

# **Order of the Minister for Foreign Trade and Development Cooperation of 3 March 2020, no. MINBUZA-2020. 5035-46, laying down administrative rules and a ceiling for grants awarded under the Ministry of Foreign Affairs Grant Regulations 2006 (Mine Action and Cluster Munitions Programme 2020-2024)**

The Minister for Foreign Trade and Development Cooperation,

Having regard to articles 6, 7 and 10 of the Ministry of Foreign Affairs Grants Decree,

Having regard to article 5.1 of the Ministry of Foreign Affairs Grant Regulations 2006;

Orders:

## **Article 1**

The administrative rules appended as an annexe to this Order apply to grants awarded under article 5.1 of the Ministry of Foreign Affairs Grant Regulations 2006 with a view to financing activities in the field of mine action and cluster munition clearance, which help promote peace and security after the end of an armed conflict (Mine Action and Cluster Munitions Programme 2020-2024).

## **Article 2**

1. An overall ceiling of €51 million applies to Mine Action and Cluster Munitions Programme 2020-2024 grants for activities that are awarded from the time this Order enters into force up to and including 31 December 2024, to be allocated as follows to the different activities:

a) €50 million for operational mine action activities, to be allocated as follows:

- i. €30 million for activities in the priority countries Afghanistan, Iraq, Lebanon, Libya, Syria, Ukraine and Yemen;
- ii. €10 million for activities in non-priority countries;
- iii. €10 million as contingency funding in the context of operational mine action.

b) €1 million for activities focusing on capacity building, innovation and strategic action aimed at influencing policy.

2. Only organisations eligible for a grant from the funds referred to in paragraph 1 (a) (i) will be eligible for a grant from the funds referred to in paragraph 1 (a) (ii).

3. Only organisations that have already received a grant from the funds referred to in paragraph 1 (a) (i) and (ii) will be eligible for a contingency funding grant as referred to in paragraph 1 (a) (iii).

4. Multi-year grants are awarded subject to the condition referred to in section 4:43 of the General Administrative Law Act (AWB) that sufficient funds are made available for them in the applicable budget.

## **Article 3**

1. Grant applications under the Mine Action and Cluster Munitions Programme 2020-2024 must be submitted using the application form adopted by the Minister and accompanied by the documents stipulated in that form.<sup>1</sup>

2. Grant applications under the Mine Action and Cluster Munitions Programme 2020-2024 grants can be submitted in one of the following funding rounds:

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<sup>1</sup> The application form can be downloaded from <https://www.government.nl/topics/grant-programmes/mine-action-and-cluster-munitions-programme-2020-2024>.

- a) grant applications for activities referred to in article 2, paragraph 1 (a) (i) can be submitted from the time this Order enters into force up to 12:00.00 CEST on 4 May 2020;
- b) grant applications for activities referred to in article 2, paragraph 1 (a) (ii) can be submitted from 28 May 2020 up to 23:59.59 CEST on 24 July 2020.
- c) grant applications for activities referred to in article 2, paragraph 1 (a) (iii) can be submitted from the time this Order enters into force up to 23:59.59 CEST on 31 August 2024;
- d) grant applications for activities referred to in article 2, paragraph 1 (b) can be submitted from the time this Order enters into force up to 12:00.00 CEST on 4 May 2020.

#### **Article 4**

The funds earmarked under article 2, paragraph 1 (a) (i) and (ii) and article 2, paragraph 1 (b) will be allocated in accordance with an assessment based on the criteria set out in the annexe to this Order on the understanding that, of the applications that meet the criteria, those that meet them best will be given priority for a grant, with due regard for the need for a balanced distribution as referred to in article 8, paragraph 3 (d) of the Ministry of Foreign Affairs Grant Decree.

#### **Article 5**

This Order enters into force on the day after the date of the Government Gazette in which it appears and lapses with effect from 1 January 2025, with the proviso that it continues to apply to grants awarded prior to that date.

This Order and its accompanying annexe will be published in the Government Gazette. The appendices to the annexe will be published on the internet.<sup>2</sup>

*K. van der Heijden*

*Director-General for International Cooperation*

*for the Minister for Foreign Trade and Development Cooperation*

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<sup>2</sup> <https://www.government.nl/topics/grant-programmes/mine-action-and-cluster-munitions-programme-2020-2024>.

## 1. **Background and policy principles**

### 1.1. Introduction

Even years after the end of an armed conflict, the presence of explosive remnants of war (ERW), such as landmines and cluster munitions, can continue to pose a threat to human security.<sup>3</sup> Besides being a direct risk to people, ERW make large areas of land dangerous and inaccessible. This is a barrier to stabilisation, reconstruction and socioeconomic development. Humanitarian assistance cannot start, while roads, borders and the immediate surroundings of houses and schools remain no-go areas and civilian access to food, water and other basic needs is obstructed. Insecurity due to ERW also makes it harder for refugees and displaced persons to return home, and ERW interferes with the work of international security forces during peace missions in fragile states.

Mine action is defined as activities which aim to reduce the social, economic and environmental impact of landmines and ERW, including unexploded submunitions. Besides actual clearance, mine action is also concerned with the impact of landmine contamination on people and societies. The objective of mine action is to reduce the risk from landmines and ERW such that people can live safely, free from the constraints imposed by landmines and ERW, enabling development in the economic, social and healthcare domains and assistance to victims. This means that mine action cannot be seen independently from other activities with which it substantially overlaps: humanitarian assistance, development cooperation and, in some cases, peace management and peace support operations.<sup>4</sup>

Mine action focuses on the following five areas:

- 1) *Mine risk education*: raising awareness of the risks of landmines and other ERW and of appropriate ways of dealing with these risks.
- 2) *Clearance*: mine and ERW surveying, mapping, marking and clearance aimed at making contaminated areas usable.
- 3) *Victim assistance*: assistance to victims and their families, including rehabilitation, reintegration and psychosocial assistance.
- 4) *Stockpile destruction*: destroying stockpiled landmines and dismantling production and storage facilities.
- 5) *Advocacy*: lobbying against the use of anti-personnel mines and cluster munitions.

According to Protocol V of the Convention on Certain Conventional Weapons and the Cluster Munitions Convention, this also applies to unexploded ordnance (UXO) and abandoned explosive ordnance (AXO).<sup>5</sup>

There have been major national and international efforts in recent years to reduce the area of land contaminated with landmines and other ERW. Between 2016 and 2018, the Netherlands funded NGOs that together demined over 11.2 million square metres of land and reached 338,472 people through information campaigns about the dangers and risks of ERW, such as landmines, cluster munitions and certain forms of improvised explosive devices (IEDs).<sup>6</sup>

In the most recent conflicts in particular, UXO have made up a large proportion of ERW. Much work remains to be done in the coming years before post-conflict countries can be declared free of landmines and cluster munitions. Currently, the main challenge is the increased use (or presumed use) of improvised and other landmines by non-state armed groups in countries such as Afghanistan, Cameroon, Colombia, India, Libya, Mali, Myanmar, Nigeria, Pakistan, the Philippines,

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<sup>3</sup> For a complete definition of ERW, see: [https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary\\_of\\_mine\\_action\\_terms\\_and\\_abbreviations\\_Ed.2\\_Am.10.pdf](https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary_of_mine_action_terms_and_abbreviations_Ed.2_Am.10.pdf).

