

Call for Proposals 133-501 Deepening Decentralisation and Non State Actors Lesotho

Frequently Asked Questions

1	What happens in case of losses or gains due to exchange rates?	As per Art. 17.3 of the General Conditions applicable to European Union-financed grant contracts for external actions, <i>"the Beneficiary accepts that the grant can under no circumstances result in a profit for itself and that it must be limited to the amount required to balance income and expenditure for the Action"</i> . The contract is denominated in euros. Currency conversion into EURO are done according to well-defined rules (see Article 15.8 of the General Conditions applicable to European Union financed grant external contracts) Possible losses or gains due to exchange rates are not taken into consideration.
2	How do partnerships work?	It is entirely up to the lead applicant and their partners to decide which role they will play in the action. Applicant's partners do participate in designing and implementing the action. The costs they incur are eligible the same way as the costs incurred by the grant beneficiary. They must satisfy the same eligibility criteria as applicable on the grant beneficiary himself.
3	Is an organisation supposed to have a project worth LSL2,000,000.00?	The applicant decides on the overall budget of the proposal. However, the grant requested under this call for proposals must fall between the following minimum and maximum amounts: Minimum amount: EUR 200,000 Maximum amount: EUR 1,500,000 Furthermore, the minimum amount of the proposed grant must exceed 50% of the total eligible costs of the action, while the maximum amount of the proposed grant shall not exceed 90% of the total eligible costs of the action.
4	How much does an organisation have to have in their account in order to qualify?	The EU does not evaluate as such the cash flow of the organisation. Emphasis is given to the financial management capacity as well as project management experience, as per the evaluation grid financial and operational capacity, page 19 of the Guidelines for grant applicants.
5	Can we have clarity on co-financing?	Co-financing means that the grant beneficiary has to co-finance part of the cost of an action. Under this call for proposals, any grant requested must fall between the minimum and maximum percentages of total eligible costs of the action, which are minimum 50% and maximum 90% of the total eligible costs of the action (see above). This means that the applicant has to finance at least 10% of the project costs. At the end of the project, a maximum of 90% of eligible cost will be covered by the EU, as per the contract.
6	Do applicants get coached through the stages of the call for proposals by EU/through the	There are no coaching lessons however information sessions are provided in all the ten districts.

	application process?	
7	Are there any fees payable when registering in PADOR?	No, registration in PADOR is free of charge.
8	Can we apply with the smaller NGOs that do not have the PADOR as our partners? Or there is a need for PADOR on every partner even if not a main partner?	See Guidelines for applicants, at concept note stage, registration in PADOR is not compulsory. But if the concept note is preselected, then all partners need to register prior to the submission of the full proposal.
9	Can construction actions be eligible for grants?	<p>Construction actions are only eligible in case they are an integral part of activities that serve the objectives of this call for proposals as indicated in the guidelines. It should be noted that at least two of the following three result/priority areas should be covered by the proposal:</p> <p>Priority area 1: Developing the organisational and institutional capacity of local NSAs to engage effectively in shaping the local development agenda and holding community and district councils accountable.</p> <p>Priority area 2: Increasing collaboration between NSAs, councils and private sector in delivering social services, combating HIV/AIDS and implementing sustainable local economic activities.</p> <p>Priority area 3: Increasing the capacity of national level NSAs to deliver services to and advocate on behalf of their rural constituents.</p>
10	Are there any other proofs of evidence of the legalisation of an NGO, required for this call?	The applicants must be legal entities, ie constituted in accordance with the legislation in force in the country concerned. See detailed rules page 7 of the Guidelines for Grant Applicants.
11	Should sub-grantees be also registered by law?	Subcontractors are neither partners nor associates and are subject to the procurement rules set out in Annex IV to the standard grant contract, published together with the guidelines.
12	If awarded the contract, which bank account do we use?	A dedicated bank account, preferably for the exclusive purpose of the grant, will need to be opened.

