



Simón Bolívar  
Foundation®

## **Integral Maternal, Neonatal and Childhood Healthcare Grant Program**

**March, 2022**

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## 1. OVERVIEW OF FUNDING OPPORTUNITY

Simón Bolívar Foundation Inc. (the “Foundation”) is a private foundation under section 501(c)(3), Title 26 of the Internal Revenue Code, and was founded by its sole member CITGO Petroleum Corporation. Johns Hopkins University, on behalf of its Bloomberg School of Public Health, (“Johns Hopkins University”) was asked to support the Foundation in its humanitarian health grant-making portfolio by assessing the health situation in Venezuela and the overall humanitarian response and then identifying priority focus areas for the Foundation’s grant-making strategy in order to maximize public health impact and enhance support to vulnerable populations in Venezuela. A delivery of this engagement was a “Health Profile Summary”, which can be found on the Foundation’s website at [www.simonbolivarfoundation.org](http://www.simonbolivarfoundation.org) and which is summarized below.

### Health Profile Summary

Contrary to regional trends, Venezuela has rising rates of under-five and maternal mortality. Infant and under-five mortality rates are estimated at 21 and 24 deaths/1000 live births, respectively, and have increased by more than 40% since 2011. Over 60% of under-five mortality occurs among infants less than one month of age. The leading causes of neonatal deaths are prematurity, congenital anomalies, sepsis and birth complications. In children 1-59 months of age, infectious diseases, notably pneumonia, diarrhea, and injury are the most common causes of death. Current estimates suggest that under-five mortality is highest in Delta Amacuro and Amazonas.

Like child mortality, Venezuela has seen recent increases in maternal mortality whilst the rest of the Latin American and Caribbean (LAC) region have seen declines in maternal deaths. The most recent available estimate places the maternal mortality ratio at 125 deaths per 100,000 live births. The leading causes of maternal death are hypertensive causes, indirect causes and abortion. When considering overall mortality, non-communicable diseases account for the majority of deaths in Venezuela. Also of note, injury and homicide account for a larger proportion of deaths in Venezuela as compared to the LAC region. Cardiovascular disease, malignant neoplasms and diabetes are the leading causes of non-communicable disease deaths. Communicable diseases account for an estimated 10% of deaths, with lower respiratory infections and HIV/AIDS as the most frequent causes of mortality.

Venezuela has experienced a resurgence of communicable diseases which has reversed decades of progress. Declines in vaccination coverage has resulted in the reemergence of numerous vaccine preventable diseases, including measles diphtheria, pertussis, and mumps.



Also of note is the rise in malaria, where there has been close to a 900% increase in cases from 2007 to 2017, with Venezuela now accounting for more than half of malaria cases in the Americas. Within Venezuela, Bolivar state is most affected. HIV and Tuberculosis are also of concern where disruptions in medication coverage and testing have contributed to poor HIV and Tuberculosis outcomes. Tuberculosis rates are stable or declining in most countries in the region, but almost doubled from 2010 to 2018 in Venezuela.

Lack of spending on health along with frequent utility shortages, the exodus of health workers and the COVID-19 pandemic have contributed to massive declines in health system capacity. At least half of doctors and a quarter of nurses have emigrated since 2012, and COVID-19 has reportedly reduced capacity to care for non-COVID conditions by more than 80%. More than 70% of public hospitals currently do not have regular access to water or electricity and only a fraction of hospital beds is functioning and available. Inability to access medications and high out-of-pocket costs are barriers to care—as nearly half of patients with chronic health problems report no medical attention in the past six months. Little data are available on health service use, but indications are that the majority of outpatient care is for children (57% of visits) and that parasites and intestinal infections, respiratory infections and diseases and nutrition conditions were the most frequent diagnoses. Access to sexual and reproductive health services is very limited with Venezuela facing steeper declines in key indicators such as antenatal care and skilled birth attendance than typical within the region in recent years. Women face extreme challenges accessing contraceptives and pregnancy care, which is reflected in increased demand for abortions and services in neighboring countries and high adolescent pregnancy rates.

