

FAQ clarifications

Call for Proposals: Europeaid/180442/DD/ACT/ZW

“Strengthening Zimbabwean Civil Society Organisations’ ability to engage as actors of good governance and development”

NDICI-INTPA Civil Society Organisations Thematic Programme

EU Delegation to Zimbabwe

Disclaimer: The Guidelines of the call for proposals, the standard grant contract documents, the EU’s Financial Regulation and the EU’s practical guide on contract procedures for European Union external action (PRAG) shall be considered as the source documents for this call for proposals. This guidance document serves information purposes and does not override or replace any of the source document.

Question 1: “We would like to ask whether organisations registered in South Africa are eligible to apply for this opportunity with a co-applicant from Zimbabwe?”

Answer 1: Please note that specific assessments related to the eligibility of applicants, co-applicants, and/or affiliates fall outside the scope of clarification we can provide at this stage. This ensures the fairness and integrity of the selection process, adhering to the principle that all criteria must be applied as specified in section 2.1.1 of the Guidelines without prejudice to any applicant. For further details about eligibility for NDICI programmes 2021-27, kindly consult the PRAG rules on participation annex [here](#).

Question 2: “As co-applicants need to fulfil the same eligibility criteria as the lead applicant, we seek clarification whether each individual applicant (including from Zimbabwe) must demonstrate to have managed activities of a scale corresponding to at least half of the size of the grant requested, or whether the consortium as a whole (combined experiences of lead and co-applicants) must demonstrate to have managed activities of a scale corresponding to at least half of the size of the grant requested?”

Answer 2: This requirement has been repealed since the original publication of the Guidelines. Kindly see the published Corrigendum to the Guidelines, effectively removing this point from the eligibility requirements.

Question 3: “Are US organizations eligible to for this program? If US organizations are ineligible, can a Zimbabwe-based applicant engage a US-based organization as a sub-awardee or use consultants from a US-based organization?”

Answer 3: Please note that specific assessments related to the eligibility of applicants, co-applicants, and/or affiliates fall outside the scope of clarification we can provide at this stage. This ensures the fairness and integrity of the selection process, adhering to the principle that all criteria must be applied as specified in section 2.1.1 of the Guidelines without prejudice to any applicant. For further details about eligibility for NDICI programmes 2021-27, kindly consult the PRAG rules on participation annex [here](#).

Question 4: “We strongly believe our organization and network, comprising a Lead Applicant in Ireland and a Co-Applicant in Zimbabwe can deliver significant value under the NGOs and Civil Society Theme. We are considering the following organizational structure for the Expression of Interest and wanted to confirm, in advance, that Lead Applicant X, Co-Applicant Y, and Affiliated Entity Z are eligible to apply.”

Answer 4: Please note that specific assessments related to the eligibility of applicants, co-applicants, and/or affiliates fall outside the scope of clarification we can provide at this stage. This ensures the fairness and integrity of the selection process, adhering to the principle that all criteria must be applied as specified in section 2.1.1 of the Guidelines without prejudice to any applicant. For further details about eligibility for NDICI programmes 2021-27, kindly consult the PRAG rules on participation annex [here](#).

Question 5: “I would like to find out that besides the Concept note, at this stage which other accompanying documents are to be submitted. And also some clarity on what is to be submitted via Padior and what is to be submitted via PROSPECT.”

Answer 5: Please refer to the section 2.2 of the Guidelines ‘How to apply and procedures to follow’

Question 6: “Is it mandatory or recommended for the proposed actions to cover both priority areas? Also, kindly advise us if there is likely to be a call that will specify or target support to media or it is likely to be mainstreamed as it appears in the current call?”

Answer 6: The proposed actions do not need to address both/all priorities. It is enough to address one of the call’s priorities. Indeed, the role of media in this call is mainstreamed [and for the time being, we are not planning on a future specific call targeting the media].

Question 7: “The Guidelines state that we must provide an estimate of the requested EU contribution as well as an indicative percentage of that contribution in relation to the eligible costs of the action. Would you kindly advise under which section of the concept note we do this. Secondly, is this the only budgetary information required at this stage?”

Answer 7: Please refer to the section 2.2.1 of the Guidelines. An estimate of the requested EU contribution and the total budget of the action (incl. co-financing) can be indicated in the section 1.2 of the Annex A.1.

Question 8: “On the duration, can you confirm whether the duration of the project could be anything between 24 and 48 months?”

Answer 8: Please refer to the section 2.1.3 of the Guidelines.

Question 9: “Is a full detailed budget required at the concept note stage? If so, where is the template?”

Answer 9: No detailed budget should be submitted at concept note stage. An estimate of the requested EU contribution and the total budget of the action (incl. co-financing) should be indicated in the section 1.2 of the Annex A.1. Kindly note that the requested EU contribution at full proposal stage may not diverge from the initial estimate (at concept note stage) by more than 20%.

Question 10: “What kind of proof or confirmation do you require that co-financing is available? What determines the level of co-financing? Does it have to come from the leading partner only or can this be also coming from co-applicant?”

