

REQUEST FOR PROPOSALS

Service Specification

Specification Title: Services for Victim Empowerment
SP4.3 Victim Empowerment and
Prevention of Gender Based Violence

Specification
Number:

1 Background

1.1 Population or community need

South Africa is characterized by high levels of crime and victimisation. Unacceptably high levels of crime, especially serious and violent crime, result in people in South Africa, especially vulnerable groups such as women, children, older persons, persons with disabilities, the LGBTIQ+ persons living in fear and feeling unsafe. It also impacts negatively on the country's economic development and undermines the wellbeing of people and hinders their ability to achieve their potential

The President launched the country's National Strategic Plan on Gender Based Violence and Femicide, (NSP GBVF 2020-2030) in March 2020 which sets out to provide a cohesive strategic framework to guide the country's national response to the GBVF crisis. The NSP on GBVF aims to provide a multi-sectoral, coherent strategic policy and programming framework to strengthen a coordinated national response to the crisis of Gender Based Violence and Femicide by the government of South Africa and the country as a whole. The strategy seeks to further address the needs and challenges faced by all, especially women across age, sexual orientation, sexual and gender identities; and specific groups such as elderly women, women who live with disability, migrant women and trans women, affected and impacted by the gender-based violence scourge in South Africa.

The Victim Empowerment Programme focuses on victim-centered approach to crime and strives towards developing knowledge of victim issues, strengthening resources, addressing needs of the victims, and stimulating volunteer participation, prevention of secondary victimization.

1.2 Population- and community-level outcomes or results

Gender-based violence and femicide continues to be rampant in South Africa, spanning across ages, in urban and rural areas, across all communities, across genders, across classes and, all forms of social markers, and in both private and public spheres. The country continues to be constantly confronted with the brutality of gender-based violence and femicide meted out against women, children, older persons and LGBTQIA+ persons. It is key to find ways to ensure that a meaningful impact is made, blockages and impediments are addressed and efforts are fast tracked, widened, deepened and scaled up, as appropriate.

It is therefore critical that funding in the upcoming cycle focuses on programmes that will aim at reducing the scourge of gender based violence and Femicide through prevention, response care and support as well as healing in the country.

Envisaged Outcomes:

- Increased access to psychosocial support services for victims of crime and violence.
- Quality services rendered to victims of crime and violence.
- Improved access to comprehensive, integrated and timely support services
- Preventing GBVF before it occurs

- Eliminating the social acceptance of all forms of violence against women, children and LGBTQIA+ persons
- Eliminating secondary victimization
- Providing victim-centred and survivor focused services
- Providing appropriate and sensitive response, care and support services to victims of crime and violence.

1 Service overview

1.3 Description and objectives of the service

The Victim Empowerment Programme develops, monitors and facilitates the implementation of policies, legislation, strategies and programmes. The programme prioritizes the response, care, support, healing, prevention and protection of all victims of crime and violence

Funding will be considered in line with the following **Objectives**:

OBJECTIVE 1: Prevention, Education and awareness creation on GBVF and other forms of criminal victimization

OBJECTIVE 2: Provision of psychosocial support services contributing to the response, care, support, healing and empowerment of victims of crime and violence.

OBJECTIVE 3. Development of appropriate policies, legislation and programmes in addressing the various needs of victims of crime and violence.

1.4 Components of the service / activities

Below are the activities aligned to the Objectives listed in 2.1 above.

| Objective | Activities | Financial Year/s |
|--|---|--|
| OBJECTIVE 1. Prevention and awareness creation on GBV and other forms of criminal victimization | 1.1 Provide training sessions for traditional, religious and male and female community leaders on GBV and its consequences for the whole of the community (Also viewed as a creative way of popularising the GBVCC number 0800 428 428) 1.2 Provide training of stakeholders on LGBTQI+ issues 1.3 Promotion of GBV prevention, education and awareness programmes/campaigns such as Everyday Heroes/GBVF Ambassadors, Orange Day, National TIP Week, 16 Days of Activism throughout the 365 Days of the year. 1.4 Development and implementation of Men and Boys programmes in prevention of GBV. | 3 Years (2024/25, 2025/26 and 2026/27) |