<sup>4</sup> See: <http://www.mineactionstandards.org/standards/>.

<sup>5</sup> For definitions of AXO and UXO, see: [https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary\\_of\\_mine\\_action\\_terms\\_and\\_abbreviations\\_Ed.2\\_Am.10.pdf](https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary_of_mine_action_terms_and_abbreviations_Ed.2_Am.10.pdf).

<sup>6</sup> Figures based on results of 2016 to 2018; figures for 2019 not yet included.

Somalia, Tunisia and Yemen. Myanmar (which has not acceded to the Ottawa Treaty) also still actively uses landmines.<sup>7</sup>

Partly for this reason, the Humanitarian Mine Action and Cluster Munitions programme has for some time now been part of the Netherlands' integrated policy on security, stability and post-conflict reconstruction. To further reduce the numbers of accidents with explosives and promote stability in post-conflict areas, clearance is necessary of both landmines (anti-personnel mines as well as 'mines other than anti-personnel mines') and other ERW.

The Netherlands is a major donor for UXO clearance, and strives to earmark €15 million a year for mine action.<sup>8</sup> In recent years, in addition to the Mine Action and Cluster Munitions Programme 2016-2020, the Netherlands has pressed for humanitarian mine action through various channels. At multilateral level, for instance, at meetings on the Anti-Personnel Mine Ban Convention and the Convention on Cluster Munitions, it has been one of the leading advocates of a mine-free world by 2025. The Netherlands also makes annual unearmarked contributions to the United Nations Mine Action Services (UNMAS) Voluntary Trust Fund, and it has made a number of one-off contributions to UNMAS mine action activities in various countries, including Iraq and Afghanistan.

By signing and ratifying the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on their Destruction (Ottawa Treaty), the Convention on Cluster Munitions (Oslo Convention) and Protocol V of the Convention on Certain Conventional Weapons (CCW), the Netherlands has committed itself to providing assistance to countries that are themselves unable or less able to clear landmines and cluster munitions, destroy stockpiles, provide assistance to victims and carry out other mine action activities.

## 1.2. Policy relevance

Dutch humanitarian mine action policy is based on two authoritative foreign policy documents: the foreign trade and development cooperation policy document 'Investing in Global Prospects' and the Integrated International Security Strategy (IISS).

'Investing in Global Prospects'<sup>9</sup> links humanitarian mine action to the development of just and peaceful societies, and thus to Dutch efforts to help achieve Sustainable Development Goal (SDG) 16 (peace, justice and strong institutions). In addition, the cleared area in number of square metres is a performance indicator in the foreign trade and development cooperation budget. In the framework of the Integrated International Security Strategy,<sup>10</sup> humanitarian mine action contributes to Dutch disarmament and arms control policy. Both policy documents emphasise an agenda of prevention. The Netherlands accordingly endorses the goals set by the UN Secretary-General in the *Pathways for Peace* report in order to launch a shift away from managing and responding to crises and towards preventing conflict sustainably.<sup>11</sup> The Netherlands sees humanitarian mine action as an integral part of the conflict prevention agenda and of efforts to achieve lasting peace by tackling the different facets of the root causes of conflict and poverty.

The Mine Action and Cluster Munitions Programme 2020-2024 is also in line with broader Dutch foreign and development cooperation policy, mainly through the programme's contributions to reaching SDG 1 (no poverty), 2 (zero hunger), 3 (good health and wellbeing), 5 (gender equality) and 8 (decent work and economic growth).

Dutch mine action objectives fall under the Theory of Change of Dutch policy on security and the rule of law (see annexe 2) and the corresponding results framework (see annexe 3). The overarching objective of this framework is the creation of legitimate stability and lasting peace in conflict areas. The impact of the Mine Action and Cluster Munitions Programme 2020-2024 is linked mainly to the first long-term goal in the results framework: reducing the levels of violence and fear experienced. As a means towards this goal, humanitarian mine action is among the Netherlands' contributions towards efforts to achieve SDG target 16.1: to significantly reduce all

<sup>7</sup> See: Landmine Monitor 2019. <http://www.the-monitor.org/en-gb/reports/2019/landmine-monitor-2019.aspx..>

<sup>8</sup> Amendment proposed in 2000 by MPs Agnes van Ardenne-van der Hoeven and Thanasis Apostolou (Parliamentary Paper 27 400 V, no. 17), and undertaking given to the Senate in 2011 to spend €15 million annually on mine action.

<sup>9</sup> <https://www.government.nl/documents/policy-notes/2018/05/18/investing-in-global-prospects>.

<sup>10</sup> <https://www.government.nl/documents/reports/2018/05/14/integrated-international-security-strategy-2018-2022>.

<sup>11</sup> United Nations and World Bank Group, *Pathways for Peace: Inclusive Approaches to Preventing Violent Conflict*, 2018, <https://openknowledge.worldbank.org/bitstream/handle/10986/28337/9781464811623.pdf?sequence=12&isAllowed=y>.

forms of violence and related death rates everywhere. The specific Theory of Change of the Mine Action and Cluster Munitions Programme 2020-2024 can be found in annexe 5.

As a signatory to the Ottawa Treaty and Oslo Convention, the Netherlands has an obligation to provide assistance to states that request it. The Mine Action and Cluster Munitions Programme 2020-2024 is a means towards this end. To enhance the programme's effectiveness, activities for which grants are requested should ideally be aligned with the different instruments related to these agreements (such as the Nairobi, Cartagena, Maputo and Oslo Action Plans).

The Netherlands supports a coherent and integrated approach to reconstruction, in which various policy instruments, selected on the basis of the local context, can complement and strengthen one another. These instruments may have a political, humanitarian, economic, military or development focus. The Netherlands recognises the need to integrate the mine action sector as a whole into mainstream development and reconstruction.

### **1.3. Goal and geographic priorities**

#### 1.3.1. Primary goal

The Mine Action and Cluster Munitions Programme 2020-2024 primarily contributes to the first long-term goal of the Security and Rule of Law results framework (reduce the levels of violence and fear experienced), and in particular goal 1.2: reduce physical threats to personal safety posed by landmines and other explosive hazards.

Goal 1.2 of this results framework has three sub-goals:

- 1.2.1 Policy promoting universal acceptance as well as the implementation of the Ottawa Treaty.
- 1.2.3 Technical assistance and capacity building through partners to strengthen capacity of national and local mine action authorities to effectively address mine/IED-related concerns.
- 1.2.4 Support programmes for clearance of mines and explosive remnants of war, and an increased awareness of mine-related risks and support to mine victims.

To qualify for a grant, proposals should primarily pursue sub-goals 1.2.3 and 1.2.4. See annexe 3 for the Security and Rule of Law results framework.