Both poverty and food insecurity have risen dramatically in Venezuela as a result of declining employment opportunities and wages coupled with increased costs for goods and services. Recent surveys suggest that approximately 60% of the population is moderately or severely food insecure, with a quarter of the population experiencing hunger. Social protection programs such as CLAP boxes, which are subsidized food distributions, are infrequent and inadequate in quantity and quality, and school feeding programs have deteriorated enormously, but there is now some demonstrated improvement due to World Food Programme engagement. Prevalence of child undernutrition is relatively widespread with an estimated 32% of children having chronic malnutrition (stunting) and 6-11% acute malnutrition (wasting) according to analysis of program data. Coverage of nutrition screening and treatment services is notably limited.”



## 2. PURPOSE OF THE INTEGRAL MATERNAL, NEONATAL AND CHILDHOOD HEALTH CARE PROGRAM IN VENEZUELA

The Foundation has considered the complex humanitarian crisis in Venezuela and the information gathered by Johns Hopkins University.

Johns Hopkins University's recommendations on funding strategies for the Foundation include:

- Investing in health to address both the population's urgent and widespread health needs and to mitigate the impacts of the ongoing crisis on the health system in Venezuela.
- To the extent possible, donors should support health system investments that facilitate access to primary health healthcare and services in communities. While much attention is given to hospitals, investing in primary level services is typically more cost-effective and allows larger populations to be reached.
- In the case of Venezuela, where basic health services and medications are largely unavailable, a priority focus on primary health care is likely to best meet the needs of vulnerable populations and achieve the greatest reductions in morbidity and mortality.

To bring support, the Foundation has approved up to \$1,000,000 in funds to be allocated for Humanitarian Health Mid / Large grants in the Foundation's 2022 Annual Work Program and Budget to support primary health care in Venezuela. The main objective is to provide direct support of projects and programs that address the immediate health needs of the vulnerable population in conditions impacted by the humanitarian crisis.

Consistent with the Foundation's revised mission to improve the health of vulnerable individuals affected by disaster, conflict, and poverty, with particular attention to **children and mothers**, the Foundation is inviting organizations to present projects in the areas of **health and nutrition** (the "Areas of the Charitable Program") benefiting Venezuelan mothers and children.

### A. THE FOUNDATION'S MAIN OBJECTIVES

- **Access** - Increase access to medicine, nutrition, and healthcare for low-income and vulnerable individuals and communities.
- **Capacity** - Enhance the ability of medical professionals and caregivers to serve and treat patients through education and support.



- **Empowerment** - Increase the effectiveness of community organizations and actors by empowering them to serve the health needs of the most vulnerable individuals in their communities, particularly children and mothers.

## B. FOCUS AREAS

- **Health:** ensuring access to health services and supplies to mothers and children in need and providing training to health professionals and/or social workers in Venezuela to promote maternal and early childhood health. This may include: donations of supplies, medicines, nutritional supplements, meals, information campaigns and webinars, and training for health providers and social workers.
- **Food security:** understood as having reliable access to a sufficient quantity of affordable and nutritious food.
- **Nutrition:** programs designed to provide nutritious meals and supplements to the vulnerable population in Venezuela and the diaspora communities, emphasizing children under age 5, and pregnant and lactating women. Nutrition plans must adhere to the WHO definition of a healthy and balanced diet.

## C. MEASURABLE IMPACT

All projects presented must use the log frame approach, including clear goals, objectives and indicators to monitoring progress and evaluation of long-term impact, and success criteria for each objective.

# 3. GENERAL ELIGIBILITY REQUIREMENTS AND EXCLUSIONS

## A. ELIGIBLE ORGANIZATIONS

- Certify tax-exempt status under Section 501(c)(3), Title 26 of the U.S. Internal Revenue Code. If the organization that wishes to apply for a grant is not registered and recognized as a 501(c)(3) public charity in the U.S., it **MUST** apply for the grant through a U.S. 501(c)(3) public charity acting as fiscal sponsor of the sponsored organization. Alternatively, the organization may provide all information needed for an equivalency review to be performed by the Foundation, demonstrating that the organization is the foreign equivalent of a domestic public charity. Please note an equivalency review could significantly affect the timeline of grant awarding for projects.
- Can demonstrate at least two years of operations.
- Can demonstrate development and implementation of projects in the Areas of the Charitable Program, managing projects in the range of \$150,000 - \$250,000



- Can demonstrate expertise in the country covered by the Charitable Program.
- Provide copies of the organization's governing documents and current Directors and Officers.
- Provide documents such as Annual Reports, financial statements, and tax filings for at least the last two years and such other documents or information as the Foundation may reasonably request to properly qualify the applicant organization.
- Meet the compliance requirements and any other requirements of the Foundation to be awarded a grant
- Not discriminate based on race, religion, creed, national origin, disability, handicap, age, sexual orientation, marital status, veteran status, or any other basis prohibited by applicable law.

