



Request for Proposal for:

- a) **Training on building capacity in fundraising and proposal writing.**
- b) **Develop and training on Project Cycle Management for strong monitoring, evaluation, and learning system**

About the Mount Valley Development Association:

Mount Valley Development Association (MVDA) is a civil society actor that works toward improving the quality of life of rural people by promoting livelihood initiatives along with early child care and girl child education. The idea of MVDA was inspired by *Sarvodaya Movement* and its approach in Himalayas. In the early 90s poor economic conditions and a slow pace of development in *Bhilangna valley of Tehri Garhwal* district compelled MVDA to work for the economic empowerment of the community.

Our vision is to be a catalyst of change in supporting the local community toward the eradication of poverty through sustainable livelihood initiatives, and the creation of a society firmly rooted on the principles of social harmony, justice, and solidarity.

I. Introduction:

MVDA invites qualified and experienced individuals or firms to submit proposals for the provision of **a) Training on building capacity in fundraising and proposal writing** **b) Development and training on Project Cycle Management for strong monitoring, evaluation, and learning systems.**

The aim is to enhance the skills and knowledge of our team members, enabling them to develop effective fundraising strategies, craft compelling proposals, and enhance the capacity of our organization to effectively manage projects through well-established and integrated PCM practices.

II. Objectives:

The primary objectives of this engagement are:

Training on building capacity in fundraising and proposal writing:

1. Develop an all-encompassing fundraising strategy for MVDA that aligns with its mission, objectives, and future aspirations.
2. Empower the MVDA team with enhanced skills to craft compelling proposals and formulate a sophisticated fundraising strategy, fostering increased effectiveness and success in fundraising endeavors.

Development and training on Project Cycle Management for strong monitoring, evaluation, and learning systems:

1. Craft a comprehensive Logframe/Theory of Change for each project, elucidating clear project goals, outcomes, and outputs.

2. Identify and establish precise success indicators aligned with project objectives to gauge both project and organizational success.
3. Design and implement customized digital tools for efficient data collection, storage, and analysis.
4. Develop and implement a comprehensive Monitoring, Evaluation, and Learning (MEL) system seamlessly integrated into project activities.

III. Scope of Work:

Training on building capacity in fundraising and proposal writing:

1. Designing a customized training program both offline and online focused on fundraising strategies and proposal writing.
2. Providing relevant materials and resources to support participants in their learning journey.
3. Offering post-training support or resources for continued learning.

Development and training on Project Cycle Management for strong monitoring, evaluation, and learning systems:

1. Designing and delivering training sessions on PCM principles offline and online, including project planning, implementation, monitoring, and evaluation.
2. Developing tools and resources for effective project monitoring and evaluation.
3. Develop and deploy tailored digital tools to streamline the process of data collection, storage, and analysis for enhanced efficiency.
4. Offering post-training support or resources for continued learning.

IV. Qualifications and Requirements:

Training on building capacity in fundraising and proposal writing:

1. Demonstrated experience in delivering training programs related to fundraising and proposal writing.
2. Expertise in fundraising strategies, proposal development, and best practices.
3. Details of 2 previously trained organizations as references.

Development and training on Project Cycle Management for strong monitoring, evaluation, and learning systems:

1. Demonstrated expertise in Project Cycle Management, monitoring, evaluation, and learning systems.
2. Proven experience in designing and delivering training programs on PCM.
3. Details of 2 previously trained organizations as references.

V. Proposal Submission Guidelines:

Interested parties are requested to submit their proposals by 10th March, 2024 Proposals should be sent to contact@mvda.org.in The subject line of the email should read: "**a) Training on building capacity in fundraising and proposal writing b) Development and training on Project Cycle Management for strong monitoring, evaluation, and learning systems – Applicant name**"

The proposal should include:

a) Training on building capacity in fundraising and proposal writing:

1. A detailed outline of the proposed training program, including topics to be covered and training methodologies.
2. A summary of the trainer's relevant experience and qualifications

3. Proposed training schedule, duration, and Budget details, including all costs associated with the training.

b) Development and training on Project Cycle Management for strong monitoring, evaluation, and learning systems:

1. Outline of the proposed training program, including topics, methodologies, and materials.
2. Detailed approach to developing a customized Project Cycle Management framework.
3. A summary of the trainer's relevant experience and qualification
4. Budget details, including all costs associated with development and training.

Evaluation Criteria:

1. Relevance and comprehensiveness of the proposed PCM framework.
2. Budget details, including all costs associated with development and training.
3. Methodologies and materials.

VI. Timeline

Release of RFP: 5th March, 2024

Deadline for Proposal Submission: 10th March, 2024

Proposal Evaluation Period: 12th March, 2024

Contract Award: 15th March, 2024

Assignment starts: Just after finalization of the contract

Project Location: Tehri Garhwal, and Dehradun, Uttarakhand. (This assignment will require physical visit in project location and online session with team)

MVDA reserves the right to reject any or all proposals and to negotiate modifications with the selected contractor. This RFP does not commit MVDA to award a contract or to pay any costs incurred in the preparation of a proposal

For inquiries, please write to contact@mvda.org.in

Thank you for your interest in partnering with
Sincerely.