#### 1.3.2. Secondary goals

The secondary goals of the Mine Action and Cluster Munitions Programme 2020-2024 tie in with other parts of Dutch foreign and development cooperation policy.

##### *1.3.2.1. Socioeconomic reconstruction*

The Netherlands sees humanitarian mine action not only as a means to enhance human security, but also as an enabling condition for socioeconomic reconstruction. Mine action activities create socioeconomic opportunities, for example by freeing up productive agricultural land and providing access to critical infrastructure. In this way, they enhance the resilience of the programme's beneficiaries, which also benefits local communities and ultimately contributes to stabilisation in areas affected by mines.

The Mine Action and Cluster Munitions Programme 2020-2024 is therefore also aimed at enhancing the resilience of vulnerable groups by increasing their access to resources, means of subsistence and socioeconomic reconstruction programmes. In order to qualify for a grant, proposals must therefore contribute to socioeconomic reconstruction as a secondary aspect of mine action.

##### *1.3.2.2. Gender, diversity and inclusion*

Landmines and conflict often have unequal impacts on women, girls, boys and men. Women tend to have less say on matters of peace and security, while a disproportionate number of landmine victims are men and boys.<sup>12</sup> Knowledge about distinctive perspectives, needs and gender roles is

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<sup>12</sup> Of the civilian victims of landmines, 88% are men or boys; 84% of child victims of landmines are boys. See Landmine Monitor 2019, <http://www.the-monitor.org/en-gb/reports/2019/landmine-monitor-2019.aspx>.

vital in order to enhance the physical safety of different groups, because security is not gender-neutral. Alongside gender, diversity more broadly plays a role in the Mine Action and Cluster Munitions Programme 2020-2024. Both in implementing activities and in assessing their impact, the importance of diversity should be taken into account. Diversity is understood to include differences in age, gender, nationality, cultural perspective, beliefs, sexual orientation, level of education and abilities. Promoting these different groups' equal participation in mine action programmes is important for the Netherlands.

In order to qualify for a grant, proposals must take account of the needs of different groups as actors in stabilisation and reconstruction processes and in socioeconomic development. In this connection, the grant proposal must include safeguards for the protection of the different groups involved in the proposed activities – as both implementers and beneficiaries – in accordance with existing frameworks (such as international humanitarian law).

#### *1.3.2.3. Capacity building*

In order to achieve a mine-free world, countries must be capable themselves of tackling the challenges of landmines and other explosive remnants of war. This applies even to the time when countries are ultimately mine-free: they must then be capable of removing residual contamination.<sup>13</sup> For this reason, capacity building is part of the Netherlands' Mine Action and Cluster Munitions Programme 2020-2024.

By providing grants for capacity strengthening in relation to operational mine action, the Netherlands is trying to ensure that local organisations and authorities in affected states acquire the knowledge and expertise needed to be able in the long run to address the challenges of land mines and ERW themselves. Examples of activities that fall under this heading include training local mine clearing personnel, directly supporting local mine action organisations, and advising and training national authorities. Such activities may qualify for a grant from the funds earmarked for operational mine action.

By providing grants for activities aimed at capacity building, innovation and strategic action aimed at influencing policy (see also section 1.3.6 below), the Netherlands seeks to focus on activities that strengthen the capacity of the global mine action sector, such as developing international guidelines for mine action and supporting the drafting of strategic policy recommendations for national authorities.

#### 1.3.3. Priority countries for this grant policy framework

For the duration of this grant programme, a total of €30 million has been reserved for operational mine action activities in the following priority countries: Afghanistan, Iraq, Lebanon, Libya, Syria, Ukraine and Yemen. These countries have been selected on the basis of several criteria, such as the number of landmine victims, the degree of landmine contamination and their political importance for the Netherlands. A concise country strategy has been drafted for each country (see annexe 4), describing its landmine problems, the Netherlands' specific policy goals, and how the Mine Action and Cluster Munitions Programme 2020-2024 aims to help achieve these policy goals. To qualify for a grant, applications should be in line with these strategies.

#### 1.3.4. Other countries

The Netherlands is aware that many countries other than the priority countries mentioned above face problems with landmines and cluster munitions and has therefore set aside €10 million for operational mine action activities in non-priority countries out of the total programme budget of €50 million. Only organisations that have passed the first stage of the selection procedure (see section 3.2) are eligible for a grant from this sub-budget. The applicant may choose one non-priority country as it sees fit, on condition that the country in question is a State Party to the Ottawa Treaty and/or Oslo Convention.

#### 1.3.5. Contingency funding

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<sup>13</sup> For a full definition of residual contamination, see: [https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary\\_of\\_mine\\_action\\_terms\\_and\\_abbreviations\\_Ed.2\\_Am.10.pdf](https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary_of_mine_action_terms_and_abbreviations_Ed.2_Am.10.pdf).

The Mine Action and Cluster Munitions Programme 2020-2024 will include scope for flexible use of part of the total budget available as contingency funding in the context of operational mine action. To this end, €10 million out of the total budget of € 51 million will be set aside for the duration of the Mine Action and Cluster Munitions Programme 2020-2024, to be distributed evenly over the grant period. This sub-budget is intended for activities in situations that arise unexpectedly (such as humanitarian crises) or when a one-off contribution may have significant added value. The corresponding funds can be released in two ways:

- a) at the Minister’s request, in a ‘flash’ call for proposals aimed at specific areas and/or activities;
- b) in response to suggestions by selected partners, and supplementing other donors’ (e.g. EU) efforts. Such proposals will be assessed based on the extent to which they tie in with the Minister’s own policy priorities.

With reference to (b), some suggestions and types of activities are considered more important than others. In setting priorities and considering applications, the following matrix of priorities will be used:

Priority	Type
1	Activity responding to a new humanitarian crisis
2	Activity responding to an existing humanitarian crisis
3	Funding for innovative activities
4	Expansion of existing activity, initially not funded by the Netherlands
5	Gap funding for existing activity, initially not funded by the Netherlands

Only organisations which have already been awarded a grant for operational mine action activities under the Mine Action and Cluster Munitions Programme 2020-2024 are eligible for a contingency funding grant. The corresponding grant will be included administratively within the running grants.

#### 1.3.6. Funds reserved for capacity building, innovation and strategic action to influence policy

Within the Mine Action and Cluster Munitions Programme 2020-2024, €1 million has been reserved for activities aimed at influencing policy, promoting innovation and strategic capacity building. The Netherlands is aware that, in addition to regular mine action activities, there is also a need to work through other channels to achieve related policy goals, particularly through activities with an international character that have impact on the entire mine action sector.

Examples of such activities include:

- research projects and knowledge building that enhance the effectiveness and efficiency of the mine action sector;
- support for IT management processes, such as the Information Management System for Mine Action (IMSMA) Core, in the interests of standardising and streamlining mine action activities;
- development of guidelines and manuals on safe and efficient mine clearance, such as the International Mine Action Standards;
- drafting strategic policy recommendations to help mine action authorities develop national strategies;
- technical and operational assistance, such as training courses and workshops, to enhance the effectiveness of national mine action authorities.

