

Answers to questions that were received before 2 November 2018.

Important: Please take note of the change of the track record criteria T.1-T.4. For further information please consider the amending act: <https://www.government.nl/documents/publications/2018/09/28/migration-and-development-grant>

THRESHOLD CRITERIA CONCERNING THE APPLICANT

Q: In the Migration and Development 2019-2022 Grant Policy Framework, Criterion T.2 indicates that the extent of the total activity portfolio is a factor for measuring the track record of organisations, while Criterion T.3 states that its experience with the (sub-)theme in the target country should be demonstrated. However, in Annex 1 (i.e. the application form and track record), only “relevant activities” are requested. Should the track record be provided for all activities undertaken within the target country during the specified time frame in order to fulfil criterion T.2 effectively?

A: By means of an amending act (see [link](#)) criteria T.1-T.4 in the Migration and Development 2019-2022 Grant Policy Framework have been changed. Criterion T.2 has been deleted and criteria T.3 and T.4 have been renumbered as criteria T.2 and T.3. Criterion T.2 now reads as follows: “The total extent (measured in euros spent) of the applicant’s/consortium members’ activities in the target country on the sub-theme for which a grant is being requested, in the context of reception in the region or cooperation in migration partnerships during the 2013-2018 period.”

Q: Annex 1 (i.e. the Track Record) must contain the applicant organisation’s annual reports. Should the annual reports be provided for the entire period 2013-2018, or should annual reports only be provided for the years in which relevant activities listed in the track record were implemented?

A: Annual reports only have to be provided for the years in which relevant activities listed in the track record were implemented.

Q: In order to fulfil the criteria specified under paragraph 5.4 in the Migration and Development 2019-2022 Grant Policy Framework (concerning the track record), a track record of activities and money spent in the target countries must be provided. Our annual reports are global and do not specify per country. If we send a document explaining which activities were carried out in Uganda and how they link to the themes indicated in the guidelines for this call, would that be sufficient?

A: By means of an amending act (see [link](#)) criteria T.1-T.4 as specified under paragraph 5.4 in the Migration and Development 2019-2022 Grant Policy Framework have been changed. As stated under the updated criteria, the applicant must prove that he/she has the relevant experience in the target country. The documentation handed in in order to fulfil the criteria concerning the track record must provide evidence that an applicant has relevant experience in implementing activities in the same (sub-)field on which the present proposal focuses. If the annual report asked for in Annex I Track Record does not show enough detail, attachments further explaining and providing the necessary details can be added.

Q: With regards to the Threshold Criteria, we are seeking clarification regarding Criterion D4. In order to meet this criterion, the application form requests annual accounts for the years in question in addition to a short description of the specified activity. Our organisation implemented projects and activities as part of a consortium. Therefore, deposits were not made directly to our accounts and are not reflected in our annual

accounts. What other evidence can be provided in order to satisfy this requirement? Would an official letter that certifies that we were an implementing partner and states the amount of the project suffice?

A: Such a letter may be handed in additional to the annual reports requested in the track record form. However, the track record form must nonetheless be completed, including a specification of the activities and the amount of money spent on those activities.

Q: In the document, 'Update to Q&A's Up to 17 October 2018', it is stated that "the term 'activities' refers to the concrete actions that shall be implemented in the course of the proposed project. The track record must therefore provide evidence that an organisation has the experience of implementing all activities for which it applies for funding." First, does this mean that a track record must be provided for any of the proposed activity? Second, in the concept note, only outcomes and outputs are requested, not specific activities. If this is correct, what kind of activities are we supposed to be providing a track record against?

A: The concept note must include a brief description of the activities for which a grant is requested. Of each activity, outcomes and outputs have to be specified. Also in the format for the threshold criteria, information about the proposed activities must be provided. The track record must provide evidence that the applicant/consortium fulfils the criteria under paragraph 5.4. By means of an amending act (see [link](#)) criteria T.1-T.4 in the Migration and Development 2019-2022 Grant Policy Framework have been changed. As stated under these criteria, the applicant must prove that he/she has the relevant experience in the target country. Therefore, activities that have been implemented in the target country concerning the (sub-) theme on which the proposed activities focus must be included in the track record. The track record must thereby provide evidence that an applicant has relevant experience in implementing activities in the same (sub-)field on which the present proposal focuses, and not necessary on the very same activity.