#### **B. FUNDING EXCLUSION FOR GRANT PROGRAMS**

- Individual needs, including scholarships, sponsorships, and other forms of financial aid
- Fundraisers through third party organizations
- Goodwill advertising, souvenir journals, or dinner programs
- Sectarian activities of religious organizations
- Political causes, candidates, organizations or campaigns
- Books, magazines, or articles in professional journals
- Capital projects and/or endowments (exceptions made for professorships and scholarships related to endowments in selected universities)
- Sports sponsorships
- Door prizes for raffles
- Organizations currently funded that have not submitted all required reports
- Must not employ any individual that is employed by, and must not be related to anyone employed by, the Foundation, CITGO Petroleum Corporation ("CITGO"), Petróleos de Venezuela S.A. ("PDVSA"), or any affiliate or subsidiary of the Foundation, CITGO or PDVSA; and/or the Venezuelan government. The term Venezuelan government shall be interpreted in its broadest possible meaning.
- Must not have any employees, board members, directors, officers, or agents who are members of political parties, activists in political groups, political candidates, or active members of political organizations or campaigns.

The Foundation reserves the sole and exclusive right to conclude whether an applicant may be disqualified, including for any one or more of the above reasons or categories or for any other reasons relating to its compliance and legal review.



#### 4. THE APPLICATION PROCESS AND EVALUATION CRITERIA

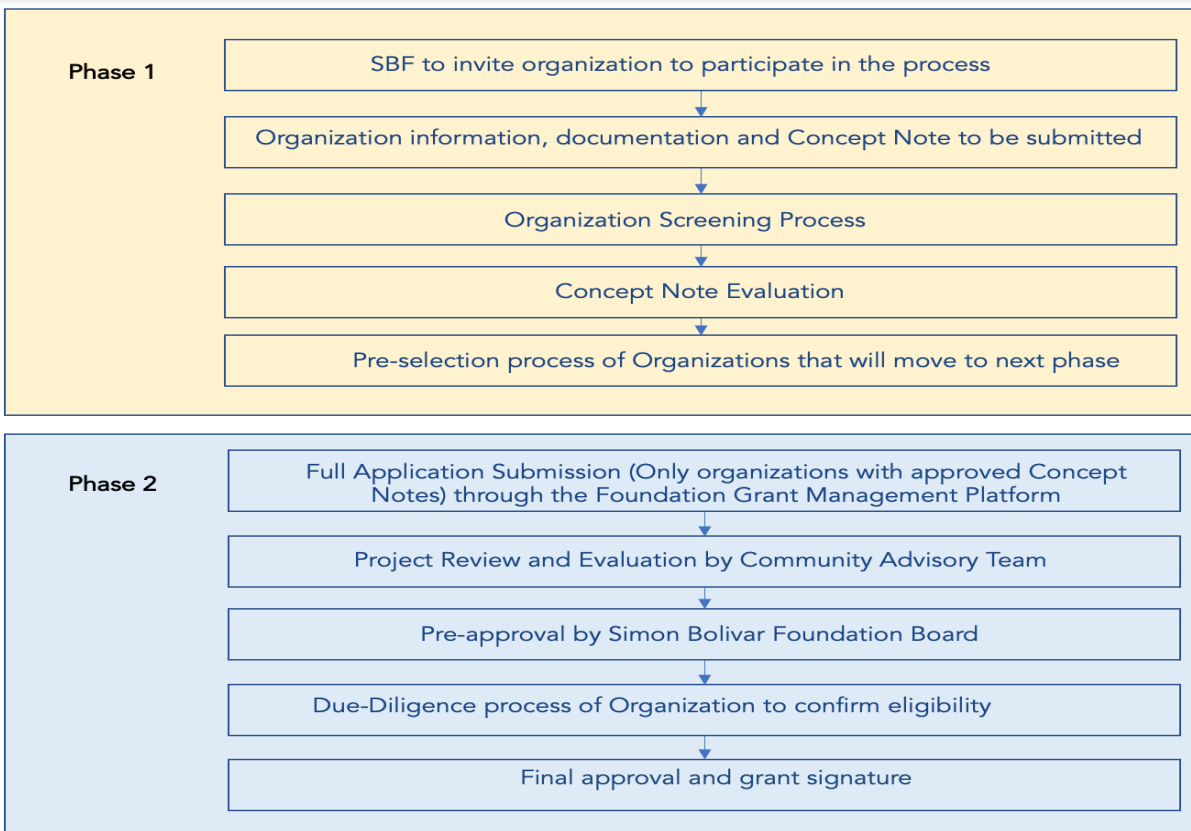
##### A. APPLICATION PROCESS

The application process will consist of **two phases**:

