**Terms of Reference**

**Track 1: Institutionalizing Geospatial and Health Data Training Programs in Accredited Institutions in Nigeria**

# 1. Introduction

The Umbrella Fund, launched by Dev-Afrique Development Advisors, is an investment initiative aimed at providing strategic support to local organizations delivering local solutions across Africa. The Fund enables impact-focused organizations to provide targeted support for achieving programmatic outcomes and last-mile impact that reach millions of underserved and vulnerable populations.

The Umbrella Fund for Geospatial Interventions

With funding from the Gates Foundation's Geospatial Insights Support Team (GIST), Dev-Afrique is launching the Umbrella Fund for Geospatial Intervention. The Fund is designed to strengthen geospatial data ecosystems in low—and middle-income countries (LMICs), starting with the Democratic Republic of Congo and Nigeria. The Fund aims to empower local actors to deliver geospatial solutions for improved health outcomes. Empowering local actors will enhance health program delivery, improve data infrastructure, and strengthen local capacity.

This Fund was established to support the rapid development and implementation of small pilot programs and catalytic interventions to strengthen geospatial and broader data systems at the national and sub-national government levels in LMICs.

# 2. Background

**Institutionalizing Geospatial and Health Data Training Programs in Recognized Institutions**

While geospatial data are fundamental to effective health program planning and implementation, few health data teams effectively utilize geospatial datasets. This, among other things, is due to the lack of institutionalized opportunities for continuous training and development of health professionals delivering health programs in Nigeria. Establishing a tailored training curriculum addressing contemporary geospatial data needs of health programs will provide an opportunity for continuous learning for health professionals.

The Umbrella Funding for Geospatial Interventions has recognized the importance of addressing this problem by supporting local actors in working closely with recognized institutions that offer executive and professional training programs to develop tailored curricula focused on geospatial and health data in healthcare planning and delivery.

The Umbrella Fund is inviting local organizations to submit concept notes for developing and piloting a geospatial data and health curriculum specifically designed for Nigerian health programs. The selected organization will work closely with relevant organizations and establish a linkage between the health sectors and an accredited certificate-awarding institution in Nigeria.

The primary goal of this initiative is to create sustainable, locally driven training in geospatial and health data capacity-building integrated within recognized training institutions for primary healthcare providers and professionals in Nigeria.

# 3. The Scope of the Work

* Establish a partnership with accredited institutions to develop a geospatial health data training curriculum.
* Establish linkages with key stakeholders in the health sector to collaboratively define the training requirements and identify essential training components.
* Develop case studies as part of the curriculum based on practical use cases of geospatial health data, and align these case studies with relevant stakeholders to ensure they meet the needs of health programs such as polio, malaria, immunization etc.
* Establish on-site and online learning options for primary healthcare professionals and providers.
* Implement learning cohorts for health data teams from various sub-national levels.
* Develop a clear pathway for institutionalizing and sustaining the training program, ensuring ongoing learning and capacity building opportunities for health data teams across the country, and propose initiatives to facilitate learning transfer, curriculum expansion and regular updates beyond the Umbrella Fund’s funding period.

The scope of work outlined above serves as a guideline and may be adjusted according to the organization’s proposed implementation approach. To successfully execute this project, organizations must engage with stakeholders within the geospatial-health ecosystem to ensure the training curriculum aligns with existing programs, training needs, and priorities.

# 4. Expected Outcome

The primary goal is to enhance access to localized geospatial health data training programs and promote continuous learning opportunities within the health sector. By formalizing the training curriculum, primary healthcare providers and professionals can improve their geospatial data capability and make better data-driven decisions.

# 5. Eligibility Criteria

* Applications are open only to legally registered organizations with a local presence, such as for-profit businesses, non-profits, and government agencies. Individual applications will not be considered.
* For applications submitted as consortiums, the lead organization must meet the criteria and will be responsible for the submission.
* The applicant organization must be able to demonstrate connection and ability to secure buy-in from a recognized institution in Nigeria.
* The organization must have a good track record and demonstrated expertise in implementing similar projects.

# 6. Project Management

The organization will be required to implement the project in collaboration with a recognized institution in Nigeria. The project lead will be responsible for coordinating with and reporting to the Umbrella Fund team.

# 7. Duration of Work

The project is expected to run for six months from the date of the official contract award.

# 8. Submission Requirements

Organizations are required to attach the following documents when submitting their applications. Please attach these documents to the concept note; they are not included in the specified page limit.

* Evidence of incorporation in Nigeria.
* A letter of consent from an accredited institution they are partnering with.
* CVs of key team members, each no longer than two pages.

If your organization is selected for the next round of review, you will need to provide:

* A bank reference letter.
* A tax compliance certificate or tax exemption certificate.
* An audited financial statement for the last two years.

Please note that only applications submitted through the website will be accepted.

# 9. Financial Proposal

The proposed budget should include a detailed cost breakdown for each output and associated activity. All financial proposals must be presented in U.S. dollars (USD).

Given the catalytic nature of this opportunity, the funding limit for this intervention is $100,000 (One Hundred Thousand Dollars). However, organizations are encouraged to propose budgets that are cost-effective rather than solely aiming to utilize the maximum available funding.

# 10. Proposal Evaluation Criteria

The Umbrella Fund will conduct fair and transparent processes to select successful organizations. Below is the scoring that will be used to rank concept notes.

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| --- | --- | --- | --- |
|  | **Categories** | **Description** | **Scoring Weight** |
| 1 | Technical Proposal | The technical proposal will be evaluated on clarity, feasibility, innovation and sustainability of your proposed approach. | 50% |
| 2 | Organizational Experience and Team Qualifications | Organizations relevant experience and strength of the proposed team to deliver on the project. | 30% |
| 3 | Financial Proposal  | The financial proposal should be realistic, justifiable, and with transparent budget items and costs. Evaluation will consider cost effectiveness and alignment with the proposed technical approach and activities. | 20% |

# 11. Timeline

The timeline for the evaluation process is as follows:

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| --- | --- |
| **Activity**  | **Dates**  |
| Call for applications opens  | March 17th |
| Information Session on call for applications  | March 21st |
| Call for concept note closes  | March 28th |
| Concept note selection and communication to the successful applicant(s). | April 18th  |
| Award disbursement | April 25th |

# 12.0 Application Form & Next Steps

Applications will consist of two documents:

* An open-format **concept note template**, no longer than six pages in length. Please click [**here**](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.umbrellafund.org%2Fdownloads%2Fuf-concept-note-template.docx&wdOrigin=BROWSELINK)to download.
* An open-format **financial proposal template**. Please click [**here**](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.umbrellafund.org%2Fdownloads%2FUF-Budget-Template.xlsx&wdOrigin=BROWSELINK) to download.

Interested and eligible applicants should fill the downloaded templates and upload along with other requirements using this[**link**](https://www.umbrellafund.org/apply).

The deadline for submission of concept notes is **March 28th, 2025, 5:00pm WAT**. Any concept notes submitted after the deadline will not be considered.

# 13.0 Frequently Asked Questions

Please click [here](https://www.umbrellafund.org/downloads/FAQ-track-1-nigeria.pdf) to read our responses to frequently asked questions for this track.