HOW

Q: Can the Government of the Netherlands please confirm that word counts in the required annexes are not included in the 2,500 word limit for concept notes?

A: Yes. Annex 2 (i.e. the concept note), under description, states the following: "indicate how the proposed outcomes and outputs connect to the indicators from the Result Framework on Migration and Development of the Ministry of Foreign Affairs of The Netherlands (Annex of maximum one page to the concept note)." This additional annex that must be attached to the concept note is excluded from the word limit of 2,500.

Q: Can the Government of the Netherlands please provide a link to the Ministry of Foreign Affairs Grants Decree, in English if possible?

A: The Ministry of Foreign Affairs Grants Decree can be accessed via [this link](#).

Q: Can you confirm that if the projects are submitted by email, there is no need to proceed with postal submissions?

A: It is correct that submission via email to DSH-BU@minbuza.nl is enough. For further information on the procedure, please see paragraph 4, article 4.7 and 4.8 in the Migration and Development 2019-2022 Grant Policy Framework.

Q: The application should include Annex D (i.e. Code of Conduct) and Annex E (Policy document regarding whistle blowers and integrity advisers). Could you please confirm that these annexes are necessary for all consortium partners (also including national partners) the first stage of the application (concerning the threshold check, track record and concept note)?

A: Yes. All consortium partners must provide a Code of Conduct and a Policy document regarding whistle blowers and integrity advisers in the first stage of the application.

Q: Is it correct that there is no obliged format for the concept note but that the applicant is free to choose a format as long as the concept note contains all requested information?

A: Yes, that is correct. Please make sure that the concept note indicates where the requested information can be found.

Q: Our organisation has been active in Iraq for approximately 13 years. We have calculated that our work in this country is above the €2 million threshold requirement. However, our organisation's annual accounts are not divided by country. We do have audited country accounts for our work in Iraq, which can substantiate the minimum spend, but these documents are separate to our organisation's total annual accounts. Is handing in the audited country accounts sufficient to meet the eligibility requirements?

A: Audited country accounts may be handed in additional to the annual reports requested in the track record form. Besides, the track record form must be completed, including a specification of the activities and the amount of money spent on those activities.

Q: Are there editable word versions of the Application Form, Threshold Check, and Concept note available for completion?

A: No. Unfortunately it is not possible to share editable documents. We kindly request you to hand in your application in a way that resembles the templates provided under the following link:

<https://www.government.nl/documents/publications/2018/09/28/migration-and-development-grant>

PROCESSING

Q: How many proposals concerning activities focussing on improving prospects for refugees and vulnerable host communities will be granted a subsidy under the Migration and Development 2019-2022 Grant Policy Framework?

A: A total amount of 20 million is available for activities focusing on improving prospects for refugees and vulnerable host communities. How many proposals receive funding in the end depends on how many applications fulfil the threshold criteria, on the quality of the concept notes of those applications that fulfil the threshold criteria, and on the total amounts of requested budgets. The quality of the applications is leading when deciding which applications to select. Besides, the minister takes into account an even distribution of resources among target countries and (sub-)themes. The distribution of resources among target countries and (sub-)themes, therefore, depends on the number of incoming applications, the number of applications passing the threshold check and the quality of the concept note, and on the total amounts of requested budgets. Therefore, at this moment it is not possible to give an indication of how many proposals concerning activities focusing on improving prospects for refugees and vulnerable host communities will be granted a subsidy.

COLLABORATION

Q: Can, within a consortium set-up, one of the non-profit entities subcontract aspects of the fieldwork to a for-profit organisation on the ground?