Answer 10:

At the concept note stage, only the % of co-financing request from the EU is to be mentioned. It is strongly advised to ensure that the resources of co-funding are identified at this stage of the application process. The obligation to prove the co-financing will be requested, provided that a grant agreement will be awarded, with the final financial report.

With regards the financial allocation provided by the Contracting Authority, please refer to section 1.3 of the Guidelines.

Question 11: “Is there a maximum number of co-applicants allowed”?

Answer 11: Please see section 2.1.1 of the Guidelines, page 8, which only specifies that a minimum of one co-applicant is required if the lead applicant is based outside Zimbabwe. There is no maximum limit.

Question 12: “Is there a maximum number of recipients of financial support to third parties (FSTP) that can we include in our application?”

Answer 12: This call for proposals does not specify the maximum number of recipients of FSTP that applicants may propose (NB. FSTP is not mandatory). Please see section 2.1.3 page 13 in the Guidelines where FSTP is explained.

Question 13: “Is there any guidance about associating state entities in our application, such as local authorities or public universities?”

Answer 13: The eligibility criteria spelled out in the Guidelines’ section 2.1.1 must be respected by the applicant(s), and affiliated entities. In principle, that leaves state authorities possible roles as Associates or recipients of FSTP, unless they can present relevant Not-for-Profit legal entities.

Question 14: “How detailed should the concept notes be? Are there page limits or thresholds that we should respect?”

Answer 14: In filling out the Concept note application form (Annex A.1), applicants should follow the Guidelines, instructions and checklist provided. There is no page limit or threshold. In general, we recommend making sure that all the points in the Guidelines/instructions are covered. We recommend running through the Concept Note evaluation grid in the Guidelines’ section 2.3 pages 24-25 to make sure that you have addressed each evaluation question.

Question 15: “The Guidelines do not mention the role of media explicitly and also the gender theme is not mentioned too often. Do these actors/issues not play a part in this call for proposals?”

Answer 15: The priority areas are indicated in the Guidelines’ section 1.2. The media’s role could be relevant in addressing the objectives/priorities, although not expressly mentioned. Also, gender could become relevant, especially as one of the priorities is to strengthen the participation of CSOs/CBOs, women, youth and people with disabilities in public policy dialogues, development processes, etc.

Question 16: “Can an organisation appear in two concept notes, say as lead applicant in one and as co-applicant in another?”

Answer 16: Please refer to section 2.1.3 of the Guidelines p.14 “*number of application and grants per applicant/affiliated entities*”

Question 17: “Is it possible to include activities OUT of Zimbabwe, if they are duly justified and clearly linked to objectives and results (e.g. training visits...)?”

Answer 17: Please refer to section 2.13 of the Guidelines, “*Location*” (p.10).

Question 18: “Can the projects include activities specifically focused on capacity strengthening of the CSO co-applicant (developing organisational policies and systems on safeguarding financial management)?

Answer 18: This kind of activity might be eligible/relevant as it is matching closely with one of the example activities mentioned on page 11 of the Guidelines (“Engaging in activities that enhance organisational capacities, governance, advocacy, leadership and other skills and technical expertise”).

Question 19: “Can a European state entity be a co-applicant in this call; specifically I am referring to a public university?”

Answer 19: Please note that specific assessments related to the eligibility of applicants, co-applicants, and/or affiliates fall outside the scope of clarification we can provide at this stage. This ensures the fairness and integrity of the selection process, adhering to the principle that all criteria must be applied as specified in section 2.1.1 of the Guidelines without prejudice to any applicant. For further details about eligibility for NDICI programmes 2021-27, kindly consult the PRAG rules on participation annex [here](#).

Question 20: “Is the logical framework required at concept note stage?”

Answer 20: No, it is not required and should not be submitted. However, it is indeed helpful to start thinking about the theory of change since the very start of planning the project.

Question 21: “Do you differentiate between the legal statuses that organisations may have such as Trust and PVOs? One of our co-applicant is registered under Common Law Universitas and under this form of establishment there is no official registration but it is lawfully acceptable in Zimbabwe. Is this type of registration acceptable and what form of evidence would you require?”

Answer 21: Eligibility is laid out in 2.1.1 and thus we are seeking non-governmental organisations (civil society organisations), or their associations, as defined in recital 46 of the NDICI Global Europe regulation: ‘Civil society organisations embrace a wide range of actors with multiple roles and mandates which includes all non-State, not-for-profit independent and non-violent structures, through which people organise the pursuit of shared objectives and ideals, whether political, cultural, religious, environmental, social or economic. Operating from local, national, regional and international levels, they comprise urban and rural, formal and informal organisations.’ These non-governmental organisations should be established in an eligible country, according to the national law of the country concerned.

Question 22: “Which style do you prefer on referencing? Footnoting or in-text and can we also use hyperlinks?”

Answer 22: All of those will be acceptable but we prefer in-text and hyperlinks since we find them the easiest for readers.

ENDS