**Phase 1:** Organizations to submit required documentation and Project Concept Note and supporting documents after receiving this invitation.

**Phase 2:** If the organization is qualified to continue to phase 2, it will be invited to submit a full proposal. Organizations will submit the full proposal through the Foundation's grant management platform Versaic. Clear indications will be provided to organizations going into Phase 2.

Organizations should submit their documentation, the questionnaire, and the Project Concept Note to: [sbfgrants2022@simonbolivarfoundation.org](mailto:sbfgrants2022@simonbolivarfoundation.org)



Please review in detail the document attached alongside this document "Due Diligence Process for All Charitable Donations - Simon Bolivar Foundation, 2021" for a complete description of all requirements and the due diligence process to follow to qualify as a potential grantee by the Foundation.





## B. SUBMISSION DEADLINES

Below is the proposed timeline for applicants:

|                                                                                     | Date                  |
|-------------------------------------------------------------------------------------|-----------------------|
| Invitation to qualified charitable organizations                                    | March 28, 2022        |
| Deadline to submit Project Concept Note and documents                               | April 22, 2022        |
| Foundation evaluation of Project Concept Note and documents                         | April 22-May 6, 2022  |
| Notification of results                                                             | May 9, 2022           |
| Deadline for full grant proposal submission                                         | May 31, 2022          |
| Proposal evaluation by Foundation Community Advisory team and due diligence process | June 1- June 15, 2022 |
| Notification of Results<br>Grant Agreement process begins                           | June 17, 2022         |

## C. PHASE 1: ELIGIBILITY REVIEW

As a first step the applicant organizations must submit a completed questionnaire, a list of documents and a concept note of the proposed project (see sections F, G and H).

Organizations should provide information about leadership, governance, finances and prior accomplishments. If a Fiscal Sponsor working with a sponsored organization is applying, the Fiscal Sponsor must include the sponsored organization in the application and the following information:

- a detailed description of the process the fiscal sponsor uses to select the projects it will sponsor,
- information on how it will monitor the project,
- copies of any associated sponsorship agreements, and
- information on the fiscal sponsor's history and experience as a fiscal sponsor.

The Foundation will conduct an initial eligibility review (screening process) to ensure that the applicant organization, and any sponsored organization, comply with all the applicable eligibility criteria listed in Section 3 and any additional criteria provided by the Foundation. In addition to what is listed in Section 3, this screening process will include a review of:

1. The organization's financial and technical capabilities,



2. The organization's applicable public charity status (or fiscal sponsorship or foreign equivalency),
3. The applicable screening of control parties of the organization, such as board members, officers and third parties to both, the applicant organization and its Fiscal Sponsor,
4. The organization's ability to address the Foundation's humanitarian health priorities,
5. The organization's experience in the area of work,
6. The organization's capacity and infrastructure,
7. The organization's financial position,
8. Feedback from previous partners, project participants, and beneficiaries, and
9. Documentation, previous projects, and reports.

The Foundation will notify applicants who do not meet the minimum eligibility criteria.

Those that meet the eligibility criteria, will have their concept note evaluated according to the criteria detailed in Section E.

Organizations should submit their documentation, the completed questionnaire, and the project Concept Note to: [sbfgrants2022@simonbolivarfoundation.org](mailto:sbfgrants2022@simonbolivarfoundation.org)

#### **D. PHASE 2: EVALUATION OF APPLICATIONS**

- The Foundation may invite applicants with successful Project Concept Notes to submit a full application and will provide detailed instructions to those organizations invited to submit full project proposals.
- The Foundation will evaluate the grant proposal with the help of the Foundation's volunteer Community Advisory Team. The volunteer Community Advisory Team consists of internal and external leaders who have in-depth knowledge and expertise in the non-profit field, public health, medicine, and nutrition areas, amongst others.
- The volunteer Community Advisory Team reviews proposals using established criteria per the scoring rubric included below. (See Section D). The requirements outlined in the rubric establish guidelines to assist Community Advisory Team members to perform their independent analysis of all proposals. The rubric is not intended to be all-inclusive and additional factors may be used to qualify proposals.



