improve working and living conditions of child domestic workers.
<p>Area of change 2: Improved monitoring of CDW working conditions and increased sanctions enforced against exploitative recruiters and/or employers.</p>	Workshops/training held for police, prosecutors, and social affairs officials to engage on strategies to prevent child domestic servitude.
	Breaches of child welfare, labour and anti-trafficking laws and processes identified and lodged with relevant enforcement, labour and social affairs officials.
	Technical support to the Ministry of Labour and Social Affairs, the Federal Police Commission, the Office of the Attorney General and the Ministry of Women's, Youth, and Children Affairs provided to strengthen the legislative and regulatory framework against child domestic servitude.
<p>Area of change 3: CSOs effectively advocate for better working conditions for CDWs and the government adopts improved conventions/laws and/or systems/procedures to better protect children from exploitation in domestic work.</p>	Develop participatory processes that provide the space for current and former child domestic workers to inform and improve interventions.
	The Ministry of Labour and Social Affairs, the Federal Police Commission, the Office of the Attorney General and the Ministry of Women's, Youth, and Children's Affairs mobilised to strengthen the legislative and regulatory framework against child domestic servitude.
<p>Objective 2: Enable survivor-centred and trauma-informed support and reintegration services to children affected by domestic servitude within Ethiopia</p>	
<p>Area of change 4: Child survivors and children at risk of servitude have improved education and life skills, and child survivors can sustainably reintegrate into the community.</p>	Educational services and life skills training provided to children at risk of domestic servitude.
	Vocational and skills training provided to survivors of domestic servitude to enable alternative livelihoods.
	Aftercare services provided to children removed from domestic servitude, including residential/shelter and community care.

3.3. Expected programmatic areas of change

This section describes the programmatic areas of change under the Child Domestic Workers program. It provides applicants with further details about the type of changes that the Freedom Fund funded

initiatives should generate. ***Your project proposal does not have to address all the programmatic areas of change listed below but should focus on the areas where your organisation can add value and bring specific expertise.***

- I. ***Area of change 1: Key stakeholders including communities, recruiters, transporters and employers adopt positive behaviours and actions that contribute to improving the working conditions of child domestic workers (CDW) and reduce risks of servitude.***

The Freedom Fund will launch the program with a scoping study in Addis Ababa to better understand the profile and conditions of child labour in Ethiopia. The study will help frame interventions that are relevant to Ethiopia's cultural and normative context surrounding child domestic work.

Changing public attitudes and employers' behaviours are essential for improving CDW working conditions and reducing servitude. It is also important to shift perceptions of the employer as a benefactor and increase employers' understanding of their responsibilities towards the children working for them.

Recruiters play a significant role determining the employment outcome for children seeking domestic work. Recruiters need to understand the legal framework protecting children's rights and ensure that children who can work legally are doing so under certain conditions, including with limits on hours worked per day and with access to basic education. Increased awareness about protection mechanisms against abusive working conditions can help to prevent and/or address some forms of abuse. In addition, the Freedom Fund will **work specifically with transport workers** who come across many migrant child workers. Transport workers, if properly trained, can play an important role in identifying isolated children and refer them to relevant services.

Engaging employers and incentivising them to improve children's working conditions is a key strategy towards reducing servitude. This requires persistence, effective and creative strategies to nurture the goodwill of employers and access to child domestic workers. For example, it is better to engage employers by highlighting the value of education and recreational time for CDWs rather than taking a purely punitive approach. The Freedom Fund will be commissioning a behaviour change campaign to run in parallel with sub-awardees' interventions to engage employers.

- II. ***Area of Change 2: Improved monitoring of CDW working conditions and increased sanctions enforced against exploitative recruiters and/or employers.***

Engaging law enforcement is essential to ensure that exploitative recruiters and employers are fined and/or prosecuted.

Efforts to curb illegal activities will require **enforcement bodies and labour inspection services in particular, to better monitor, coordinate and oversee** the sector so as to ensure rule of law.

The Freedom Fund aims to support **capacity building** of law enforcement and relevant government bodies - like **the police, child protection unit, prosecutors and social affairs officials** - to better understand the legal framework as it relates to child domestic work abuses including common breaches of labour and anti-trafficking laws relevant to child domestic work. Training needs to lead to an **increased scrutiny and monitoring** of the working conditions of child domestic workers and an **increase in the number of cases identified and lodged** with relevant enforcement officials.

