NECDA UGANDA

Network for Early Childhood Development Actors Uganda (NECDA)

CALL FOR EXPRESSIONS OF INTEREST

Supporting NECDA's Independent Secretariat Through Member Contributions



NECDA UGANDA

Network for Early Childhood Development Actors Uganda (NECDA)

CALL FOR EXPRESSIONS OF INTEREST



1. Background and Rationale

The Network of Early Childhood Development Actors Uganda (NECDA) is a national network of over 120 organisations working across the Early Childhood Development (ECD) ecosystem. Through collective action, coordination, knowledge exchange and advocacy, NECDA strengthens collaboration among ECD actors, as a neutral and inclusive platform, to improve outcomes for young children and their families in Uganda.

As NECDA matures and implements its Strategic Plan 2026–2030, an effective Secretariat is central to its mandate, providing coordination, administration, programme follow-up, financial management, communication and institutional continuity. Since 2025, Early Years Count Uganda (EYC) has served as Acting Secretariat. NECDA is now moving towards an independently functioning Secretariat with clearer systems, defined responsibilities and a more sustainable resource base.

2. Purpose and Objectives

This call invites member organisations to partner in supporting an independent and sustainable NECDA Secretariat through a range of complementary contributions, including technical expertise, institutional capacity, practical support and financial resources. Specifically, the call aims to:

1 Promote collective ownership by creating clear opportunities for members to contribute according to their capacity.

2 Strengthen network coordination through member support for cluster meetings, stakeholder dialogues, inter-cluster coordination, learning forums and network-wide gatherings.

3 Mobilise resources for core Secretariat functions, including sponsorship of key positions and essential operating costs.

3. Opportunities for Participation

All NECDA members are invited to participate in one or more of the three complementary areas below, selecting the opportunities that best reflect their strengths and priorities.

3.1 Secretariat Position Sponsorship

Members may finance the recruitment and remuneration of key Secretariat positions, which become part of NECDA's own Secretariat team.

Secretariat position	Institutional purpose
Project/Programme Officer	Programme coordination, implementation follow-up, partner engagement, workplan tracking and reporting.
Communications Officer	Member communication, institutional visibility, dissemination of knowledge and evidence, and communications priorities.

Sponsorship may be full or partial. Every sponsor will be recognised as a NECDA Sponsorship Partner, with acknowledgement in NECDA's reports, communications and events.



3.2 Hosting Partnerships

Members may provide venues, logistics, technical expertise and networks to host network platforms. Hosting Partners help bring members together, maintaining neutrality, inclusiveness and collective ownership at every gathering.

Hosting opportunity	Scope of support
Hosting Cluster Meetings	Meetings of a specific thematic or technical cluster: venue, participant coordination, logistics, accessibility and agreed costs. Please name the cluster you would like to support.
Hosting Stakeholder Dialogues	National or thematic dialogues with government, development partners, civil society, the private sector and other stakeholders.
Hosting Inter-Cluster Meetings	Coordination among cluster chairs, secretaries and representatives on joint planning and cross-cutting priorities.
Hosting Learning Forums	Learning forums, communities of practice, technical exchanges and knowledge-sharing activities.
Hosting General Assembly and Network Gatherings	Logistics for the General Assembly, National Stakeholders Forums and other network-wide gatherings.

3.3 Institutional Resource Contributions

Contributions may be financial, in-kind or service-based, including:

- **Office and operational support:** office rent, utilities and internet, and office-running costs.
- **Equipment and facilities:** laptops and computing equipment, printing and copying equipment, office and meeting furniture, and other items.

4. Eligibility and Application Requirements

The call is open to NECDA member organisations that share the network's mandate and would like to contribute in a way that suits their strengths. Organisations are welcome to apply for the area that best matches their capacity.

Opportunity	Applicants are invited to share
A. Position sponsorship	Capacity to finance all or an agreed portion of a position; proposed value, duration and payment arrangements; and the status of the commitment.
B. Hosting Partnerships	Access to venues, logistics or technical facilities; familiarity with the cluster or thematic area; and readiness to work alongside the Secretariat and cluster leadership and to share meeting records and outputs with the network.
C. Institutional resources	A short description of the contribution and its availability.

Joint applications are welcome. They name all participating organisations, nominate a lead organisation as the main point of contact, and outline each partner's contribution and how the partners will coordinate.



Each application can include, as applicable: organisational details; the opportunity sought; relevant experience; the proposed contribution; duration and availability; implementation arrangements; any conditions that apply; joint applicants; and confirmation by an authorised representative.

Status of contributions: please indicate whether your contribution is already approved, awaiting internal approval, or indicative. Indicative offers are welcome and can be confirmed at a later stage.

5. How to Apply

We warmly invite you to complete the **Expression of Interest Application Form**, indicating the opportunities that interest you, and send it by email.

Submission email	**info@necdaug.org**
Application deadline	**20th November 2026**
Email subject line	**Expression of Interest – NECDA Secretariat**
Enquiries	**info@necdaug.org**

NECDA welcomes Expressions of Interest from member organisations of every size. Each applicant will be contacted using the details provided. For any questions, please write to us at info@necdaug.org.

NECDA looks forward to receiving your Expression of Interest and to continuing our shared commitment to strengthening the Early Childhood Development ecosystem in Uganda. Together, we can build a sustainable foundation for an independent Secretariat that serves every member and, above all, the young children and families we work for.