| | | |
|---|---|---|
| <p>OBJECTIVE 2:</p> <p>Provision of psychosocial services in contribution to the response, care and support, healing and empowerment of victims of crime and violence.</p> | <p>2.1 Development of a tool to assess the level of risk in each individual victim of GBV.</p> <p>2.2 Provide debriefing or trauma counselling sessions to victims following incidences of violence, emergencies or disaster cases emanating from the impact of large scale and “high profile’ incidences of violence, emergencies or disasters.</p> <p>2.3. Provide early psychosocial support services to victims of crime and violence following incidences of violence, particularly against women, children and men.</p> <p>2.4 Provide Emergency national toll-free telephonic counselling services to callers affected or experiencing Gender Based Violence.</p> <p>2.5 Development of trauma informed and victim centred programmes for empowerment and healing of GBV and Human Trafficking and hate crimes victims.</p> | <p>3 Years (2024/25, 2025/26 and 2026/27)</p> |
| <p>OBJECTIVE 3:</p> <p>Development of appropriate policies, legislation and programmes in addressing the various needs of victims of crime and violence.</p> | <p>3.1 Conduct capacity building on GBV and VEP related policies and legislation in all nine provinces targeting a variety of vulnerable groups.</p> <p>3.2 Conduct capacity building of stakeholders to render effective services for victims of crime and violence.</p> <p>3.3. Monitor compliance with Norms and minimum standards for shelters.</p> <p>3.4 Monitor the implementation of Standard Operating Procedures in provision of psychosocial services to victims of crime and violence by affiliates.</p> <p>3.5 Conduct evaluation studies on implementation of policies, legislation and programmes.</p> | <p>3 Years (2024/25, 2025/26 and 2026/27)</p> |

Description of the beneficiaries to be served or service users

The beneficiaries to be served are all victims of crime and violence including women, children, older persons, men and LGBTQIA+ persons.

1.5 Geographic coverage of the service

Click or tap here to provide an overview or list of geographical areas that the service should cover. If you are particular with specific areas list under this section, if needs be add a Table – e.g.

| Objectives | Geographical Areas | Target year/s |
|--------------------|--|---|
| OBJECTIVE 1 | The service targets nine provinces (Eastern Cape, Free State, Gauteng, Limpopo, Kwa Zulu Natal, Mpumalanga, Northwest, Northern Cape and Western Cape) | Year 1: 3 provinces Year 2: 4 provinces Year 3: 2 provinces |
| OBJECTIVE 2 | The service targets nine provinces (Eastern Cape, Free State, Gauteng, Limpopo, Kwa Zulu Natal, Mpumalanga, Northwest, Northern Cape and Western Cape) | All 9 provinces per year |
| OBJECTIVE 3 | The service targets nine provinces (Eastern Cape, Free State, Gauteng, Limpopo, Kwa Zulu Natal, Mpumalanga, Northwest, Northern Cape and Western Cape) | Year 1: 3 provinces Year 2: 4 provinces Year 3: 2 provinces |

1.6 Time-related elements applicable to the service

The national toll- free telephonic counselling services to callers affected or experiencing Gender Based Violence should be available 24 hours a day, 365 days per year.

2 Staffing requirements

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|--|--|
| Staffing levels | |
| Qualification of staff | Qualified social workers and social auxiliary workers. Social Work supervisor or manager. |
| Experience of staff | A minimum of 2 years |
| Required accreditations or registrations | All professionals should be registered with relevant statutory bodies and in good standing. |

2 Quality and compliance requirements

Knowledge and understanding of the following Legislative Frameworks:

Constitution of the Republic of South Africa Act No. 108 of 1996 as amended

Non- Profit Act No. 71 of 1997 as amended

National Strategic Plan on Gender Based Violence and Femicide (NSP-GBVF:2020-2030)

Domestic Violence Act No. 116 Of 1088 as amended

Victim Support Services Bill

Social Service Professionals Bill, 2023

Prevention and Combating of Trafficking in Person's Act, 2013 (Act 7 of 2013)

Domestic Violence Act, no 116 of 1998)

Criminal Law (Sexual Offences and Related Matter's) Amendment Act, no 32 of 2007.