A: Yes. Grants for improving prospects for refugees and vulnerable host communities and for migration management are intended to be implemented by non-governmental organisations, businesses and/or knowledge institutions, see paragraph 3.1 and criterion D.1 in the Migration and Development 2019-2022 Grant Policy Framework. Other organisations may be hired for implementing certain parts of the activities. Please make clear in the application what the intended role of every organisation is. This is relevant as a number of criteria apply to co-applicants, so the

application must show they fulfil these criteria. An organisation however cannot make profit with the subsidy. See D.12 for details, as well as article 14 of the Ministry of Foreign Affairs Grant Decree.

Q: Our organisation X is registered legally in the UK. Our organisation X raises funds and manages contracts for projects that are implemented by our organisation's country offices. Our organisation's country office in Jordan is planning to apply as a co-applicant in a consortium. If the consortium will be successful in receiving funding from the Ministry, our organisation X would sign the partnership agreement with the lead-applicant, and the project will be implemented by our country office in Jordan. Would we have to list both organisation X and our Jordanian country office as co-applicants? Or can we just include organisation X as a co-applicant?

A: Whether or not both organisation X and its country office in Jordan must be listed as co-applicants depends on the legal relation between organisation X and its country office in Jordan, and on the role intended for these organisations. If organisation X and its country office in Jordan are part of *one* legal entity, only that entity can be part of a consortium. If organisation X and its country office in Jordan are two separate legal entities and they both want to and can be a member of the consortium, both must be listed as co-applicants. Furthermore, lead party and all co-applicants must sign a partnership agreement before applying for a grant, and submit this agreement together with the application. Please also take into account that some criteria apply to co-applicants as well, so the application must show that they fulfil these criteria.

Q: Can a quasi-governmental (partly funded by UNDP) organisation that is legally embedded in the Ethiopian ministry be a co-application in a consortium?

A: All members of a consortium must fulfil criterion D.4 which states that "The applicant (or in the case of a consortium: the lead party and each of the co-applicants) must be a non-governmental organisation, a business or a knowledge institution which does not qualify as a non-governmental organisation. Both lead party and co-applicants possess legal personality. A non-governmental organisation is defined as: a not-for-profit organisation, not established by a government body, which is a legal person under civil law. For the purposes of these administrative rules, organisations linked to a government body by their constitution or in practice may be considered non-governmental organisations." If this criterion and all its constituting elements (the civil law legal personality included) is not met, the organisation cannot qualify as co-applicant. The fact that an organisation receives funding of an UN-institution is not taken into account under the present Grant Policy Framework.

Q: Organisation X will apply for a grant for a project covering Jordan and Lebanon. In order to implement the project, we will work with two INGO. Organisation X will be accountable for the proposed programme and will implement the most of the project. Is it correct that this is classified as a partnership and not as a consortium?

A: It is up to the applicant whether or not to work with a consortium, depending of the intended roles and responsibilities of the parties. Other partnerships, not being a consortium on behalf of which the grant is applied for, are also possible. Paragraph 3 in the Migration and Development 2019-2022 Grant Policy Framework states the following: "Applicants may form a partnership and cooperate with other not-for-profit organisations, local government organisations or for-profit businesses to implement parts or all of the activities. Such partnerships or cooperation's are not consortiums in the sense referred to above, but partnerships with local organisations, for instance, which implement certain parts of the activities at local level."

WHAT

Q: Our organisation helps refugees that mostly come from Syria, Iraq and Afghanistan, but is located in Greece. Our project fits the purposes of the Migration and Development 2019-2022 Grant and does improve prospects of

refugees from Iraq, but is not located in Iraq. Is our organisation eligible for a grant under the Migration and Development 2019-2022 Grant Policy Framework?

A: Only activities that are implemented *in* the target country as listed under criterion D.6 in the Migration and Development 2019-2022 Grant Policy Framework are eligible for funding. Criterion D. 2 concerning physical presence of the applicant in the target country does not apply for activities in Iraq. If your organisation applies for funding for activities implemented *in* Iraq, then it is eligible for funding, if all other criteria are also met.