- The Foundation's Board of Directors, or a delegated management team, will make the final decision on the proposals reviewed by the volunteer Community Advisory Team and pre-approve the proposals.
- The Foundation will perform an exhaustive due diligence process of the pre-selected organizations, including any Fiscal Sponsors and their sponsored organizations, to confirm their eligibility.
- All final decisions are made by the Foundation's Board of Directors, considering charitable objectives, available funds and organizational priorities.

## E. EVALUATION CRITERIA

Project Concept Note and grant proposal will be evaluated based on the following criteria:

- Ability to meet program objectives
- Budget and Cost-effectiveness
- Project design and implementation plan
- Project impact
- Implementation time frame
- Sustainability over time

Note: Request for a full application does not obligate the Foundation to issue an award to the applicant.

All decisions of the Foundation are final and not subject to further review.

### E.1. Evaluation Criteria for Concept Notes. Phase 1.

#### SCORING RUBRIC

| 1                      | 2             | 3                    |
|------------------------|---------------|----------------------|
| Does not meet criteria | Meet Criteria | Far exceeds criteria |

Concept Notes should have a minimum score of 2: Meet Criteria, to be considered.

| CRITERIA              | Score 1 | Score 2 | Score 3 |
|-----------------------|---------|---------|---------|
| Concept Note Proposal |         |         |         |



|                                         |                                                              |                                                                            |                                                                                   |
|-----------------------------------------|--------------------------------------------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| Area of work requested                  | Project do not fall in the areas requested                   | Project might need clarification                                           | Clearly matches the area requested                                                |
| Objectives are clearly defined          | Objectives do not match Foundation's criteria                | Objectives match Foundation's criteria but need clarification              | Objectives are clearly defined and match the Foundation's criteria                |
| New or existing project                 | Project does not exist and what is presented is a vague idea | Project is new but has a well-defined idea and is only waiting for funding | Project is already implemented. Need funding for following years or for expansion |
| Budget in range with what was requested | Budget is totally out of range                               | Budget needs to be adjusted                                                | Budget complies with Foundation's range                                           |
| Beneficiaries clearly identified        | Beneficiaries not identified                                 | Beneficiaries identified but need clarification                            | Beneficiaries clearly identified                                                  |
| Execution plan                          | Execution plan is not defined                                | Execution plan presented but needs clarification                           | Execution plan is defined and realistic                                           |
| Evaluation plan is well-defined         | Evaluation plan is not defined                               | Evaluation plan presented but needs clarification                          | Evaluation plan is well-defined and realistic                                     |

## E.2 Evaluation Criteria for the Organizations. Phase 1

### SCORING RUBRIC

| 1                             | 2                       | 3                     | 4                    | 5                                   | 6                | 7                    |
|-------------------------------|-------------------------|-----------------------|----------------------|-------------------------------------|------------------|----------------------|
| Does not meet criteria at all | Somewhat meets criteria | Mostly meets criteria | Meets basic criteria | Does a good job of meeting criteria | Exceeds criteria | Far exceeds criteria |

|   |                                                                                        |  |                      |  |                                                    |
|---|----------------------------------------------------------------------------------------|--|----------------------|--|----------------------------------------------------|
|   |                                                                                        |  |                      |  | manage projects with the characteristics requested |
| E | Organizations should have a minimum score of 4: Meet Basic Criteria, to be considered. |  |                      |  |                                                    |
| C |                                                                                        |  | Humanitarian Causes. |  | Causes.                                            |