The Probation Service Act, no 116 of 1991 and Amendment, no 35 of 2002

The Children's Act, no 38 of 2005

The Older Persons' Act, no 13 of 2006

Policy on the Provision of Psycho-Social Support Services

Intersectoral Shelter Policy for victims of Crime and Violence

3 Key performance indicators

| OUTPUT INDICATORS | BENEFICIARY-LEVEL OUTCOMES INDICATORS |
|--|--|
| <p>Objective 1:</p> <p>1.1 Number of training sessions conducted for traditional, religious and male and female community leaders on GBV and its consequences for the whole of the community. Increased awareness of GBVCC Toll free number (0800 428 428).</p> <p>1.2 Number of Promotion of GBV prevention, education and awareness programmes/campaigns conducted such as Everyday Heroes/GBVF Ambassadors, Orange Day, National TIP Week, 16 Days of Activism throughout the 365 Days of the year.</p> <p>1.3 Development and implementation of Men and Boys programmes in prevention of GBV</p> <p>.</p> | <p>Objective 1:</p> <ul style="list-style-type: none"> • Increased awareness and coordination among communities traditional and religious leaders on GBV and its consequences. • Increased number of victims and families accessing the GBVCC toll free centre. • Increased number of people reached through various GBV prevention, education and awareness campaigns. • Empowered Men and Boys contributing towards prevention of GBV and a number of community members and other stakeholders committing to support the programme. |
| <p>Objective 2</p> <p>2.1 Number of victims assessed to establish the individual level of risk for each victim of GBV.</p> <p>2.2 Increase in number of debriefing or trauma counselling sessions on incidences of violence, emergencies or disaster cases emanating from the impact of large scale and “high profile” incidences of violence, emergencies or disasters.</p> <p>2.3. Increased number in women, children and men supported through early trauma support following incidences of violence.</p> <p>2.4 Callers affected or experiencing Gender Based Violence accessing national toll-free telephonic counselling services.</p> | <p>Objective 2</p> <ul style="list-style-type: none"> • Empowered victims of violence and crime assessed, received quality services and treated with respect. • Improved turnaround time in provision of trauma counselling on incidences of violence, emergencies. • Strengthened psychosocial services to victims of GBV. • More victims of violence reached and supported through early trauma support following incidences of violence, particularly against women, children and men. |

| | |
|--|--|
| <p>2.5 Development of trauma informed and victim centred programmes for empowerment and healing of GBV and Human Trafficking victims.</p> | <ul style="list-style-type: none"> • Increased number of victims assisted and referred to support services through the toll-free telephonic counselling service. • Enhanced skills on provision of victim centres and empowerment programmes for victims. • Strengthened psychosocial services to victims of GBV. |
| <p>Objective 3:</p> <p>3.1 Number of capacity building sessions on GBV and VEP related policies and legislation in all nine provinces targeting a variety of vulnerable groups.</p> <p>3.2 Number of capacity building of stakeholders to render effective services for victims of crime and violence.</p> <p>3.3 Monitored shelters on compliance with Norms and minimum standards for shelters.</p> <p>3.4 Monitored affiliates on implementation of SOPs in provision of psychosocial services to victims of crime and violence.</p> <p>3.5 Evaluation studies on implementation of policies, legislation and programmes.</p> | <p>Objective 3:</p> <ul style="list-style-type: none"> • Number of emerging and developed organisations skilled and knowledgeable on relevant legislative frameworks to provide quality services. OR • Skilled and capable service providers to render GBV and VEP services. • Capacitated stakeholders able to render services more effectively. • Improved compliance with Norms and minimum standards for shelters. • |

SIGNATURE:

Signed by : Mr Sbusiso Malope

Designation : Director

Date :

I declare that the service as outlined on the specifications are not the APP or Operational plan targets/deliverables of the Department. None of the activities in the specifications will be performed by the funded organisations on behalf of the Department.



Part C

Evaluation Criteria

4 Mandatory compliance criteria

4.1 Applicant eligibility criteria

In performing the eligibility review, the Department will determine whether each NPO or entity submitting a Proposal meets the following eligibility criteria (*as per the Advert*):

- NPOs must be registered in terms of the Non-Profit Organisations Act, No. 71, 1997 and must be constituted to operate at a national level, and proof of registration and areas where it operates must be included in the Proposal.
- Companies must be registered in terms of the Companies Act, No. 71 of 2008. This registration must be current, and proof of the validity of the registration must be included in the Proposal (*where applicable*).
- The NPO or entity must be registered or have at least a conditional registration in the case where it is providing or planning to provide services where registration is a legislative requirement (for example, services set out in the Children's Act, 2005, Older Persons Act, or the Prevention and Treatment of Substance Abuse Act). This registration must be current, and proof of the validity of the registration must be included in the Proposal (*where applicable*).