#### 1.3.7. Conflict sensitivity

The Netherlands attaches importance to ensuring that all the interventions it finances take account of the context in which they are conducted. Conflict sensitivity plays an important role in the Mine Action and Cluster Munitions Programme 2020-2024. Failing to identify the impact of an intervention can lead to undesirable consequences. Problems may arise, for example, when land is handed over to certain groups, exacerbating tensions in a community. Certain communities may also see the clearing of specific areas as favouring another community in current or past conflicts. The Netherlands seeks to avoid financed interventions from exacerbating conflicts. It is therefore

crucial for grant applications to include a thorough contextual analysis, making clear how the intervention's conflict-sensitivity will be ensured.

Activities that receive a grant from the Mine Action and Cluster Munitions Programme 2020-2024 should not exacerbate conflicts and tensions, but rather make a positive contribution to social cohesion in local communities. This must be monitored during implementation, so that an activity can adapt flexibly to changing situations.

## **2. Financial resources, resource allocation and timetable**

### **2.1. Available resources**

Mine Action and Cluster Munitions Programme 2020-2024 grants can be awarded for two types of activities: operational mine action activities and activities focusing on capacity building, innovation and strategic action aimed at influencing policy. The total programme budget is €51 million. This is divided into two sub-budgets, A and B:

- A) €50 million for operational mine action activities, further divided into €30 million for activities in priority countries (Afghanistan, Iraq, Lebanon, Libya, Syria, Ukraine and Yemen), €10 million for activities in non-priority countries, and €10 million as contingency funding; and
- B) €1 million for activities focusing on capacity building, innovation and strategic action aimed at influencing policy.

Organisations can only qualify for a grant from either the sub-budget for operational mine action activities or the sub-budget for activities focusing on capacity building, innovation and strategic action aimed at influencing policy, but not for both.

### **2.2. Allocation of available resources**

To qualify for a grant, the quality of the concept note submitted as part of the application and the full proposals must in any case be satisfactory. Applications for contingency funding for operational mine action activities will be assessed in the order that they are received.

The assessment of grant applications and the award and allocation of available resources for operational mine action activities in and outside the priority countries, and for activities focusing on capacity building, innovation and strategic action aimed at influencing policy will take place by means of a call for proposals: the quality of all applications that meet the requirements set out in these administrative rules will be assessed according to the same criteria (see section 5). These applications will be ranked based on the outcome of that assessment, and the highest-ranking applications will be given priority in the award of grants. The available resources are therefore allocated on the basis of the quality of the applications submitted, assessed using the criteria in these administrative rules. In this process the Minister will aim for a balanced distribution of resources over the priority countries and over the goals and sub-goals of the grant policy framework. Moreover, for reasons of efficiency, no more than one proposal will be eligible for a grant for activities focusing on capacity building, innovation and strategic action aimed at influencing policy.

### **2.3. Duration of activities**

The activities for which a grant is requested may start no earlier than 1 September 2020 and end no later than 31 August 2024. The minimum grant duration is 36 months and the maximum is 48 months. This applies both to operational mine action activities – except for activities receiving contingency funding – and to activities focusing on capacity building, innovation and strategic action aimed at influencing policy.



The months September, October and November 2020 will be part of an inception phase in which goals, indicators and envisaged results will be formulated jointly and the Theory of Change will be further developed with the grant recipients. The monitoring and evaluation component of the programme will also be set up during this phase, at a number of meetings where attendance will be mandatory. The starting date of the operational activities will be set in consultation with the grant recipient during the inception phase. The agreements on monitoring on the basis of joint goals adopted during the inception phase will apply for the entire programme duration.

Grant recipients will report at set intervals on the progress of their activities. Reporting on the agreed indicators and results will conform to the IATI standard on open data. An interim evaluation will be conducted, either by the ministry or by a third party contracted by the ministry. Cooperation with this interim evaluation will be mandatory.

The above-mentioned conditions will be included in the obligations as set out in the grant decision.

### **3. Procedure**

#### **3.1. Organisations and activities eligible for a grant**

Mine Action and Cluster Munitions Programme 2020-2024 grants are intended for independent civil society organisations (CSOs) that are specialised in mine action and are working in a result-oriented way to promote human security and reduce physical threats.<sup>14</sup> 'CSO' means: a not-for-profit organisation, which possesses legal personality under civil law and serves a public interest, neither established by a public authority nor connected to a public authority either de facto or under its constitution, or which after its establishment by a public authority has become fully autonomous.

Applications for a grant for operational mine action activities should focus on a single country and on at least three of the following five categories of activities:

- 1) Clearance (surveying, mapping, marking and clearing) of improvised or other mines, ERW, UXO, AXO and cluster munitions;<sup>15</sup>
- 2) Destruction of stockpiled improvised or other mines, ERW, UXO, AXO and cluster munitions (including dismantling of production and storage facilities);
- 3) Assistance to victims and their families, including rehabilitation, reintegration and psychosocial assistance;
- 4) Awareness-raising and education among local populations about the risks of improvised and other mines, ERW, UXO, AXO and cluster munitions;
- 5) Capacity building in support of local and/or national implementing parties in connection with the activities listed under points (1) to (4) above.

Applications for a grant for activities focusing on capacity building, innovation and strategic action aimed at influencing policy should focus on at least three of the following five categories of activities:

- 1) research projects and knowledge building that enhance the effectiveness and efficiency of the mine action sector;
- 2) support for IT management processes in the interests of standardising and streamlining mine action activities;
- 3) development of guidelines and manuals on safe and efficient mine clearance;

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<sup>14</sup> For a definition of mine action, see: [https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary\\_of\\_mine\\_action\\_terms\\_and\\_abbreviation\\_s\\_Ed.2\\_Am.10.pdf](https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary_of_mine_action_terms_and_abbreviation_s_Ed.2_Am.10.pdf).

<sup>15</sup> For definitions of the different methods of clearance see: [https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary\\_of\\_mine\\_action\\_terms\\_and\\_abbreviation\\_s\\_Ed.2\\_Am.10.pdf](https://www.mineactionstandards.org/fileadmin/MAS/documents/standards/Glossary_of_mine_action_terms_and_abbreviation_s_Ed.2_Am.10.pdf).

- 4) drafting strategic policy recommendations to help mine action authorities develop national strategies;
- 5) technical and operational assistance, such as training courses and workshops, to enhance the effectiveness of national mine action authorities.

The Netherlands is a major advocate of innovation in mine action activities, in terms of themes and through improving intervention strategies (improving programme effectiveness) and raising the efficiency of programme implementation. The Netherlands encourages NGOs to share their knowledge through open sources in order to contribute to innovation and efficiency throughout the mine action sector. The Netherlands is an advocate of further digitalisation in the mine action sector where possible.

Organisations may either submit a grant application independently or join a consortium of organisations, one of which submits the application as lead party. If the application is approved, the lead party is responsible for implementation of the programme by the consortium and for compliance with the obligations in respect of the grant. Only civil society organisations of the type specified above can form part of a consortium. In this grant policy framework, 'applicant' should be understood as 'independent applicant or lead party'.