| CRITERIA                                | Scores less than 4                                                                                              | Scores between 4 and 5                                                                 | Scores 6 and Above                                                                                                                                                                              |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Experience</b>                       |                                                                                                                 |                                                                                        |                                                                                                                                                                                                 |
| Years Founded                           | Organization is new in the geographical area where the project will be implemented.                             | Organization has been in the area for some years and is developing its capabilities.   | Organization has a proven history of action in the geographical area where the project will be implemented.                                                                                     |
| Previous Experience with the Foundation | Organization has no experience with the Foundation.                                                             | Organization has some experience with the Foundation developing projects in the area.  | Organization has plenty of experience with the Foundation with a successful and proven track regarding project development and deliverables.                                                    |
| Experts in their field                  | Organization is new in the field or does not have experience in the area proposed to work.                      | Organization has some experience in the field.                                         | Organization core activities, mission, and vision are centered in the proposed area of development.                                                                                             |
| Fiscal Sponsor                          | Organization is not registered in the US and does not have access to a Fiscal Sponsor or nonprofit equivalence. | Organization can get the nonprofit equivalence or can get support from Fiscal Sponsor. | Organization is registered in the US or has a Fiscal Sponsor that the Organization has used for several projects. Organization has received funds from Foundations or Private Donors in the US. |



|                 |                                                                                      |                                                                                 |                                                                                      |
|-----------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Managerial Team | Managerial team does not have the experience and expertise to carry out the project. | The Managerial Team has some experience and expertise to implement the project. | The Managerial Team has plenty of experience and expertise to implement the project. |
|-----------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|



| <b>Finance</b> (Ratios will be analyzed and used in conjunction with other indicators for a complete financial analysis of the nonprofit) |                                                                                                                                        |                                                                                                                                        |                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financial Statements and Tax Filings Compliance                                                                                           | Organization financial statements and tax filings do not meet requirements by law.                                                     | Organization demonstrated that it has proper financial statements, and all tax filings have been met.                                  | Organization demonstrated that it has properly independently audited financial statements and all tax filings requirements have been met.                                                                                                                                                                      |
| Funding                                                                                                                                   | Organization will depend on the Foundation's funding.                                                                                  | Organization has some source of funding ensuring its stability during the project timeframe.                                           | Organization has multiple sources of funding, diluting the risk and ensuring stability during the project timeframe (implementation and monitoring).                                                                                                                                                           |
| Organization Performance - Annual Report Analysis                                                                                         | Organization has not met objectives recently. Its strategic plan is not clear.                                                         | Organization meets objectives and has a clear strategic plan.                                                                          | Organization consistently meets objectives; its strategic plan is well-defined and is consistent with the mission and vision.                                                                                                                                                                                  |
| Program Service Expense Ratio (relationship of funds spent for program purposes to all expenses)                                          | The organization has a negative, underperforming Program Service Ratio.                                                                | The organization has a positive Program Service Ratio.                                                                                 | The organization has a positive, above Industry Standard (65%) Program Service Ratio.                                                                                                                                                                                                                          |
| Fundraising Efficiency (Contributions/Fundraising Expenses)                                                                               | Below 70%                                                                                                                              | Between 70-85%                                                                                                                         | Above 85%                                                                                                                                                                                                                                                                                                      |
| <b>Feedback Web / Social Media / Reputation</b>                                                                                           |                                                                                                                                        |                                                                                                                                        |                                                                                                                                                                                                                                                                                                                |
| Feedback from different sources                                                                                                           | Sources report negative performance, lack of commitment or other negative experiences.                                                 | Sources report good feedback Organization is mentioned as a partner with community or beneficiaries.                                   | Sources report strong and consistent positive feedback. Beneficiaries consider the organization a key partner in the community.                                                                                                                                                                                |
| <b>Documentation</b>                                                                                                                      |                                                                                                                                        |                                                                                                                                        |                                                                                                                                                                                                                                                                                                                |
| Documents shared, examples of previous projects.                                                                                          | Documents provided do not show the experience or accomplishments of the organization or projects implemented.                          | Documents provided show the experience and achievements of the organization and projects implemented.                                  | Documents show that the organization has experience implemented projects in the area and has achieved expected results.                                                                                                                                                                                        |
| Quality of Reports / Data                                                                                                                 | Reports do not have structure and do not show activities performed, and results achieved. Data is not provided to support conclusions. | Report has a clear structure and explains the results accomplished. Data is used in some parts of the analysis to support conclusions. | Reports have a well-defined structure showing objectives met, activities accomplished, beneficiaries covered, clear KPIs with evaluation criteria, and results explained. It is clear to understand the results, conclusions, and project's achievements. Data is provided to support information and results. |

### E.3 Evaluation Criteria for Projects. Phase 2

For organizations that submitted their Documentation, Questionnaire, and Concept Note and were invited by the Foundation to continue to Phase 2 and develop a full proposal.