Q: Criterion D.12 states that “funding of) commercial services, investments or commercial activities” is not eligible for funding. Part of our planned activities are to give small grants to beneficiaries in order to establish a new business, and to contribute to existing SMEs loans. The loan is given without interest and our organisation will not make any profit. Are those activities considered as commercial service?

A: These activities are not considered as commercial services. Criterion D.12 refers to the fact that grants are not awarded for making profits (see also article 14 of the Ministry of Foreign Affairs Grant Decree).

Q: The Migration and Development 2019-2022 Grant Policy Framework states that, in the context of Iraq, activities should be directed at IDPs and/or refugees. However, in the supporting documents, including the Result Framework, reference is mainly given to targeting refugees and host communities. In the context of Iraq, should activities target only IDP and refugees or also host communities?

A: The clear focus on the proposed activities must lie on IDP’s and/or refugees. As long as that requirement is fulfilled, also host communities may benefit from the activities.

Q: The Migration and Development 2019-2022 Grant Policy Framework states that, in the context of Iraq, activities should focus on theme I b and/or c , theme II a and theme III a and/or c. The provision of vocational trainings would thus, in our understanding, fall under theme III b. However, the result framework (Annex i) indicates “Increased quality education and vocational training for refugees and host communities” under outcome 1.2b. We would like to clarify why this outcome would fall under the second theme, if the delivery of vocational trainings are indicated under theme III. If we consider “access to vocational training for refugees and IDPs” an indicator under our proposed action, it would, as per our understanding, fall under theme III. Could you clarify the relation between sub-theme III and outcome 1.2.b with regard to vocation trainings?

A: Vocational training can be considered as both regular education as well as professional education. In case it is convincingly argued that vocational training helps promoting economic development and work opportunities for refugees and IDP’s, providing vocation education can be considered as falling under thematic requirement III.

Q: In the document ‘Q&As up to 11 October’, it has been stated that ‘education’ entails childhood development as well as vocational training. Does this mean that activities focussing on “extending and improving vocational training” in Ethiopia are eligible for funding? What is the exact difference between vocational training provision, described under D7b IIIa in comparison with IIIb (as the latter is not being allowed for Ethiopia)?

A: Both sub-thematic focuses IIIa and IIIb are listed as thematic requirements for Ethiopia, see criterion D.7.c. Vocational trainings can be considered as regular education and as professional education. In case it is convincingly argued that vocational training helps promoting economic development and work opportunities, providing vocation education can be considered as falling under thematic requirement III.

Q: Is our organisation free to choose additional indicators other than the ones suggested in the result framework (Annex i) to make sure they are tailored specifically to the proposed activities?

A: If the outcomes and outputs/indicators are related to the results framework (annex i) additional indicators are allowed.

COCA

Q: In order to be eligible for funding under the Migration and Development 2019-2022 Grant Policy Framework our organisation must have a COCA for which we can apply at the Dutch Ministry of Foreign Affairs. Which file do we need to fill in in order to apply for a COCA? To whom should we address our applicant to? And, once we have applied, when can we expect to receive the COCA?

A: Information about the organisational capacity check will be given in phase 2 of the selection process, see par. 3.3 of the grant policy rules for Migration & Development 2019-2022.

FINANCING

Q: In the concept note (Annex 2) it is stated that the budget must be specified per outcome and per year. Does that mean that the budget must be broken down by each outcome that the applicant specified? Or does each sub-theme constitutes an outcome?

A: The instruction under 2.3.1 in the concept note (Annex 2) indeed asks the applicant to break down the budget per outcome that the applicant specified. Sub-themes are not identical with outcomes. With regard to interventions, outcomes are results in the sphere of influence affected by other factors as well. (In contrast, outputs are results that can be directly controlled.)

Q: Is there a threshold for support costs?

A: No. Threshold criterion D.11 has been removed through an amending act (see [link](#)). However, grants are awarded solely to cover costs of the planned activities that are necessary in the light of the objectives and results envisaged, in so far as it cannot reasonably be expected that such costs can be funded from the applicant's own resources or other sources (article 14 Ministry of Foreign Affairs Grant Decree). So this will be assessed. For further information, please consider annex ii on the overhead costs.