

REQUEST FOR PROPOSALS – MENTORING SUPPORT

Tshikululu Social Investments on behalf of the Anglo American Foundation is seeking a **mentoring partner** to provide support to community-based organisations (CBOs) as part of a **12-month pilot programme** to be implemented in the target communities around Amandelbult Mine and Venetia Mine as listed below.

The pilot programme intends to support and develop CBOs running programmes that demonstrate social innovation as well as the potential for scale and sustainability. The CBOs will be supported to either develop proofs of concept, or scale tested innovations that address social challenges at a community level.

Name of Mine	Host communities/municipalities
Amandelbult Mine	Communities spread across the south-eastern parts of the Thabazimbi Local Municipality in the Waterberg District, Limpopo Province; and northern part of Moses Kotane Local Municipality in the Bojanala District, North West Province
Venetia Mine	Communities spread across the Blouberg Municipality and Musina Municipality.

The mentoring partner will provide support to organisations providing services and/or products across the following areas:

- improving living conditions, financial inclusion, food security and employment; and
- quality of life; housing, water and sanitation, energy and connectivity.

The mentoring partner will be expected to:

1. Mentor organisations through the development of their strategies, proposals, workplans, budgets and other various funding requirements that may arise
2. Where necessary, provide capacity development support (examples would include, compliance support and monitoring & evaluation (M&E) process set up support)
3. Administer and manage the provision of small grants to CBOs
4. Manage and collate the reporting from CBOs into a comprehensive report pack to be shared with Tshikululu on a monthly basis (including updating risk registers, programme highlights and challenges, budget updates and implementation updates against the 12-month pilot programme plan)

Further elaboration of the expectations for the mentoring partner are detailed in Annexure A.

Qualifying Criteria

In order to be considered for this application, the mentoring partner must:

1. Have at least three years of experience in successfully mentoring CBOs in rural communities (the target communities or similar)

2. Have at least three years of experience in running programmes in rural and peri-urban communities in Limpopo and the North West provinces (*A local presence in the aforementioned target communities is advantageous*)
3. Have at least three years of experience in grant-making and administration of small grants (under R1 million)
4. Submit the following valid mandatory documents:
 - Proof of registration with SARS as a PBO
 - Founding documents
 - Bank confirmation letter
 - PBO certificate/tax exemption
 - Proof of business address (not older than 3 months)
 - Tax compliance pin
 - Signed audited financial statements (not older than 18 months), and
 - Most recent management accounts (not older than 3 months)
5. Submit a 12 month implementation plan for the proposed mentoring programme
6. Submit a comprehensive budget detailing the cost of mentoring per CBO in line with outlined expectations in Annexure A
7. Submit a profile (or CVs) of the implementing team along with 2 references and an example of similar previous work

All applications are to be completed online:

[Anglo American Foundation RFP Mentoring \(cognitofirms.com\)](https://cognitofirms.com)

The closing date for proposals is **17 October 2022, 17:00 SAST**

Documents received after the closing date will not be considered. Feedback around the success of your submission will be provided within 8 weeks of the closing date.

If you have any queries, please contact Tshikululu at aacf@tshikululu.org.za or phone us at 011 544 0300

POPIA Disclaimer

Tshikululu will only collect, process, transfer and disclose your personal information for the purpose of rendering its services (either to you or in relation to you), complying with your instructions or the instructions of your mandated/authorised official or representative, verifying your identity, detecting fraud and preventing money laundering, compliance with laws and public duties, monitoring the services provided in order to accurately carry out your instruction or those of your mandated official, to assist in improving Tshikululu's service and in the interests of security and crime prevention and analysis in order to assess and improve Tshikululu's business or the business of Tshikululu associated entities and the services offered as well as for operational, audit, legal, and record keeping purposes. In addition, Tshikululu may collect necessary information from you directly, from your appointed mandated/authorised official or representative, any Regulator, or other third parties that may hold such information.

Annexure A

The core objective of the project is to support the development, refinement, testing and scaling of youth-led and/or women-led social solutions that are locally based in target communities around the Anglo American Amandelbult and Venetia mines. The mentoring partner is to support, through capacity building and, where relevant, sub-grant funding, the efforts envisaged for this project, which are anticipated to result in the development and expansion of micro-social enterprises within a 12-month period. The specific outcomes will vary depending on the enterprises selected for the project; however, the following goals are set out as key objectives for the project:

1. Supporting start-up CBOs and micro-social enterprises to refine and test social solutions.
2. Assisting and supporting established organisations with existing and tested social solutions strengthen their ability to scale and generate income, thus increasing their overall sustainability and strengthening the broader sector.
3. Providing technical support, i.e., capacity development support, including, for example, compliance and monitoring & evaluation (M&E), to strengthen the organisational management skills and systems of the organisations.

The mentoring partner is expected to support both “high-risk” and “medium-risk” organisations with the following characteristics:

High risk organisations’ profile:

- start-up non-profit organisations (NPOs) and CBOs and micro-social enterprises that are less than two years old (this may include organisations that may not be fully registered legal entities; organisations that may need support in establishing proper and functional management and organisational structures)
- organisations that have been implementing their social solutions for less than two years and do not have sustainability plans in place;
- organisations that require support in refining and testing their social innovations and

Medium risk organisations’ profile:

- non-profit organisations (NPOs) and CBOs and micro-social enterprises that are at least two years old and have been implementing their social innovations for at least two years.
- organisations that demonstrate potential for growth and have social solutions that can be supported to scale;

EXPECTATIONS FOR THE MENTORSHIP PROGRAMME

The following section outlines the expectations that the mentoring partner must fulfil. Note that these are subject to be further elaborated on once the appointment and implementation plan has been finalised. The mentoring partner is expected to refer to the below guidelines to provide a proposal that contains a budget detailing the cost of mentoring per CBO (high risk and medium risk) in line with outlined expectations.

Phase 1: Request for proposals from CBOs

Request for proposals, review and analysis of projects in the proposed impact areas – this includes:

- Co-creating with Tshikululu the request for proposals to be issued within the selected host communities

- Screening, selection and contracting with the CBOs to be supported
- Developing an M&E framework and plan that is in alignment with the Anglo American Foundation's Theory of Change.

Phase 2: Mentorship inputs for selected CBOs

- Conducting a baseline capacity assessment of the selected CBOs to identify their organisational and capacity building needs in, for example, governance and strategy, sustainability, financial accountability, communication and marketing, M&E, project management, etc.
- Conducting an assessment or review of the social solution to understand its viability
- Developing a customised mentorship and capacity building plans for each CBO
- Providing sub-grants to the selected CBOs that may not meet the compliance criteria as provided by Tshikululu

Phase 3: Implementation and tracking mentorship progress of selected social solutions (both mentorship approaches)

- Implementing a programme in line with approved implementation plan over a 12-month period
- Tracking and monitoring the implementation of the project and progress against the approved monitoring and evaluation framework and plan
- Conducting stakeholder engagement with relevant stakeholders with support from Tshikululu (i.e., Anglo American site teams, CBOs, community stakeholders)
- Reporting to Tshikululu in line with contractual reporting milestones and provide a close out report at the end of the grant period