4.2 Administrative compliance criteria

| ADMINISTRATIVE COMPLIANCE CRITERIA | REQUIRED SUPPORTING DOCUMENTATION |
|--|--|
| <p>The NPO or other entity must have a bank account in the name of the entity</p> | <p>A Declaration of NPO or Other Entity Bank Account Details – signed and stamped by the relevant bank – confirming the details of the bank account in the format prescribed in the Application Form <i>(the declaration must be dated less than three (3) months from the closing date for submitting the proposals)</i></p> <p>OR</p> <p>A confirmation letter from the relevant NPO or other entity’s bank – signed and stamped by the bank – detailing:</p> <ul style="list-style-type: none"> • The name of the NPO or other entity; • The banking details of the NPO or other entity; • The company registration number, if applicable; and • The fact that the bank account is active. <p>The confirmation letter must be dated less than three (3) months from the closing date for submitting the proposals</p> |
| <p>The NPO or other entity must have the financial management and internal control systems applicable to the entity in place</p> | <p>An NPO or Other Entity Declaration regarding Financial Management and Internal Control Systems in the format provided in the Standard Application Form – completed correctly and signed by an authorised representative of the NPO or other entity</p> |

| ADMINISTRATIVE COMPLIANCE CRITERIA | REQUIRED SUPPORTING DOCUMENTATION |
|--|---|
| <p>Funding applications must include the NPO or other entity's financial statements in respect of the previous financial year</p> | <p>An NPO or other entity with annual revenue/income that is less than R 500 000 (i.e. an emerging entity) must submit at least its prior year <i>Annual Income and Expenditure Statement</i> in the format provided in the Application Form</p> <p>An NPO or other entity with annual revenue/income that is equal to or more than R 500 000 but less than R 2 million (i.e. small entity) must submit at least its prior year Annual Financial Statements that have at least been compiled¹ by an independent compiler²</p> <p>An NPO or other entity with annual revenue/income that is equal to or more than R 2 million but less than R 10 million (i.e. a medium entity) must submit at least its prior year Annual Financial Statements that have at least been independently reviewed by a registered reviewer³</p> <p>An NPO or other entity with annual revenue/income that is equal to or more than R 10 million (i.e. a large entity) must submit at least its prior year audited Annual Financial Statements by a registered independent auditor⁴.</p> |
| <p>The NPO or other entity must submit the proposal in the format required by the Department using the application form prescribed by the Department</p> | <p>The official Standard Application Form – with Parts A, B and C completed and signed accordingly by the NPO or other entity</p> <p>Any additional supporting documentation required in the Standard Application Form</p> |

¹ 'reviewed' has the same meaning as in regulation 29(4)(d) of the Companies Regulations and must be distinguished from 'audited'

² Independent Compiler of Annual Financial Statement: An registered external accountant/ bookkeeper/ auditor may compile and sign off the annual financial statements.

³ Independent reviewer of Independently Reviewed Annual Financial Statements: Only registered independent reviewers may sign off the annual financial statements.

⁴ Registered auditor of Audited Annual Financial Statements: Only registered auditors may sign off the annual financial statements.

5 Technical criteria

| TECHNICAL CRITERIA | KEY QUESTIONS TO BE CONSIDERED |
|---|---|
| <p>Organisational, administrative capacity</p> | <p>Does the NPO or other entity have a Board of Directors, Board of Trustees or Management Committee?</p> <p>Does the Board of Directors, Board of Trustees or Management Committee meet? If yes, how often?</p> <p>Does the NPO or other entity have the necessary financial management and internal control systems in place to manage the transfer funding?</p> <p>Click or tap here to enter key questions to be considered.</p> |
| <p>Technical skills and experience</p> | <p>Does the NPO or other entity have the appropriate professionals – with the necessary technical competencies – to provide the services specified in the Service Specification?</p> <p>Have these professionals delivered projects, programmes or other interventions with a similar technical scope to the scope described in the Service Specification?</p> <p>Click or tap here to enter key questions to be considered.</p> |
| <p>Proven track record of rendering the required services</p> | <p>Does the NPO or other entity currently deliver, or has it delivered, in the past, a project, programme or other intervention with a similar scope to the scope described in the Service Specification?</p> <p>Click or tap here to enter key questions to be considered.</p> |
| <p>Responsiveness of the proposal to the requirements of the Service Specification</p> | <p>Does the Proposal demonstrate a good understanding of the problems that the services described in the Service Specification seek to address?</p> <p>Is the location of the project, programme or other intervention proposed by the NPO or other entity accessible to the target beneficiaries?</p> <p>Considering the nature of the services to be delivered to the target beneficiaries, will the activities documented in the Proposal facilitate the achievement of the results (i.e. outputs and beneficiary-level outcomes) described in the Service Specification?</p> <p>Click or tap here to enter key questions to be considered.</p> |

**TECHNICAL
CRITERIA**

KEY QUESTIONS TO BE CONSIDERED

**Click or tap here to
enter criteria.**

Click or tap here to enter key questions to be considered.