

**REQUEST FOR PROPOSAL:
TO ASSIST WITH FINALIZING DSD'S POLICY ON FINANCIAL AWARDS TO SERVICE PROVIDERS**

Purpose

The purpose of this RFP is to appoint a contractor to assist with the finalization of the Department of Social Development's (DSD) Policy on Financial Awards to Service Providers (PFA). The contractor will also be required to adjust the current Monitoring and Evaluation (M&E) framework for the monitoring of the PFA implementation to align with the new PFA; to develop an implementation plan for the roll-out of the PFA; costing of the roll-out plan and on-going PFA implementation costs; develop guidelines for NPOs based on the PFA; and develop procedure guidelines and templates/forms for DSD's use when financing organizations.

The Complete RFP document may be found at <http://www.pactsa.org.za/pactsarfps> and provides additional details on key activities expected to be undertaken.

Required expertise and experience:

- Extensive experience in the development and interpretation of policy;
- Experience working with government departments and the public sector;
- Experience working with and familiarity with the NPO sector;
- Experience, knowledge and understanding of the social development services field;
- Knowledge and experience in the development of public implementation plans;
- Experience in monitoring and evaluation;
- Experience in financial management and costing of large public sector roll -out programs;
- Excellent and concise writing skills;
- Proven ability to facilitate discussion between a variety of stakeholders in workshop / consultative settings;
- Strong Project Management Skills;
- Excellent analytical and comprehension skills;
- Good communication skills.

Please submit comprehensive proposals that address the requirements of the RFP electronically to rfp@pactsa.org.za by **23 January 2015 at 5pm South African time**. Late submissions will not be considered. Please ensure the subject line states "***Application –PFA Finalization***".