13	A federation that is registered in Maseru but found in districts, how do we respond to this call for proposal?	A federation can be either an applicant or an associate or even a sub-grantee depending on its capacity and eligibility as per the guidelines to the grant applicants.
14	Is registration under PADOR compulsory?	Registration under PADOR is compulsory for the main applicant, as indicated in the Guidelines for Grant Applicants. At concept note stage, the registration for partners is not compulsory, but registration must be done prior the submission of the full proposal.
15	Do I need to register in PADOR for each Call for Proposals?	No, once registered in PADOR, there is no need to register again; only updates need to be registered (such as change of bank account, address etc).
16	Is there a PADOR helpdesk to recover a PADOR number if lost?	Yes: europaaid-pador@ec.europa.eu For questions related to PADOR, please find here the link to the Frequently Asked Questions for PADOR: http://ec.europa.eu/europaaid/work/onlineservices/pador/documents/faq_pador_en.pdf
17	How do you treat NGOS that have dual nationality, ie international NGOs that have a branch in Lesotho?	It is important to define clearly the applicant and its origin in the legal entity form. A "branch" organisation must satisfy the requirements of a non profit making organisation constituted in accordance with the legislation in force in Lesotho as per 2.1.1 of the Guidelines. Furthermore, this NGO should operate from Lesotho and its registration in Lesotho should not be merely for administrative convenience.
18	Does the electronic format of the application need to be scanned so as to have the signature on the electronic format also?	No, this is not required by the Guidelines; the electronic format is used as a working document for later stages.
19	Can we write a proposal with several components and then the EC choose which component it will finance?	No, the applicant should indicate clearly in its application, what actions and set of activities are proposed for granting.
20	I am wondering if an NGO, which is a registered association under the laws of Lesotho, and has an affiliate in the USA, would be eligible to apply for the Call for Proposals?	To be eligible for a grant under this call for proposal, applicants must be legal persons, non profit making, and national of a Member State of the European Union or the partner country in which the action will take place. Moreover, Non State Actors organizations must have been constituted in accordance with the legislation in force in the country concerned.
20	How formal should the NSAs be (i.e registered)? Does HIV/AIDS Support Groups fit into the criteria of NSA?	To be eligible for a grant under this call for proposal, applicants must be legal persons, non profit making, and national of a Member State of the European Union or the partner country in which the action will take place. Moreover, Non State Actors organisations

		must have been constituted in accordance with the legislation in force in the country concerned In Lesotho, NGOs have to be registered under the Society Act.
21	Can SACL groups (i.e. current or graduated groups) be considered as NSAs at community level?	As above
22	Does local government include Agricultural Resource Centres?	As above
23	It is not obligatory to have Partners registered with PADOR during concept note stage. What if the partner fails to register in PADOR in the full proposal stage? Can the lead NSA identify another relevant partner with PADOR registration or will this fail the proposal?	It is the responsibility of the Applicant and the partners to register under PADOR. It is not possible to change partner at a later stage.
24	Is there a limit on a number of partners lead NSA can have (e.g. is 10 partners not too much)?	There is no limit in the guidelines. The Applicant, who will be responsible for the management of the contract has the responsibility to assess the feasibility of the proposed partnerships.
25	Key indicator bullet 2 of priority area 3 – does the NSAs have to benefit from both at service delivery and advocacy or either of these?	The indicators are mentioned for helping the applicants to define indicators in the proposal, they are not binding.
26	This is to request further clarification on the eligibility criteria for the above referenced call for proposal 133501. Please advise whether or not the UN Capital Development Fund (category: IO) is eligible to apply. The action would be a joint programme with UNDP on Deepening Decentralization in Lesotho.	"Point 2.1.1 Eligibility of applicants, who may apply" of the Guidelines (in attachment for easy reference) indicate clearly what are the eligibility criteria. Applicants must be legal persons, non profit making and non state actors constituted in accordance with the legislation in force in the country concerned. The UN agencies are not considered non state actors Please refer to the guidelines for details.
27	Is it acceptable that an organisation can submit an independent proposal while on the other hand is a partner in another proposal submitted by a different organisation? Can a single proposal cover two	Yes, see page 11 of the Guidelines for Grant Applicants "Number of applications and grants per applicant". Proposed activities must target at least two of the three

<p>or more priority areas or we are limited to address a single priority area in one proposal?</p>	<p>result/priority areas. See point 2.1.3 Eligible actions of the Guidelines for Grant Applicants</p>
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