Commercial mine action companies and organisations that are or have been involved in the illegal trade in landmines or arms, or in their production, are not eligible for a grant from the Mine Action and Cluster Munitions Programme 2020-2024. Commercial companies can apply to UNMAS, which puts mine action contracts out to tender in the countries where it operates.

### **3.2. Selection procedure**

The General Administrative Law Act, the Ministry of Foreign Affairs Grants Decree and the Ministry of Foreign Affairs Grant Regulations 2006 are fully applicable to the award of grants under the Mine Action and Cluster Munitions Programme 2020-2024. The administrative rules laid down in this grant policy framework also apply to the assessment of grant applications and the allocation of the available resources.

Every application must include a fully completed application form (annexe 6A/B to these administrative rules) and a concept note that includes a track record and budget, drawn up using the model in annexe 7A/B to these administrative rules. Applications for Mine Action and Cluster Munitions Programme 2020-2024 grants will be assessed in two stages:

- 1) Stage 1:
  - Threshold check: proposals for operational mine action activities in the priority countries and proposals for activities focusing on capacity building, innovation and strategic action aimed at influencing policy;
  - A check of the quality of the concept note: proposals for operational mine action activities in the priority countries and proposals for activities focusing on capacity building, innovation and strategic action aimed at influencing policy;
  - A check of the quality of the track record (as part of the concept note): proposals for operational mine action activities in priority countries.
- 2) Stage 2:
  - A check of organisational capacity and integrity: all applicants selected for stage 2;
  - A supplementary threshold check for grant applications for operational mine action activities in priority and non-priority countries, as well as for activities focusing on capacity building, innovation and strategic action aimed at influencing policy;
  - A quality check of the full proposal: grant applications for operational mine action activities in both priority and non-priority countries and applications for activities focusing on capacity building, innovation and strategic action aimed at influencing policy. This assessment is based on more extensive contextual and risk analyses and on the proposed system of monitoring, comprising SMART outcomes and outputs with associated quality indicators and targets.

### 3.2.1. Stage 1

In stage 1 applicants must demonstrate that they meet the threshold criteria, and submit one or more applications. An application must concern either operational mine action activities in one priority country or activities focusing on capacity building, innovation and strategic action aimed at influencing policy. If grant applications are submitted by the same applicant for both types of activities, only the first application received will be assessed; the last application received will be rejected and will not be processed further. If grant applications for both types of activities are submitted at the same time, both applications will be rejected and will not be processed further.

Applications for operational mine action activities in priority countries must concern activities in only one (1) priority country.

Each applicant (applying either independently or on behalf of a consortium) should submit at least two (2) and no more than three (3) applications for operational mine action activities in priority countries. In addition, an organisation may be involved in no more than a total of three (3) applications as either an independent applicant and/or lead party. There are no restrictions on the number of times that an organisation may participate in a consortium as a co-applicant, nor on the number of times that a consortium may submit an application (provided no organisation acts as lead party of that consortium more than three times).

If an organisation is lead party or independent applicant for more than three applications, only the first three applications received will be processed. Subsequent applications will be rejected and will not be processed further. If more than one (1) concept note is submitted simultaneously as part of the same application by the same applicant, the entire application will be rejected and will not be processed further. If one (1) organisation submits only one (1) application for operational mine action activities, the application will be rejected.

Applications for grants for activities focusing on capacity building, innovation and strategic action aimed at influencing policy should include a concept note concerning all the envisaged activities.

In stage 1, applications received before the deadline will first be assessed according to the threshold criteria in section 5.1. Applications that do not satisfy all of the threshold criteria will not be considered further.

Subsequently the quality will be assessed of the concept notes for operational mine action activities in the priority countries or the concept note for activities focusing on capacity building, innovation and strategic action aimed at influencing policy. The quality of the track record will also be assessed as part of the concept note for applicants for a grant for operational mine action activities in priority countries, using the criteria in section 5.2.

Applicants will be selected for stage 2 on the basis of the outcomes of this assessment and the available resources, taking account of the need to ensure a balanced distribution of resources over priority countries, goals and sub-goals (see section 2.2). These applicants will be invited to submit a full proposal. The concept notes and track record of applicants selected for stage 2 will in any case have been assessed as satisfactory, according to the criteria set out in section 5.2. For operational mine action activities, an applicant must also have submitted at least two applications whose quality has been assessed as satisfactory. However each applicant/lead party will be invited to elaborate no more than three (3) applications into full programme proposals.

With due regard for the above, at least two (2) and no more than four (4) applicants will be invited as part of stage 2 to submit full proposals for operational mine action activities in priority countries. These proposals must be an elaboration of applications that have been assessed as having satisfactory quality.

With due regard for the above, one (1) applicant will be invited as part of stage 2 to submit a full proposal for activities focusing on capacity building, innovation and strategic action aimed at influencing policy.

Applications that are not selected for stage 2 will be rejected and will not be processed further. Applicants will be notified by 28 May 2020 at the latest that their application has been rejected or that they are being invited to submit full proposals.

### 3.2.2. Stage 2

In stage 2 the selected applicants elaborate their application into a full proposal. The invitation to submit a full proposal will include a supplementary model application form. Use of the form is mandatory. The invitation will also state the indicative maximum grant amount, based on the number of applicants selected, the grant amounts requested, the quality of the applicant's track record and concept note(s), the available funds and the need for a balanced distribution of those funds over the priority countries, goals and sub-goals.

The two to four applicants invited to submit full proposals for operational mine action activities in a number of priority countries will also be able to submit an application for operational mine action activities in one (1) non-priority country, to be chosen by the applicant from the States parties to the Ottawa Treaty and/or to the Oslo Convention, as it sees fit. These applications will be assessed according to the threshold criteria for stage 2, set out in section 5.1.2 and the substantive criteria in section 5.3. The invitation to submit a full proposal will also state the indicative grant amount that can be requested for activities in a non-priority country. This indicative amount will be calculated using an allocation key based on the grant amounts requested by the applicants that have been selected for stage 2. If an applicant does not take up the invitation, or if the quality of a proposal for a non-priority country is unsatisfactory, the reserved amount will be added to the sub-budget for contingency funding.

All full proposals received on time will be subjected to a check of the stage 2 threshold criteria in accordance with article 4, paragraph 1 of the Ministry of Foreign Affairs Grants Decree. These criteria concern the applicant's/lead party's ability to ensure adequate financial management and to guarantee effective and efficient implementation of the activities through experience and expertise in relation to the activities for which grant funding is sought.

The applicant must also demonstrate that it has and, in the case of a consortium, all co-applicants have adopted an integrity policy and that it has or they have introduced procedures to apply that policy, so as to prevent as much as possible any sexual misconduct and other serious forms of inappropriate behaviour towards employees and other individuals during the implementation of the proposed activities by the lead party, its co-applicants and other parties they involve in the activities, and in the event of such incidents, to investigate and take appropriate measures to put an end as promptly as possible to the misconduct or inappropriate behaviour and mitigate the consequences. These procedures must be structured in a way that guarantees prompt reporting of any such incidents to the Minister.

