

CIVIL SOCIETY BUDGET INITIATIVE

REQUEST FOR “LETTERS OF INTEREST” CIVIL SOCIETY BUDGET ANALYSIS AND ADVOCACY

The Civil Society Budget Initiative (CSBI) is an international collaboration of civil society groups conducting analytic and advocacy work to promote budget transparency and accountability in developing countries. The CSBI is coordinated by the International Budget Project (www.internationalbudget.org).

CSBI seeks to improve government accountability and responsiveness by making public budgets more transparent and reflective of the needs of the poor. To this end, CSBI is inviting “Letters of Interest” from civil society organizations interested in receiving financial and technical support to build their capacity to carry out effective analysis and advocacy work on government budgets.

Eligible Countries 2004	
Africa	Burkina Faso, Ethiopia, Malawi, Mozambique, and Senegal
Asia	Cambodia, Indonesia, and Mongolia
LAC	Bolivia, Honduras, and Nicaragua

Effective budget work links analysis and action. It can include budget related tracking and monitoring, training and popular education, and communication and dissemination to improve the public’s understanding of (and influence on) government expenditures and revenues.

CSBI recognizes that organizations submitting “Letters of Interest” may not fully engage in all of the above activities at present. However, it is looking for evidence that short-term budget work can be linked to strengthening democracy and addressing poverty.

CSBI will provide one year of project support up to \$40,000, with an expectation of a second year of support upon satisfactory performance, to a selected group of organizations. Grantees will also be part of a learning network and will receive technical assistance, training, and other educational opportunities.

Eligibility Criteria

Applications are invited from civil society organizations (research organizations, university departments, NGOs, women’s organizations, trade unions, etc.) that are independent of political parties and have their origin in the targeted countries. Applicant organizations must demonstrate adequate institutional and financial management capacity. Only organizations committed to non-discrimination will be considered.

Application Process

Please provide a “Letter of Interest” that includes:

- (1) The completed “Organizational Profile Form” filled out by the lead organization applying (see attached).
 - (2) A description (three pages maximum) of the activities and goals that the organization proposes to pursue. Indicate how these activities fit into your organization’s long-term plans. Briefly describe the political, institutional, civil society and information environment that is informing and shaping the project. Also, specify the audiences you intend to reach and the ways in which you will reach them.
- Include a description of any collaboration and linkages that will be a part of the project, such as with other civil society groups, poor people’s organizations, social movements, academic institutions, or others.
- (3) The expected budget for planned activities and personnel and a projected time frame.
 - (4) Background information (such as bios or CVs) on the individuals who will be responsible for the project.

CSBI prefers to receive applications in English but will accept applications in French, Portuguese, and Spanish.

Further information on budget work being conducted by organizations around the world can be found at: www.Internationalbudget.org

Timeline

The “Letters of Interest” are a preliminary step and should be submitted by February 28, 2004. Those projects whose letters are favorably reviewed will hear from us by March 30, 2004 with an invitation to submit a full proposal by May 15, 2004. Funding will be available from July 2004. Approximately five projects will be selected for funding in 2004. Submission of “Letters of Interest” does not guarantee funding.

Send completed “Letters of Interest” to:

Civil Society Budget Initiative
Request for “Letters of Interest”
International Budget Project
820 First Street, NW Suite 510
Washington, DC 20002

You are strongly encouraged to send your statements of interest electronically to csbi@cbpp.org

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ORGANIZATIONAL PROFILE FORM

- 1. Briefly state the mission and vision of your organization.**
- 2. What kind of institution is it? (Examples include research organization, university department, NGO, women's organization, trade union, membership-based organization, network, and coalition.)**
- 3. Describe the organization's structure and leadership (board of directors, departments, staff, etc.).**
- 4. When was the organization started?**
- 5. What are the objectives of the organization and its activities?**
- 6. What are the organization's main accomplishments?**
- 7. List the organization's main target groups.**
- 8. What geographic area does the organization cover?**
- 9. What are the organization's funding sources?**
- 10. What is the organization's annual budget?**

CIVIL SOCIETY BUDGET INITIATIVE

Steering Committee Members

Mike Battcock (Department for International Development, DfID, UK)
Marritt Claassens (Institute for Democracy in South Africa, IDASA, South Africa)
Simel Esim (International Budget Project, IBP, US)
Zie Gariyo (Uganda Debt Network, UDN, Uganda)
Helena Hofbauer (Center for Research and Analysis, FUNDAR, Mexico)
Warren Krafchik (International Budget Project, IBP, US)
Michael Lipsky (Demos-USA, US)
Svante Persson (Swedish International Development Agency, SIDA, Sweden)
John Samuel (Action Aid Asia, Thailand)
Jim Shultz (Democracy Center, Bolivia)
Jeff Thindwa (Participation and Civic Engagement Group, World Bank, US)
Lisa Veneklasen (Just Associates, US)
Jacqueline Woodman (European NGO Network, EURODAD, Belgium)