#### SCORING RUBRIC

| 1                             | 2                       | 3                     | 4                    | 5                                   | 6                | 7                    |
|-------------------------------|-------------------------|-----------------------|----------------------|-------------------------------------|------------------|----------------------|
| Does not meet criteria at all | Somewhat meets criteria | Mostly meets criteria | Meets basic criteria | Does a good job of meeting criteria | Exceeds criteria | Far exceeds criteria |

Projects should have a minimum score of 4: Meets Basic Criteria, to be considered

| CRITERIA                               | Scores less than 4                                                                                                                                                                                                       | Scores between 4 and 5                                                                                                                                                                 | Scores 6 and Above                                                                                                                                                                                                                            |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Project Proposal</b>                |                                                                                                                                                                                                                          |                                                                                                                                                                                        |                                                                                                                                                                                                                                               |
| Project Proposal / Program Priorities  | Does not address any program priorities effectively.                                                                                                                                                                     | Meets expectations for one funding priority.                                                                                                                                           | Strong alignment to one or more funding priorities.                                                                                                                                                                                           |
| Budget and Cost-Effectiveness          | Budget does not include sufficient line items or sufficient amounts for activities.<br>May not meet expectations to achieve project objectives with the proposed budget.                                                 | Budget includes sufficient detail and sufficient amounts for all proposed activities.<br>Meets expectation achieve project objectives with proposed budget.                            | Budget is highly detailed and includes a clear and realistic picture of how funds will be expended for proposed activities.<br>Far exceeds expectations to achieve project objectives with the proposed budget.                               |
| Project Design / Plan                  | Project has no or not clearly stated goal(s) and objective(s)<br>Activities are not logically linked towards achieving any goals or objectives.                                                                          | Project has at least one goal and/or objective addressing program priority.<br>Proposal has a basic plan with activities that build towards achieving stated goal(s) and objective(s). | Project has SMART (Specific, Measurable, Attainable, Relevant and Timely) goal(s) and/or objective(s) addressing one or more program priorities.<br>Project has a highly detailed plan with suitable activities to meet goals and objectives. |
| Project Impact                         | Community or beneficiaries are minimally benefited.<br>Beneficiaries don't gain appropriate or usable skills/knowledge or appropriate services.<br>Project may have a negative impact on beneficiaries or the community. | Community or beneficiaries receive benefits during the course of the project.<br>Beneficiaries gain skills/knowledge or receive adequate services.                                     | Benefits will outlast the project or program.<br>Beneficiaries gain high value skills or knowledge or receive high quality service delivery.<br>Project addresses root causes of a problem or issue.                                          |
| Implementation Time Frame              | Project can be implemented effectively in 4-6 months.                                                                                                                                                                    | Project can be implemented effectively in 2-4 months.                                                                                                                                  | Project can be implemented effectively in 1-2 months.                                                                                                                                                                                         |
| Sustainability / Community Involvement | Project is a one-time project.<br>Community is not involved in the project design and implementation                                                                                                                     | Project can be repeated another year.<br>Community might be involved in the future, but it is not clear.                                                                               | Project can be implemented long term, renewing it on a yearly basis.<br>Community has a clear role in the design and implementation of the project                                                                                            |

The Foundation reserves the right to adjust criteria, process, or requirements in the interest of the grant-making process for health programs assisting those in need.

## F. APPLICATION QUESTIONS

Below is the information that the organizations will have to submit during phase 1 of the application process. Organizations will receive an online form to complete and submit together with all documents required. This information is required from the fiscal sponsor AND the implementing organization (in the case there is one).



## **Information about the Organization**

- Name of Organization
- Year Founded
- Address
- Email address
- Organization's Website
- Social Media Information (all that applies)
  - LinkedIn Profile
  - Instagram Profile
  - Twitter Profile
  - Facebook Profile
- Organization Mission Statement and Vision
- Brief description of the Organization's Strategic Plan
- Executive Director or Equivalent Figure (Name)
- Executive Director or Equivalent Figure's email address
- Person of Contact (if different from Executive Director)
- Person of Contact's email address
- #Full-time Staff
- #Volunteers
- Project Area (Health, Nutrition)
- Geographical Reach (Countries where Organization operates)

## **Legal Section**

- Country of Registration
- Registered as Nonprofit
- Tax-Exempt in the country of registration
- EIN Number (If registered in the US)
- Fiscal Sponsor in the US or equivalent
- Fiscal Sponsor EIN

## **Governance**

- Number of directors on the Board
- Full list of Current Directors
- List of current Officers and positions held
- Emails of those directors and officers who approve to be contacted during the due diligence process





### **Programs and Funds**

- Please list programs of the past two years and the origin of funds.