Both these requirements (capacity and integrity) will be assessed on the basis of an Organisational Risk and Integrity Assessment (ORIA) to be submitted by the applicant/lead party with the full proposal. (The ORIA form, like the model application form, will be sent with the invitation to submit a full proposal.)

Applications that are submitted by an organisation that does not satisfy both these requirements will be rejected and will not be assessed further.

Full programme proposals that satisfy the capacity and integrity requirements and the stage 2 threshold criteria will go on to a qualitative assessment on the basis of the criteria specified in section 5.3. To qualify for a grant under the Mine Action and Cluster Munitions Programme 2020-2024, the programme proposal must in any case be of sufficient quality.

If insufficient resources are available to award grants to all satisfactory applications concerning operational mine action activities, the applications that best meet the criteria specified in section 5.3 will be first to qualify for a grant until the available resources are exhausted, taking account of the need for a balanced distribution of the available funds over the priority countries, goals and sub-goals.

### **3.3. Deadlines for submission**

The following deadlines apply for submitting grant applications under the Mine Action and Cluster Munitions Programme 2020-2024.

#### Stage 1

Applications for Mine Action and Cluster Munitions Programme 2020-2024 grants can be submitted in one of the following funding rounds:

- a) grant applications for operational mine action activities in priority countries: from the time this Order enters into force up to 12:00.00 CEST on 4 May 2020;
- b) grant applications for activities focusing on capacity building, innovation and strategic action aimed at influencing policy: from the time this Order enters into force up to 12:00.00 CEST on 4 May 2020;
- c) grant applications for contingency funding in the context of operational mine action: from the time this Order enters into force up to 23:59.59 CEST on 31 August 2024.

#### Stage 2

Applicants invited to submit a full proposal can do so from 28 May 2020 (the date on which applicants will be invited to submit full proposals and a proposal for operational mine action activities in a non-priority country) up to 23:59.59 CEST on 24 July 2020.

Applications or full proposals that are received after the relevant deadline will be rejected and will not be processed further.

### **4. Formal application and submission requirements**

To be eligible for a Mine Action and Cluster Munitions Programme 2020-2024 grant, applications must meet the formal requirements below, subject to section 4:5 of the General Administrative Law Act.

#### **4.1. Instructions for drafting applications**

- Applications must be submitted using the mandatory forms provided for this purpose (see annexe 6A/6B to these administrative rules), which can be downloaded from [www.government.nl/topics/grant-programmes](http://www.government.nl/topics/grant-programmes). Applications may not exceed the maximum number of words stipulated on the form. Longer applications will not be processed. Applications must be accompanied by the compulsory appendices.
- Concept notes must be drawn up using the model form provided for this purpose (see annexe 7A/7B to these administrative rules) and appended to the application form. The track record must be drawn up using the model form provided for this purpose (see annexe 6A/6B). The budget template in annexe 7A/7B must be used to draw up a project budget.
- Applications concerning operational mine action activities should include a concept note, describing the envisaged activities in one specific priority country. Applications concerning activities focusing on capacity building, innovation and strategic action aimed at influencing policy should include a concept note, describing all the envisaged activities.
- A concept note must not exceed 2,500 words. Applications with longer concept notes will not be processed, and any appendices appended to the concept note will be disregarded in assessing the application.
- Applications must be formatted to A4 page size and use Verdana 9 (or a font of similar size), with single line spacing and normal margins (2.54 cm on all sides).
- In the application the applicant should specify the requested grant amount in euros, divided by outcome and by year.
- If some of the costs of implementing the activities will be covered by resources other than the requested grant, the application must explain how the availability of these resources will be guaranteed.
- The application and all accompanying annexes must be written in Dutch or English.
- All the information required for assessing the application must be included either in the application or in the accompanying annexes. In the latter case, the application must refer

specifically to the relevant annex, page number and paragraph where the information requested can be found. References to websites are not accepted.

#### **4.2. Instructions for submitting applications**

- Applications should be complete and without reservations, and signed by an officially authorised signatory. It is not possible to submit a provisional application.
- Applications submitted by a lead party on behalf of a consortium should include a declaration of intent, drawn up using the model in annexe 8 to these administrative rules and signed by all the consortium partners (lead party and co-applicant(s)), demonstrating their intention to jointly carry out the project for which grant funding is sought. In stage 2, proposals submitted by consortia must include a partnership agreement signed by all the organisations in the consortium (lead party and co-applicant(s)), which must in any case contain arrangements on the subjects referred to in section 5.1.
- Applications should be submitted by email in PDF format to DSH-HMAPROGRAM@minbuza.nl.<sup>16,17</sup> The email subject line should read: name of applicant\_title of the proposal.
- The relevant deadlines for applications can be found in section 3.3. The time when the email is received on the servers of the Ministry of Foreign Affairs will be considered the time of submission.
- Please note that the email server will reject files larger than 10MB. Larger files should be split up into smaller files that are sent in separate emails. In this case, the time when the last email is received will be considered the time the application is submitted. If an application is split into several files which are each sent separately by email, the emails must be numbered, with both the email number and the total number of emails clearly indicated in the subject line (e.g. 'email 1 of 5', 'email 2 of 5', etc.). Any technical issues relating to electronic submission are at the applicant's own cost and risk.
- Questions about the policy framework and application forms should be submitted by email to DSH-HMAPROGRAM@minbuza.nl before 23:59.59 CEST on 3 April 2020, after which the questions will be anonymised. Answers will be published on the website by 23:59.59 CEST on 16 April 2020 at the latest.
- With regard to the application procedure, particular attention is drawn to article 7, paragraph 3 of the Ministry of Foreign Affairs Grants Decree. If an incomplete application is submitted, the Minister may request a supplement. In this case, the date of receipt of the application will be the date on which the application was supplemented. If the application is submitted less than two weeks before the deadline of 12:00.00 CEST on 4 May 2020, the applicant runs the risk that, if it is incomplete, the Minister will not use her discretionary powers to request a supplement, because it can no longer be submitted before the deadline. In that case, the application would have to be assessed as it stands.

#### **4.3. Procedure prior to decision-making**

The assessment of applications is carried out at civil service level by an assessment committee consisting of at least two members of staff of the Ministry of Foreign Affairs and possibly one or more external consultants. The decision on the award of grants will be made no later than 28 August 2020.

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<sup>16</sup> WeTransfer or other digital data transfer systems may not be used for this purpose.

<sup>17</sup> Postal applications should be sent to: Ministry of Foreign Affairs, attn. Stabilisation and Humanitarian Aid Department, Postbus 20061, 2500 EB Den Haag, The Netherlands. If you wish to deliver your application personally or by courier, it may be handed in at the Ministry's mail desk (deliveries), Rijnstraat 8, 2515 XP The Hague. The time at which the application is received at the Ministry of Foreign Affairs will be considered the time of submission. An item is not considered received until it has been recorded by the Ministry's mail department. Incoming mail is not recorded in the evenings or at weekends.

