

Q&A INGO Call for Proposals 2021

This document includes questions the MFA of Finland received within the given deadline (16.15 HRS (UTC/GMT +2) on Monday 1 March 2021 and answers to these questions. The MFA received an unprecedented number of questions. Therefore, identical questions have been merged. The questions are grouped according to the themes the questions relate to. Hence, if your organization has sent several questions, it might be possible that the questions are not in consecutive order but divided under different headings. Questions have also been edited for ease of reading purposes and to take out information, which might identify the organization or the project.

Due to the sheer volume of questions, the MFA is unable to respond to all questions in detail.

The MFA wants to highlight that all applications that have met the minimum requirements will be evaluated and assessed according to the criteria described in the Call for Proposals. Special consideration will be given to the overall quality of the proposals as well as which proposals are considered an optimal channel for promoting Finland's development policy objectives. We are therefore generally not able to comment here on the prioritization and eligibility of specific projects and activities before reviewing the application as a whole.

The INGO support is a discretionary government transfer by the Ministry. The final decision of funding is taken by the Minister for Development Cooperation and Foreign Trade and it is based on the overall assessment and screening process.

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1. Minimum requirements; governing structures

- Q1 One of the eligibility requirements for the INGO is to have “at least three different nationalities represented in its governing structures”. What is understood under “governing structures”. For example, could any decision-making entity of the INGO (NGO representative in country office, HQ department manager, etc.) be considered as such?
- Q2 What is your definition of governing structure? We have a governing structure consisting of a Management Team, Board and Supervisory Board. Should we look at the highest level of our governing structure? In our case would the Board and Supervisory Board together be our governing structure in your definition?
- Q3 The INGO must have a least three different nationalities represented in its governing structures. As an organization, we are diverse with staff from several different countries, however, our board is made up of mostly [nationality] nationals. Given this, would we still be able to apply for this fund?
- Q4 At a global level [our organization] meets all the requirements except having at least three nationalities in our governing structures (our board). Would we be eligible if

we submitted an application from one of our offices, which meet all the requirements you have listed to be defined as an INGO?

- Q5 [Organization] has a Board composed by [nationality] members. However, there is two national offices representing [the organization] in [country] and in [country], which are responsible for the implementation of regional strategies in [region] and [country]. These two regional offices are managed by two directors, one is [nationality] and the other [nationality], who are involved in strategic decisions at [the organization] level. Could these two nationalities be counted in governing structures of [the organization], according to the Ministry definition?
- Q6 It is stated that the INGO has to have at least three different nationalities represented in its governing structures. Are the governing structures limited to the board members of the organisation or does the CEO/ director of an INGO count as part of the governing structures?
- Q7 Is the requirement for at least three nationalities represented in an organisation's governing structures (e.g. on the Board of Trustees) limited to the applicant office only or could it include the wider [organization's] governing structures (including Board of Trustees in other countries where we have branch offices), as we are working in multiple countries and would consider the governance to be represented by more than three nationalities across these countries?
- Q8 What are considered as "governing structures" of an INGO? Are Project Directors and Advisory Committees considered as part of the governing structures?
- Q9 If an organization has three different nationalities represented in its Board of Directors, does that meet the eligibility criteria of "at least three different nationalities represented in its governing structures"? If not, can you please clarify to what "governing structures" this eligibility criteria is referring (does governing structure refer to an organization's Board of Directors or Executive/Leadership Team?).
- Q10 Regarding the at least three different nationalities represented in governing structures, does this refer to an individual's country of origin or current citizenship?
- Q11 How do you define nationalities (passport-holders?), and would you consider senior management as part of the governing structure, or is this criterion specific to members of the Board of Directors?
- Q12 Our organisation is formally registered in a country in the Global North, with a board that has less than three different nationalities. We are however the international secretariat of a Global Network of more than 200 organisations in more than 40 countries. The Articles of our organisation also say that "organisations worldwide can affiliate with the organisation within its global Network. All matters concerning the manner of such affiliation, the manner in which such affiliation is terminated, the conduct of activities, and consultation between the affiliated

organisations within the global Network structure shall be regulated in a separate set of detailed regulations, with the affiliated organisations having been consulted". The structure, including detailed regulations and decision making processes and guidelines, of the global Network are laid down in a model approved by the partners of the global Network. The global Network has an elected Strategy Board as its highest governing structure with more than three different nationalities. Is our organisation eligible under this call for proposals?