Alongside building capacity of government bodies, the strategy will also **look at prosecuting** recruiters and employers who break the law. The Freedom Fund will fund the following activities under this area of

change: training relevant stakeholders, establishing accessible complaint mechanisms for CDW, prompting the investigation of complaints and prosecuting exploitative employers and traffickers.

III. *Area of Change 3: CSOs effectively advocate for better working conditions for CDWs and the government adopts improved conventions/laws and/or systems/procedures to better protect children from exploitation in domestic work.*

It is essential to recognise that child domestic work requires regulation and oversight. The fact that Ethiopia has still not ratified ILO Convention 189 remains a barrier to progressing the cause of domestic workers in general. Without labour rights, child domestic workers are further hidden, unprotected and exploited in secrecy. This remains a major challenge to tackling servitude.

Child domestic workers who can work legally must also be provided with decent working conditions and access to education. The scoping study and prevalence baseline of domestic workers to be conducted by the Freedom Fund in partnership with the Population Council in 2020 will provide valuable inputs and findings that will inform our advocacy efforts.

The **voices of children** need to be central in this work. The Freedom Fund wants to provide the space for child domestic workers to inform the advocacy work to be carried forward under this strategy. It is important to recognise the value of **child domestic workers' participation** and ensure that they are **consulted** so that they **shape the decision-making processes** that impact their lives. Interventions should allow for consultation with child domestic workers throughout the program implementation.

The Freedom Fund will also consider **strengthening the organisation and collective bargaining power of child domestic workers**, building on what might already exist to amplify their voices. This should link with and feed into the advocacy efforts led by CSOs.

Spaces for civil society actors to influence and hold the government accountable have historically been limited in Ethiopia. The Freedom Fund will support a **rights-based approach to advocating** for better working conditions for children, which may be a new area of work for a number of frontline organisations and local civil society actors.

The Freedom Fund will fund organisations that can **advance the rights of CDWs and advocate for better protection and responses**. Indicators of success will include **government responsiveness to CSOs' demand for legislative and/or systems changes**.

It may be useful to explore new partnerships with trade union movements, for example, which have traditionally played a key role in advocating for the protection and recognition of domestic workers' rights in a number of countries. Those strategic collaborations could help advance the cause of child domestic workers, which remains invisible and largely unaddressed by the government.

IV. *Area of Change 4: Child survivors and children at risk of servitude have improved education and life skills, and child survivors can sustainably reintegrate into the community.*

Frontline organisations are best placed to reach child domestic workers and provide essential services to exploited children. Comprehensive **reintegration services** are needed to respond to the immediate and long-term needs of child survivors. These services include **shelter, health, legal, trauma and**

counselling support; and **education and vocational training.** Services should be child-centred and trauma-informed. The Freedom Fund will invest in improving the quality of reintegration services.

Whenever possible, the reintegration approach should reunite the child with his family and provide the necessary support for the child to remain with his family.

In addition, the Freedom Fund will focus on providing access to education and vocational training to child survivors and those at risk of servitude.

Alternative learning programs that work for at-risk children are essential to guarantee their right to education. Education programs need to consider both pedagogic content and the flexibility of delivery. The content might incorporate topics relevant to CDWs not normally included in the mainstream curriculum. Access to high-quality education that is relevant to CDWs is paramount.

In addition, central to the Freedom Fund’s approach to rehabilitating child survivors is vocational training models that provide them with alternative livelihood opportunities. Vocational training should focus on building skills that will allow domestic workers to access and secure jobs available in the local labour market. For children under the minimum age for work, innovative solutions should be sought to support their development.

4. Eligibility

Only applicants who meet all of the following criteria will be eligible for funding:

- Organisations with existing legal authority to operate in Ethiopia (i.e. registered non-profit organisations, multilateral organisations, academic institutions, and for-profit organisations that do not generate profit from grant-funded activities.)
- Organisations that can comply with U.S. government rules and regulations including the Uniform Guidance. Official website: www.govinfo.gov/app/details/CFR-2014-title2-vol1
- Organisations that submit a project budget representing no more than 30% of their annual income.
- Organisations that submit their Concept Note on time using the budget and narrative templates provided and complete the due diligence assessment questionnaire.
- Proposals must align with the Freedom Fund’s programmatic areas of change as detailed in this RFP.

To be eligible for assessment, the following must be submitted		
No	Item to be provided	Yes/no
1	<p>Written self-declaration signed by a board member certifying that</p> <ul style="list-style-type: none"> (i) the organisation has the right to operate in Ethiopia (ii) the organisation can comply with U.S. government rules (iii) the organisation submits a project budget representing no more than 30% of the organisation’s annual income. <p><i>Please note that this will be checked during the formal due diligence process which will be conducted at a later stage for all successful proposals.</i></p>	
2	Narrative, budget and due diligence self-assessment questionnaire completed with all sections filled as per template and instructions provided.	