## **5. Selection criteria**

### **5.1. Threshold criteria**

#### **5.1.1. Threshold criteria (stage 1)**

- D.1** The applicant is or, in the case of an application on behalf of a consortium, the lead party and co-applicants are a civil society organisation: a not-for-profit organisation, which possesses legal personality under civil law and serves a public interest, neither established by a public authority nor connected to a public authority either de facto or under its constitution, or which after its establishment by a public authority has become fully autonomous.
- D.2** In the 2015-2019 period, the applicant/consortium has had at least three years experience with implementing humanitarian mine action programmes with an average annual budget of at least €500,000 in the priority countries specified in annexe 1 to these administrative rules.
- D.3** The application must concern either operational mine action activities or activities focusing on capacity building, innovation and strategic action aimed at influencing policy.
- D.4** The activities for which a grant is requested must have a minimum duration of 36 months and a maximum duration of 48 months.
- D.5** The activities must start no earlier than 1 September 2020 and end no later than 31 August 2024.
- D.6** The application must not relate to:
- a) initiatives aimed entirely or partly at proselytism;
  - b) the funding of commercial services or commercial activities;
  - c) the organisation of conferences;
  - d) activities which already receive grant funding or a contribution directly from the Ministry of Foreign Affairs budget;
  - e) activities of local civil society organisations which already receive a contribution indirectly from the Ministry of Foreign Affairs budget;
  - f) activities of organisations already receiving core funding from the Ministry of Foreign Affairs budget during the period to which the application relates.
- D.7** In the case of an application on behalf of a consortium, a declaration of intent (drawn up using the format in annexe 8 to these administrative rules), signed by all the consortium partners (lead party and co-applicant(s)), must be included with the application to demonstrate their intention to jointly carry out the project for which grant funding is sought.
- D.8** **A.** The remuneration of individual management and board members of Dutch applicants, lead parties and co-applicants which are legal persons or institutions as referred to in section 1.3 of the Top Incomes (Standardisation) Act must, no later than the start of the period for which the grant is requested, comply with the maximum set by that Act.
- B.** From the start of the period for which a grant is requested, the maximum remuneration of individual managers and board members of other applicants, lead parties or co-applicants must be in reasonable proportion to the seniority of their position and to the organisation's geographical location, size and complexity.

#### *Specific criteria for grant applications for operational mine action activities in priority countries*

- D.9** The applicant/lead party has submitted at least two (2) and at most three (3) applications for activities in priority countries (see annexe 1 to these administrative rules) and every application is focused on one (1) priority country.

**D.10** The grant amount requested for each application/country is at least €2,000,000 but no more than €6,000,000.

**D.11** The activities for which grant funding is sought focus on:

- a) the general objective of Dutch humanitarian mine action policy, that is, to reduce the physical threat to human security; and
- b) for each country, at least three of the following five categories of activities:
  - 1) clearance (surveying, mapping, marking and clearing) of improvised or other mines, ERW, UXO, AXO and cluster munitions;
  - 2) destruction of stockpiled improvised or other mines, ERW, UXO, AXO and cluster munitions (including dismantling production and storage facilities);
  - 3) assistance to victims and their families, including rehabilitation, reintegration and psychosocial assistance;
  - 4) awareness-raising and education among local populations about the risks of improvised and other mines, ERW, UXO, AXO and cluster munitions;
  - 5) capacity building in support of local and/or national implementing parties related to the activities listed under points (1) to (4) above; and
- c) the country strategies set out in annexe 4 to these administrative rules.

*Specific criteria for activities focusing on capacity building, innovation and strategic action aimed at influencing policy*

**D.12** The total grant amount requested does not exceed €1,000,000.

**D.13** The activities for which grant funding is sought focus on:

- a) the general objective of Dutch humanitarian mine action policy, that is, to reduce the physical threat to human security; and
- b) At least three of the following five categories of activities:
  - 1) research projects and knowledge building that enhance the effectiveness and efficiency of the mine action sector;
  - 2) support for IT management processes in the interests of standardising and streamlining mine action activities;
  - 3) development of guidelines and manuals on safe and efficient mine clearance;
  - 4) drafting of strategic policy recommendations to help mine action authorities develop national strategies;
  - 5) technical and operational assistance, such as training courses and workshops, to enhance the effectiveness of national mine action authorities.

#### 5.1.2. Threshold criteria (stage 2)

**D.14** Applications by a consortium include a partnership agreement signed by all the consortium partners (lead party and co-applicants), which at a minimum specifies

- (i) how each of the consortium members will contribute to the partnership's activities,
- (ii) how decisions are made within it,
- (iii) how costs and risks are shared among the consortium members,
- (iv) how the applicant will ensure that it fulfils the obligations towards the Minister in respect of the grant, including responsibility for the joint aggregated reports (including IATI-compliant reports),
- (v) how consortium members will keep each other informed about, in particular, their financial health,
- (vi) how the partnership can be adapted, and
- (vii) how each of the consortium members is involved in monitoring and evaluating progress in the activities for which the grant is awarded.



- D.15** The applicant/lead party is capable of proper financial management and its expertise ensures effective and efficient implementation of the activities for which grant funding is sought.
- D.16** The applicant/lead party demonstrates that it and, in the case of a consortium, its co-applicants have adopted an integrity policy and introduced procedures to apply that policy so as to prevent as much as possible any sexual misconduct and other serious forms of inappropriate behaviour towards employees and other individuals during the implementation of the proposed activities by the applicant/lead party and co-applicants, and other parties they involve in the activities, and in the event of such incidents, to investigate and take appropriate measures to put an end as promptly as possible to the misconduct or inappropriate behaviour and mitigate the consequences. These procedures must be structured in a way that guarantees prompt reporting of any such incidents to the Minister.

*Specific criteria for grant applications for operational mine action activities in non-priority countries*

- D.17** The application focuses on activities in one country that is a State party to the Ottawa Treaty and/or Oslo Convention and that is not specified in the country list appended to these administrative rules (see annexe 1).
- D.18** The activities for which grant funding is sought focus on:
- a) the general objective of Dutch humanitarian mine action policy, that is, to reduce the physical threat to human security; and
  - b) for each country, at least three of the following five categories of activities:
    - 1) clearance (surveying, mapping, marking and clearing) of improvised or other mines, ERW, UXO, AXO and cluster munitions;
    - 2) destruction of stockpiled improvised or other mines, ERW, UXO, AXO and cluster munitions (including dismantling production and storage facilities);
    - 3) assistance to victims and their families, including rehabilitation, reintegration and psychosocial assistance;
    - 4) awareness-raising and education among local populations about the risks of improvised and other mines, ERW, UXO, AXO and cluster munitions;
    - 5) capacity building in support of local and/or national implementing parties related to the activities listed under points (1) to (4) above.

## **5.2. Substantive criteria – stage 1**

### **C.1** *Track record*

The track record of the applicant, or in the case of an application on behalf of a consortium, the track record of the consortium as a whole or of one or more of its members will be assessed on the basis of the following criteria:

- a) The total budget spent on mine action activities during the 2015-2019 period; and
- b) The percentage of the budget spent each year on gender-specific mine action activities.

