

Project Gender Equality and Social Inclusion Cheat Sheet

STEP ONE

Determine if your project requires a GESI specialist

A GESI Specialist is needed if:



A **bid threshold** of US\$3–5 million or greater

OR



Strong GESI requirements or priorities in funder's **policies/guidelines**

OR



Special attention to equity, diversity, age, gender, people with disabilities, race/ethnicity or LGBTI identity in the **solicitation**

OR



High GESI-related **risks**, including insecurity or exploitation of marginalized groups or gender-based violence

STEP TWO

Determine GESI budget items

Below is an illustrative list of possible items based on a 5-year, \$10 million project. Amounts should be adjusted accordingly depending on project budget and scope.

\$20k–\$50k

Year 1 GESI analysis

\$75k–\$115k

Annually for GESI Specialist

\$1k–\$10k

Annually for staff/partner trainings

\$40k–\$100k

Annually for reasonable accommodations for people with disabilities

\$10k–\$20k

Annually for technical assistance from HQ

STEP THREE

Year One GESI Checklist

Below are an illustrative list of possible items to be conducted during the first year of project implementation.

- ☐ Review funder's GESI requirements and/or meet with funder's relevant GESI advisor
- ☐ Hire GESI specialist and/or staff member with GESI skills
- ☐ Provide project staff with GESI training
- ☐ Ensure that GESI activities are included in year one workplan
- ☐ Perform GESI analysis and establish a GESI strategy within the first six months
- ☐ Integrate the GESI strategy into the project workplan, M&E plan, budget and partner scope of work
- ☐ Include GESI information, to include metrics, achievements and lessons learned, in quarterly and annual reports as both metrics and narrative