5. Scoring criteria

All Concept Notes that are eligible as per the criteria listed above, will be assessed against the following scoring criteria:

Programmatic assessment		Scoring
Project context and risk	<ul style="list-style-type: none"> Understanding of the program environment Understanding of covid-19 related risk and adequate steps taken to mitigate against its impact 	10 points
Project relevance	<ul style="list-style-type: none"> Analysis of the problem Clear approach to how the project will address the problem Relevance of proposal to achieving program objectives and expected results 	20 points
Project design	<ul style="list-style-type: none"> Logical structure with clear activities leading to expected changes and objective(s) Target beneficiaries group is achievable and appropriate in relation to activities. 	20 points
Program experience	<ul style="list-style-type: none"> Demonstrable relevant experience Preference given to organisations who have implemented anti-slavery programming. 	10 points
MEL section & MEL project table	<ul style="list-style-type: none"> MEL system at organisational level Coherence of the MEL project table 	20 points
Budget	<ul style="list-style-type: none"> Proposed budget within the specified range Budget includes a 90/10 ratio for program and administrative costs Budget and narrative well aligned 	20 points
Organisational capacity	<ul style="list-style-type: none"> Applicants will be required to fill in a due diligence self-assessment to assess whether the organisation has the expected systems and policies in place to adhere to USG regulations. This should also be used by partners to understand the expectations of the Freedom Fund and the donor in relation to managing and accounting for U.S. government funding. 	Not scored

In addition to the above scoring, the Freedom Fund reserves the right to select proposals that allow it to deliver on all the programmatic areas of change.

6. Evaluation and award process

- Concept note:** Applicants must submit a concept note by Sunday, September 13th, 2020 by 5pm UK time. The Freedom Fund will assess concept notes against the eligibility and scoring criteria. The Freedom Fund will review concept notes and inform applicants by the first week of November 2020 if submissions are accepted and if an invitation is extended to move to the next stage of the application process. Selected applicants will then have three weeks to complete and submit a full proposal.
- Full application:** Only successful applicants will be invited to submit a full proposal. The Freedom Fund aims to select successful final applicants by the end of 2020. Please note that not all applying organisations will receive funding.

- c. **Final selection of applicants:** Successful applicants will have to go through a full due diligence process prior to signature of the contract. The Freedom Fund expects program implementation to start in March 2021 for those who successfully complete the due diligence assessment.

7. How to apply

- a. The deadline for submissions of concept notes is **September 13th, 2020** by 5pm UK time.
- b. Please submit a fully completed Concept Note to childdomesticworkersRFP@freedomfund.org. If you have any questions, please email them to childdomesticworkersRFP@freedomfund.org by Monday August 24th, 2020. Answers to most commonly asked questions will be published on the Freedom Fund website by Monday August 31st, 2020.

Annex 1: Freedom Fund terminology for project monitoring, evaluation and learning

1. Projects are made up of activities.
2. Activities lead to programmatic areas of change (otherwise known as intermediary outcomes). Projects aim to achieve a small number of outcomes. These describe the desired change at the end of the project, rather than the type of activity that will get you there. So, economic empowerment activities such as vocational training and self-help groups might have an outcome of “Increased household income.” The project outcomes should be achievable and measurable within the grant period, unlike the impact, which a project will only partially contribute to achieving (see below).
3. Outputs are the quantifiable direct goods and services provided by grantee partners as a result of their activities. For example, the number of trainings delivered, meetings held, children enrolled in school, etc. Note, if you are selected to submit a full proposal, more detail about the outputs will be required, but we do not expect you to know all of this information at the concept note stage.
4. Programmatic areas of change are changes brought about by activities that are measurable quantitatively and/or qualitatively within the life cycle of the project.
5. Impact is change at a high level, suggesting the project is achieving its overall goal. For Freedom Fund projects this will usually mean a reduction in a form of modern slavery, depending on context. Due to limitations in the scope of the project and its available resources, a single project usually will not be able to achieve the impact by itself but will contribute to the achievement of the impact.

[Annex 2: Narrative template – click here to see the Word document](#)

[Annex 3: Budget template – click here to see the Excel document](#)

[Annex 4: Ethiopia strategy – click here to see the PDF](#)

[Annex 5: Due diligence assessment questionnaire – click here to see the Word document](#)