*Specific criteria for grant applications for operational mine action activities in priority countries*

- c) The number of years that the applicant, or in the case of an application on behalf of a consortium, the consortium as a whole or one or more of its members has/have been active in mine action.

### **C.2** *Policy relevance*

The extent to which the activities for which the grant is requested contribute to the Minister's objectives in the area of humanitarian mine action. This is assessed on the basis of the following factors:

- a) The extent to which the proposed activities contribute to the creation of legitimate stability and sustainable peace in conflict-affected countries in general and in particular to mine action, in line with:
  - the Theory of Change on security and the rule of law (see annexe 2 to these administrative rules) and the corresponding results framework (see annexe 3 to these administrative rules); and
  - the Theory of Change of the Mine Action and Cluster Munitions Programme 2020-2024 policy framework (see annexe 5 to these administrative rules).
- b) The extent to which the proposed activities are gender-sensitive and contribute significantly to improving the position of women.
- c) The extent to which the proposed activities are relevant to marginalised and/or vulnerable groups and to these groups' protection.
- d) The extent to which the proposed activities are conflict-sensitive, that is, they do not exacerbate conflicts and tensions, make a positive contribution to social cohesion, and monitor and can respond flexibly to these impacts.
- e) The extent to which the proposed activities take account of the role that humanitarian mine action plays with regard to socioeconomic reconstruction.
- f) The extent to which the proposal is innovative, in a thematic sense, compared to activities previously carried out by the applicant/consortium, due to improvements to the intervention strategy used (enhancing the quality of the outcomes and the impact of the activities) or efficiency gains in programme implementation by means of cost reductions.

Applications concerning operational mine action activities are also assessed on the following additional factors:

- g) Relevance of the proposed intervention to the selected countries: the extent to which the proposed activities are in line with the objectives, set out in annexe 4 to these administrative rules, for each of the countries where they will be carried out and the way in which priority locations for implementation of the activities are chosen, for instance using a priority matrix.
- h) The extent to which the proposed intervention is complementary to and integrated into the target country's national mine action strategy (if available) and the country's broader development objectives as set by the national authorities.

### **C.3** *Planning, Monitoring and Evaluation system*

The adequacy of the Planning, Monitoring & Evaluation (PME) system used for monitoring progress and taking corrective action in terms of resources, activities, outputs, outcomes, assumptions and the underlying Theory of Change.

This assessment will specifically examine:

- Intended outcomes:
  - methodological consistency;
  - criteria for success.
- Intended outputs:
  - methodological consistency;
  - criteria for success.
- Assumptions: assessment of whether the links presupposed between the outputs and outcomes are sufficiently realistic;
- the extent to which the outcomes and outputs described are linked to, or have added value for, the results framework for security and the rule of law (see annexe 3 to these administrative rules).

### **C.4** *Budget*

The assessment of the budget focuses specifically on:

- the extent to which the proposal makes a clear and realistic connection between the planned activities, the resources needed, and the envisaged outputs and outcomes.
- the extent to which the organisation(s) themselves contribute to the proposed activities, using either their own resources or resources obtained from other donors.
- the extent to which local actors are involved.

### **5.3. Substantive criteria – stage 2**

#### **P.1 Contextual analysis**

The extent to which the proposal, in particular the problem definition and objective, is consistent with the outcomes of a valid, evidence-based analysis of the context in the countries on which the application focuses and the needs of the different target groups.

#### **P.2 Further elaboration of the application's policy relevance as described under C.2**

*Proposals for operational mine action activities in priority countries and proposals for activities focusing on capacity building, innovation and strategic action aimed at influencing policy:*

P.2.a: The extent to which the proposal further elaborates the activities' policy relevance as described under C.2.

*Proposals involving operational mine action activities in a non-priority country:*

P.2.b:

- a) The extent to which the proposed activities contribute to the creation of legitimate stability and sustainable peace in conflict-affected countries in general and in particular to mine action, in line with:
  - the Theory of Change on security and the rule of law (see annexe 2 to these administrative rules) and the corresponding results framework (see annexe 3 to these administrative rules); and
  - the Theory of Change of the Mine Action and Cluster Munitions Programme 2020-2024 policy framework (see annexe 5 to these administrative rules).
- b) The extent to which the proposed activities are gender-sensitive and contribute significantly to improving the position of women.
- c) The extent to which the proposed activities are relevant to marginalised and/or vulnerable groups and to these groups' protection.
- d) The extent to which the proposed activities are conflict-sensitive, that is, they do not exacerbate conflicts and tensions, make a positive contribution to social cohesion, and monitor and can respond flexibly to these impacts.
- e) The extent to which the proposal is innovative, in a thematic sense, compared to activities previously carried out by the applicant/consortium, due to improvements to the intervention strategy used (enhancing the quality of the outcomes and the impact of the activities) or efficiency gains in programme implementation by means of cost reductions.
- f) Relevance of the proposed intervention to the selected countries: the extent to which the proposed activities are in line with the objectives, set out in annexe 4 to these administrative rules, for each of the countries where they will be carried out and the way in which priority locations for implementation of the activities are chosen, for instance using a priority matrix.
- g) The extent to which the proposed intervention is complementary to and integrated into the target country's national mine action strategy (if available) and the country's broader development objectives as set by the national authorities.

**P.3** *Position and involvement of local partners in the proposal*

The extent to which:

- a) the proposed activities enhance the local partners' institutional capacity;
- b) the local partners influenced the development and content of the proposal;
- c) the local partners can exert effective influence over the way the proposed activities are managed; and
- d) the partners in the target countries will contribute financially and/or substantively to the activities and the intended results.

**P.4** *Position and involvement of the target group in the proposal*

The extent to which:

- a) the proposed activities enhance the target group's institutional capacity;
- b) the target group influenced the development and content of the proposal;
- c) the target group can exert effective influence over the way the proposed activities are managed;
- d) the target group will contribute financially or substantively to the activities and the intended results.

**P.5** *Details of envisaged outcomes, outputs, assumptions, activities and resources*

The extent to which the programme has a Theory of Change and results framework that provides a detailed description of outcomes, outputs, assumptions, proposed activities and resources, and establishes a clear link between the outputs to be achieved and the necessary resources, between outcomes and outputs, and between outcomes and impact.

**P.6** *Expression of envisaged outcomes, outputs and resources in SMART terms*

The extent to which the outcomes, outputs and resources have been formulated in SMART terms (Specific, Measurable, Acceptable, Realistic and Time-related).

**P.7** *PME system*

The extent to which a satisfactory system is in place for planning, monitoring and evaluation of results, and if necessary corrective action.

**P.8** *Sustainability*

The extent to which the proposal will

- a) produce a lasting effect for the ultimate target group, and
- b) contribute to the institutional sustainability of partners.

**P.9** *Risk management*

The extent to which (1) an adequate analysis has been made of the internal and external risks to the organisation, activities and results, (2) steps have been taken to mitigate those risks as much as possible, and (3) a satisfactory system is in place for monitoring and, (4) if necessary, corrective action.