- Q13 It is stated that an INGO has to have at least three different nationalities represented in its governing structures. What is meant by the "governing structures"? Does it refer only to senior management bodies, such as board of trustees, executive committee or supervisory board based at organisation's headquarters; or are also management members based at local offices in developing countries (e.g. directors of these offices) included in the term?
- Q14 Our organisation has a multi-level governance model. Please provide more information on you definition of 'governing structures'?
- Q15 What is meant by the eligibility criteria for 'at least three different nationalities represented in its governing structures'? Does English, Scottish, Irish and Welsh count as different nationalities? Would the fact that our governing body membership, which contains organisations, which are international agencies count? We also have [country X based organizations that are] affiliated to an international network, would they count?
- Q16 [Organization's name] as a global organisation has an international board that is composed of people with different backgrounds, covering more than 3 nationalities. [National organization's name] as a national chapter, is an affiliate to the global organisation and seeks to apply for the project funding and has a national board, primarily composed of people with one nationality. Is the international board and its composition accepted as the 'highest governing body' of the organisation? Additionally, the consortium also has a governance structure for the programme, which includes representatives of all organisations in the different countries. Can this international representation also be considered in the eligibility?
- Q17 If forming consortia is allowed, would a combined governance structure of the consortium - with at least 3 different nationalities - qualify to the following eligibility criterion: "at least three different nationalities represented in its governing structures"?
- Q18 The INGO has to have at least three different nationalities represented in its governing structures. Does that mean on an individual (i.e., managers in the organisations/Board members have different nationalities) or organisational level (e.g., local offices in different countries or member organisations with local presence in different countries)?

A1 According to DAC statistical reporting purposes, an NGO would be classified as international when there is an international coordinating body facilitating the work of its members on the international level. The MFA of Finland requires at least three different nationalities represented in the INGO's highest governing structure, such as board, executive committee or equivalent.

Therefore, it is not enough to have at least three different nationalities represented across the organisation, but the three different nationalities need to be represented in the highest governing structure.

In the case of a consortium, a fund will be granted to an INGO, not a consortium of (I)NGOs. The applicant INGO is fully responsible for the use of the grant. It is required that the INGO receiving the grant fulfills the minimum requirements. Therefore, the applying INGO needs to have three nationalities represented in its highest governing structure. Please also see answers in section 5.

The decision of all applicants' eligibility will be done as part of the overall assessment process of the applications.

Q19 Could you please provide a definition on what an INGO is? We are possibly looking to work with an NGO based in the Global South. They deliver programmes across multiple countries in Africa, would they be classed as an INGO under your definition?

A2 In order to be eligible for support the INGO and its proposal have to meet the following Minimum Requirements. The INGO has to have: at least three different nationalities represented in its governing structures, operations in more than two countries, been registered and/or legally competent for at least two years and funding from at least one other source. Partner organizations do not necessarily have to be INGOs. Please also see answers in section 5.

Q20 Does an applicant organization need to have at least three different nationalities represented in its governing structures the moment of submitting the application or can this requirement be fulfilled in a short period afterwards (i.e. 2 months)?

A3 According to [the Administrative Procedure Act \(434/2003\)](#) the applicant has the right to supplement its application. During this Call for Proposals, the application and its attachments must be received by the Ministry no later than 16.15 HRS (Finnish time, UTC/GMT +2) on Friday 26 March 2021. According to the Administrative Procedure Act (434/2003) the applicant can supplement its application even after the given deadline, but in that case the applicant bears the risk that this supplement will perhaps not be taken into account as part of the decision making process. If the applicant is going to supplement the application after the deadline of the Call (16.15 HRS UTC/GMT +2 Friday 26 March 2021) it is requested that the applicant explains this in the application and the reasons behind it.

2. Minimum requirements; operations in more than two countries

- Q21 The INGO has to meet the following Minimum Requirement: "operations in more than two countries" What is your definition of operations? If an organization carries out projects together with local civil society partners in three or more countries for 3 years or longer in a row, would this qualify as 'operations in more than two countries'?
- Q22 In regard to the criteria "The INGO has to have operations in more than 2 countries": How are you defining "operations"? We have personnel in more than 8 countries, but our direct beneficiaries are in two countries. We are not sure if we meet this criteria.
- Q23 Part of the minimum requirements for eligibility includes having operations in more than two countries. Could you clarify whether proposed projects will only be considered if they are implemented in one of countries in which an organisation has operations? Is it possible to seek funding for a project that is not in a country the organisation directly oversees operations in?
- Q24 We have a question regarding the eligibility of our organisation which is registered in [country], functioning as the umbrella organisation for a network of CSOs across [the continent]. Many of these CSOs would be part of the planned projects as implementing partners for activities in the respective countries. Would this fulfill the eligibility requirement of having operations in more than 2 countries?
- Q25 In the case of a consortium applying for project funding, does "operations in more than two countries" require the INGO to have registered offices in more than two countries or is it sufficient that the INGO is implementing programmes in more than two countries?
- Q26 Should the proposal conduct activities in 3 or more countries?
- Q27 Would having workshops in neighboring countries where we have operations (country X, Y etc.) constitute as work in more than two countries? In other words, is an application eligible in which all beneficiaries are within one country (e.g., country Z) but there is operations in more than 2 countries in order to complete the work.
- Q28 For the criterion "operations in more than two countries": Does this require incorporation/registration in two countries OR is it satisfied by project work and/or consultants in more than two countries?
- Q29 Among the minimum requirements for core funding, it is mentioned that the INGO has to have "operations in more than two countries". Kindly clarify what is meant by "operations"? Is having registered offices (physical presence) in more than two countries a requirement? Or does running projects in several countries through consultants hiring and management suffice to meet the criteria?

