



Sudanese American Medical Association

Request for Proposal (RFP): Emergency Food Security Grant for Darfur, Sudan

Date: May 18, 2025

Submission Deadline: May 31, 2025

Grant Amount: \$5,000

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Background

SAMA is a U.S.-based nonprofit organization committed to delivering lifesaving humanitarian aid and health-focused support across Sudan. In response to the escalating humanitarian crisis in **Darfur, Sudan**, due to ongoing conflict and displacement, SAMA is expanding its **food security interventions** to address urgent needs.

SAMA has previously supported food security interventions in regions such as Gedarif, White Nile, and Khartoum, reaching thousands of internally displaced persons with lifesaving meals

Purpose of the Grant

This grant aims to support **local nonprofit organizations operating in Darfur** that are addressing food insecurity among internally displaced persons (IDPs). The grant seeks to enhance access to lifesaving meals in displacement camps.

Scope of Work

General Food Distribution

Provide meals to displaced families and communities residing in IDP camps across Darfur.

Principles and Ethical Guidelines

All applicant organizations and grant activities must adhere to SAMA's core humanitarian principles. These principles guide our work and are mandatory for all partners receiving support:



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1. Political Neutrality

SAMA is a non-partisan, humanitarian organization. Grant recipients must maintain **strict political neutrality** throughout the implementation of this project. Activities must not support or oppose any political or military group or agenda, and the assistance must be delivered solely based on need.

2. Inclusivity

Grantees must ensure **equitable access** to food and nutrition support, regardless of ethnicity, gender, age, religion, displacement status, or political affiliation. Efforts should be made to reach the **most vulnerable**, including women-headed households, children, persons with disabilities, and elderly individuals.

Eligibility Criteria

Applicants must:

- Organizations must agree to adhere to SAMA's reporting standards and ethical guidelines outlined in this RFP
- Be a **registered local nonprofit** operating in Darfur.
- Demonstrate experience in **food security or humanitarian relief**.
- Have the capacity to manage funds and submit reports in a timely and transparent manner.
- Be able to implement the project within a **1-month timeframe**.

Required Documents

Applicants must submit the following documents along with their proposal to be considered eligible for this grant:

- 1. Proof of Legal Registration**
 - A copy of the organization's official registration certificate or equivalent document confirming its legal status and operation in Sudan.
- 2. Full Project Proposal**
 - A complete proposal that includes all components outlined under the "Proposal Requirements" section of this RFP.
- 3. Valid ID of the Applicant**



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- A scanned copy of a government-issued photo ID (e.g., national ID, passport) of the individual filling out and submitting the application on behalf of the organization.

Proposal Requirements

Proposals must include the following:

- Organization Overview: Mission, registration status, relevant experience, and target communities.
- Project Description:
 - Objectives
 - Target population
 - Key activities
 - Geographic area of implementation
- Implementation Plan: Timeline and staffing structure.
- Monitoring & Evaluation (M&E): How impact will be measured.
- Budget Breakdown: A line-item budget for the \$5,000 grant.
- Risk Management Plan: Outline of challenges and mitigation strategies.
- Proposals should not exceed 2-3 pages and must be submitted in PDF format.

Timeline

The grant process and implementation period will follow the timeline below:

Milestone	Date
RFP Release Date	May 22, 2025
Proposal Submission Deadline	May 31, 2025
Grant Award Notification	June 1, 2025
Release of Funds	June 1, 2025
Project Implementation Period	June 1–30, 2025
Final Report Due	June 30, 2025



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Reporting Requirements

The selected grantee is required to submit a comprehensive **final report** by **June 30, 2025**. The report must include the following components:

- **Narrative Review:**
A detailed description of the activities conducted, the timeline of implementation, and any challenges encountered.
- **Outcomes of the Activities:**
A summary of the results achieved, including:
 - Number of beneficiaries served
 - Age and Gender breakdown of the beneficiaries
 - Details of the IDP camps covered
 - Number of meals delivered
 - Quantity and type of food distributed
- **Financial Report:**
A complete financial statement showing how the \$5,000 grant was spent, with itemized budget lines and receipts where possible.
- **Visual Documentation:**
 - **High-quality photos** of key activities, clearly labeled
 - **Short video clips** (1–2 minutes each), ideally showing beneficiary feedback, food distribution, or therapeutic nutrition sessions
- Final reports should be submitted in PDF format and include photos and videos as google drive folder link