

ANNUAL PROGRAM STATEMENT  
USAID-Panama-10-003-APS

**SMALL GRANTS PROGRAM  
For  
Community Youth at-Risk (CYAR)**

Issuance Date: Feb-04-2010

Closing Date: Aug-04-2010

USAID/Panama solicits expressions of interest from prospective local non-governmental organizations to receive small grants for implementing activities in support of USAID/Panama's Community Youth at-Risk (CYAR) Activity. NGOs are expected to contribute innovative ideas to address at-risk youth issues at the community level. It is expected that submissions will focus on a specific program area to carry out youth development activities that are within the interests of the community and respond to USAID/Panama's Community Youth at-Risk Activity. Expressions of interest can be submitted at any time up to August 04, 2010 and will be reviewed on a first come/first served basis.

### 1.0 BACKGROUND

Nearly one quarter of the Panamanian population is between the ages of 15 and 29. These youth are offered few opportunities to successfully integrate into society as productive citizens, a fact which further exacerbates inequality, poverty, and much of the crime and violence plaguing many communities in Panama.

USAID/Panama soon will be launching a Community Youth at-Risk (CYAR) Activity, which is focused on preventing youth from becoming involved in gangs or other criminal activities while promoting positive and structured alternatives. The ultimate goal of the CYAR Activity is greater citizen security and community safety. As a part of this activity, USAID/Panama is piloting a Small Grants Program (SGP). The purpose of the SGP is to support the empowerment of the community as initiator, key coordinator and stimulator of activities from a community-based perspective. Through the SGP, USAID/Panama will support micro-level projects at the community level that emphasize multi-sectoral coordination through grants to local Non-governmental organizations (NGOs) to carry out program tasks. The goal is to identify activities aimed at youth that respond directly to community needs and will produce quick, tangible results.

The implementation period for successful applicants will be one-year. The Small Grants Program will have a budget of up to \$100,000.00, subject to the availability of funds. The maximum value of each grant will not exceed \$10,000 in cash and/or goods.

### 2.0 Geographic Focus

The target geographic areas will be communities within the Municipalities of Panama, Colon, and San Miguelito with the following characteristics:

- Urban red zone areas with a high level of delinquency, crime, gangs, and violence;
- Populations with a high percentage of youth;
- Areas with similar social, family and economic characteristics i.e., family income, level of schooling, unemployment rates, poverty, dysfunctional families and domestic violence;
- Communities demonstrating strong coordination between local entities (e.g. schools, religious groups, NGOs, private sector, local government).

### 3.0 Guiding Principles and Criteria for Evaluating Proposals

Applications **must** meet the following criteria:

- A concise definition of the problem, selection of a specific geographic area, well-defined program objectives, a brief discussion of the proposed approach to be used for achieving the objectives and milestones for assessing progress;

- The application must explain how the proposed program activities support and align with USAID/Panama's CYAR Activity goals of safer, more stable communities based on the CYAR synopsis in the below links;  
<http://www.usaid.gov/pa/Information/Documents/Assistance%20Objective%20Description.pdf> (English)  
[http://www.usaid.gov/pa/Information/Documents/descripcion\\_del\\_objetivo\\_de\\_la\\_asistencia.pdf](http://www.usaid.gov/pa/Information/Documents/descripcion_del_objetivo_de_la_asistencia.pdf) (Español)
- The implementation and completion of the proposed activities must be achieved within one year;
- Preference will be given to organizations that can demonstrate experience or future plans to work and/or coordinate with the police;
- Organizations contributing up to 100% of the value of the grant in matching funding or in-kind donations will receive preference. The source of the organization's contributions may come directly from the applicant organization, from a private sector partner, or other entity.

#### 4.0 Eligible Applicants

Qualified applicants must be legally registered and established Panamanian non-governmental organizations (NGOs) operating in the select geographic areas. Applicants must show a clear organizational structure, vision, and achievable, sustainable program objectives and activities. A proven track record in their particular program area is recommended. NGOs with a strong commitment to youth, experience working in partnerships, networking, alliances and innovation are preferred. NGOs must be administratively and financially capable of managing funds received from external sources.

#### 5.0 Grant Limitations

Proposed program activities should focus on *prevention*, such as youth facing various hazards in their lives but who have not yet engaged in risky behavior (for example those living in disadvantaged situations and potentially in danger of dropping out of school or becoming unemployed). Grants may not be used to provide legal services to youth in jail.

#### 6.0 Proposal Instructions

Applications are limited to no more than 10 pages in length, (Arial, 12 font size, with one inch margins), including annexes, and may be submitted in Spanish or English. Within the outline suggested below, applications should address the factors cited in Sections 2.0, 3.0 and 4.0 above.

The proposals should be formatted as follows:

**Cover Page/Introduction** must include 1) Name and address of the organization; 2) Type of organization, e.g. religious, social, etc. 3) Contact point (phone and email); 4) Names of partner organizations; and, 5) Signature of authorized representative of the applicant organization.

#### Technical Information

1. Description of the organization, key personnel's previous experience, current programs (One paragraph in length);
2. Problem Statement;
3. Goal and Objectives. Concise title, geographic area and objective(s) of proposed activity;
4. Organization's measurement of "success" and its contribution to USAID's CYAR Activity's objectives.
5. Duration of the activity and timeline and number of people who will benefit (disaggregated by gender and age, where appropriate);
6. Monitoring and evaluation plan.

#### Cost and Supporting Information

1. Estimated budget, with breakdown of activities and the annual budget for the last three years
2. Amount of applicant's counterpart contribution

Applications and all inquiries related to this solicitation should be directed to:

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#### 7.0 Evaluation Criteria

The technical applications will be evaluated in accordance with the following Evaluation Criteria listed in descending order of importance:

- Adequacy and realism of approach in meeting expected program objectives, milestones, and activities
- Understanding of constraints/challenges of assistance context including other donor engagement
- Demonstrated experience or future plans to work and/or coordinate with the police