### **Funding**

- Sources and structure of current funding

### **Alliances**

- Please list collaboration with organizations and institutions and the project(s) of collaboration

### **Other Questions**

- How does your mission translate into goals and objectives?
- Give an example of a project that highlights how the organization achieves its mission.
- What are the current obstacles to fulfilling the mission?
- Type and volume (\$) Funding of the programs delivered?
- What is the experience and expertise of management?
- Is there a continuity of support and diversity of income streams?
- What are the current obstacles in funding and support?

## **G. DOCUMENTS TO SUBMIT**

In phase 1 of the application process, the organization must submit all the documents listed below:

- Documents of incorporation / registration
- Tax-exempt determination letter issued by the Internal Revenue Service
- Tax filings (Form 990, for example) for the past two years
- Financial statements for the past two years
- Annual Reports of the past two years
- Examples of 2 projects developed that highlight how it achieves its mission (include a description of the project and reports). Please provide evidence that the organization has experience in handling similar size projects in the past.



## H. CONCEPT NOTE

The objective of a Concept Note is to give a quick and clear understanding of the project proposed.

- Project title: (max 50 characters)
- Project summary: Please provide an Executive Summary of the Project.
- New or existing project: If this is a continuing project, please describe its impact on its beneficiaries and/or the community and the accomplishments achieved so far.
  - How long has it been in existence?
- Estimated budget:
  - Include the main items of the budget.
  - Operation and Administrative costs shall not exceed 20% of the total funding request.
- Project justification / issues to address / solve: Brief summary of the need or the problem the project will address. (Max. 1,000 characters)
- Beneficiaries:
  - Estimated number of beneficiaries to be impacted by the program
  - Description of beneficiaries (Max 250 characters)
- Why is it a priority for your organization?
- Goal and objectives: Describe the goals and objectives. (Max 1000 characters)
- Allies: Other organizations or institutions participating in this project
- Strategies and /or activities:
  - Provide a brief and general idea of how the project will be conducted
  - List strategies or approaches the project will follow or utilize (e.g., promote academic achievement, leadership development, educational services)
  - List the types of activities that your organization will conduct (e.g., workshops, after school programs, academic tutoring, etc.).
- Implementation timeframe: When the project can be implemented?
- Monitoring and evaluation: How will the organization monitor and evaluate the project execution and results?
- Risk assessment: Which risk(s) can be identified for this project and what would be a possible plan to overcome it/them
- Sustainability over time: Project can be implemented long term, renewing it on a yearly basis



## **I. FULL PROPOSAL - PHASE 2**

Applicants invited to participate in Phase 2 should present a full grant proposal of the project through the Foundation Grant Management System.

The grant proposal should include the full project description and a detailed explanation of all aspects included in the Project Concept Note.

More information will be provided to those organizations chosen to participate in Phase 2.

All decisions are final and not subject to review

## **5. GRANT PERIOD**

The Foundation estimates a one-year grant award for successful candidates of the Integral Maternal, Neonatal and Childhood Health Care Program, subject to internal verification process and execution of the Foundation's grant agreement, including a detailed program, budget, and metrics pursuant to the Foundation's approved grant agreement terms and conditions.

Awards start upon full execution of the grant agreement, unless otherwise notified by the Foundation. The period of performance for each award will depend on its scope of work. Please plan your organization's grant activities accordingly.

The Foundation reserves the right to amend the estimated dates or terminate the Integral Maternal, Neonatal and Childhood Health Care Program at any time and without notice.

## **6. 2022 GRANT AWARDS**

The Foundation estimates to award up to a total of \$1,000,000 through the Integral Maternal, Neonatal and Childhood Health Care Program, in grants between \$200,000 to \$250,000 each.

All grants will be subject to the recipient organization completing a full due diligence and legal review and executing a formal grant agreement acceptable to the Foundation to ensure grant funds are used for their intended charitable purposes and all reports are provided demonstrating the grant funds were used to complete the Charitable Program in accordance with the grant agreement.