

Answers to questions that were received up to 5 February 2019. Please note that only questions that were received before 13 February 2019.

Q&A'S CONCERNING THE FULL PROPOSAL

Q: Section 2.2 of the Application Template Full Proposal, referring to risk management, states the following: "Furthermore, if applicable, please elaborate on the extent to which the necessary means that are complimentary to the requested grant and that are needed in order to execute the activities in question, are warranted." Could you clarify how this relates to risk management?

A: In case the grant requested under the Migration and Development 2019-2022 Grant Policy Framework does not cover the entire budget necessary for implementing the proposed intervention, the applicant must show how it is ensured that financing of the proposed intervention is guaranteed. As a lack of financing forms a risk for the implementation of the proposed intervention, eventual additional means in order to finance the proposed intervention must be warranted.

Q: The results framework template requires that project outputs are linked to specific outcomes. As approved in our concept note (and annexed results framework), our proposed intervention is one in which all of our outputs, taken together, contribute to three outcomes of the M&O Framework and their relevant indicators. Our theory of change takes a holistic approach to addressing these outcomes with a number of inter-related outputs. It is therefore difficult to disaggregate the outputs over these different outcomes, both in terms of the M&O template as well as for the budget, broken down by outcome.

Is it acceptable to amend slightly the template so as to list all the outcomes at the top, followed by the list of outputs? We would ensure that this theory of change is adequately explained in the main application section.

A: Unfortunately it is not allowed to change the template for the results framework. You can, however, by cross-referencing various outcomes and outputs, explain the interconnection of various outcomes and outputs.

Q: In addition to the above question, we would like to know whether it is acceptable, when disaggregating budget by outcome, to apply a weighting for how much each output will approximately lead to each outcome?

A: The budget must be provided in line with the requirements as set out in the Application Template Full Proposal. Unfortunately it is not allowed to apply a weighing per outcome. The budget must be specified per outcome and per year, and per output and per year, as requested in the Application Template Full Proposal.

Q: In section 4.1.3 of the ORIA, what is meant by 4.1.3, "Describe the public support base of the organisation and its relevance?"

A: The applicant organisation should provide an analysis of the environment in which it operates by paying specific attention to the extent to which it is supported by local authorities and the local population.

Q: Section 3.2.3 of the ORIA requests the following: "Describe the staff composition (quantity and qualifications) and its performance in key functions of the organisation, both in the present situation and in relation to its future activities." In addition to an organization organogram, what additional detail is required in order to sufficiently meet this criterion?

A: If your organogram shows the required information on staff-composition and its performance in key functions of the organisation, then no additional detail is required.

Q: Section 4.1.1 of the ORIA requests the following: "What is the impact of external factors on the performance and operations of the organisation?" Could you please clarify what is being requested in this section? Is it simply a narrative regarding broad factors that have/will have an impact on the organization? Should this be specific to the area in which we are proposing our intervention or across all of our operational environments?

A: The applicant organisation should prove that it has knowledge of external risks that might influence the applicant organisation's quality of work, as well as its mode of operating. Besides

describing these risks, the applicant organisation should also describe the risk management measures.

Q: The Application Template Full Proposal states the following: "Please motivate how the proposed intervention relates to the UN Global Compact on Refugees and the UN Global Compact for Migration, as referred to under criterion I.1 under the selection criteria." In the Migration and Development 2019-2022 Grant Policy Framework, however, criterion I.1 pertains to the Netherlands policy on migration and development, whereas criterion I.2, sub-criteria h. refers to the global compact, stating, "The extent to which the activities align with the UN Global Compact on Refugees and the UN Global Compact for Migration (2018), and the extent to which the activities support the target countries in applying these Compacts." Could you clarify whether under 2.4 in the Application Template Full Proposal applicants are required to elaborate on how the proposed intervention relates to the UN compacts, or how it relates to the o the Netherlands policy on migration and development?

A: The text under 2.4 in the Application Template Full Proposal should in fact refer to criterion I.2 under par. 5.3 in the Migration & Development 200-2022 Grant Policy Framework. It should thus read: "Please motivate how the proposed intervention relates to the UN Global Compact on Refugees and the UN Global Compact for Migration, as referred to under criterion I.2 under the selection criteria." Therefore, under 2.4 in the Application Template Full Proposal, the applicant should elaborate on how the proposed intervention relates to the UN compacts.

Q: The Application Template Full Proposal requests the following: "Please describe the nature and scale of the intended effects in proportion to the size of the target group." Could you please clarify what exactly should be elaborated upon in this section?

A: Applicants should describe the intended effects of the proposed intervention on the target group. Besides, it should discuss the impact of their intervention with regard to the total size of their target group (i.e.: which percentage of the target group should be reached with the proposed intervention).

Q: Following the instructions in the application template for the full proposal, it's our understanding that we're neither asked to describe the provisioned personnel for the implementation of the proposed project, nor asked to provide CVs or short bios as annexes, is that correct?

A: Yes, that is correct.

Q: Our organisation does have a positively assessed COCA. According to the Checklist Requirements art. 4 par.1, of the Ministry of Foreign Affairs Grant Decree we have to submit the ORIA update form together with the full proposal. In the pre-proposal we already submitted the additional documents as mentioned in Part A of the ORIA integrity update form. Do we have to send them again with the full proposal?

A: The *ORIA integrity update form* does not need to be submitted again. However, if you do not have submitted the *ORIA update form*, you do need to submit that now. If one or more answers in this form are answered with a 'yes', the corresponding parts of the Organisational Risk and Integrity Assessment (ORIA) form need to be amended and submitted together with the full proposal and the ORIA update form. If you already have submitted an ORIA update form, and, if applicable, a partially completed ORIA form, please clearly indicate that you have already sent those documents and provide the exact name of the file(s) you submitted with the concept note.

Q: Is subcontracting permitted?

A: Yes, subcontracting is permitted as stated under par. 3.1 in the Migration and Development 2019-2022 Grant Policy framework: "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 cooperations 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."

Q: In the original call for proposals, the Ministry mentions that the budget should be an annual average of no less than €500,000 and no more than €2 million for improving

prospects for refugees and vulnerable host communities. Could you please specify whether the annual average refers to the fiscal or the calendar year?

A: The annual average should refer to the calendar year.

Q: Can we exclude the cover page and table of contents from the calculation of the 20 pages (e.g. have 22 pages including one cover page and one page for table of contents)?

A: Yes, this is permitted.

Q: When writing the full proposal, are we allowed to write it in Calibri, letter size 10, single spaced?

A: There are no specific requirements with regard to the letter type and size, and line-spacing. Please ensure that the full proposal is written in a reader-friendly way with regard to the letter size and the letter type.