- Q30 Can an INGO operate in one country or does it need to be international?
- Q31 How would you define operations? Our program focuses on 5 countries as well as regional networks, and we have investigators (both staff members and consultants) based throughout the region, as well as policy specialists who lead our advocacy efforts locally and in four cities.
- Q32 Can you please further define what qualifies as "operations in more than two countries," for example, could that include an INGO having implementing partners in various locations?
- Q33 My question is about the eligibility criteria as regards operations in two or more countries. Our organization has offices in North America and in [country X], with primary programming occurring in [country X] and some advocacy activities in the [country Y], where we are registered as a nonprofit organization. While our primary programming is in [country X] only, the project we are considering submitting in response to this call includes robust technical assistance provision and implementation support (on site and at a distance) to two or more partner organizations in Africa and possibly other regions to adapt and implement a tested methodology created in [country X]. Would a project that includes scaling a new methodology to other regions through technical assistance programming and implementation support meet your criteria?
- Q34 Does the requirement for "operations in more than two countries" refer to a physical presence? For example, would this include an organisation which is based in one country but which has an international focus and is engaged in work with partners in multiple countries?
- Q35 Is there a maximum number of countries that an organisation can apply for under one proposal i.e multi-country proposal?
- Q36 Please define operations. Do you need to be registered in the country? Do you need to have a physical presence in the country? Or are partners and/or contractors and/or activities in a country sufficient?
- Q37 Can there be one primary country with two smaller initiatives in other countries? Do all countries need to be places where the applicant is currently engaged? Can some of the countries included in the proposal be new, pilot initiatives or expansions?
- Q38 Does the INGO need to be registered in the country of the project and also have an office located in the country?
- Q39 The call specifies funding in over 2 countries, would it be correct to interpret this as a minimum of 3 countries?

Q40 Can two sister organizations with a physical presence in different countries apply jointly to this call, whether for core or project funding?

Q41 We are registered in [country] and have recently opened an office in [another country]. We also run [fellowships] and have significant projects with Team based in [two countries]. We also run research projects in multiple countries around the world. However, we are not legally based in those countries so would they count as 'operations' in relation to the INGO classification.

A4 The requirement is that the applicant INGO itself must have operations in more than two countries in order to be eligible for this call for proposals.

Operations means a project, programme or any other activity implemented by the applying organization in a country.

Proposed projects do not need to be implemented in the same countries where the applying organization already has operations.

The decision of all applicants' eligibility will be done as part of the overall assessment process of the applications.

Please also see the answers in sections 3 and 5.

3. Minimum requirements; legal competence

Q42 Can you provide more details on the definition of 'legally competent' for organisations who do not have a legal registration.

Q43 Is it possible for an ODA eligible organization without legal status to apply for core-level and project-level funding?

A5 In order to be eligible, the INGO has to have been registered and/or legally competent for at least two years. The country of registration does not matter. As part of the attachments, we require the copy of the registration document of the INGO.

4. Eligibility for national organizations

Q44 Are national NGOs able to apply for project funding from this call provided they operate independently from governments and implement global projects?

Q45 How can national organizations apply for this specific announcement?

Q46 Are civil society organizations working at the local level not concerned by this call?

Q47 Are there rules as to who can receive funding (e.g. affiliates, national or only INGO's)?

Q48 Can an association apply?

A6 In order to be eligible the INGO has to have at least three different nationalities represented in its governing structures, have operations in more than two countries, have been registered and/or legally competent for at least two years and has to have funding from at least one other source. The country of registration does not matter.

This Call targets International Non-governmental Organisations, not Finnish or other national NGOs, nor intergovernmental organisations.

The decision of all applicants' eligibility will be done as part of the overall assessment process of the applications.

5. Questions regarding consortiums

Q49 Can another INGO be part of the consortium or co-applicant in addition to local implementing partners? The application form gives space for only one organisation to fill out their details.

Q50 Is it possible to submit a proposal implemented by a consortia with one lead organization? Or with 2 - 3 co-leading organizations? And could local NGOs be the lead / co-lead?

Q51 Is it possible to apply for the grant together with a partner NGO present in an ODA DAC-listed country? Or should it rather involve sub-granting to ODA DAC-listed country NGOs that are involved in the Action?

Q52 Is it possible to apply for funding in partnership with other organisations? Would the experience of the consortium as a whole be taken into account when assessing relevant experience?

Q53 In the case of a consortium applying for project funding, would all applicants need to meet the INGO criteria or would it be sufficient that this is the lead applicant?

Q54 I wanted to inquire if [global organization] is considered as a single INGO and eligible for 1 grant for the global organisation or if [organization's regional office] would be considered as an independent INGO and eligible for 1 grant itself, regardless of whether other regional offices applied for grants?

Q55 Is it possible for nationally based NGOs to join a consortium as a partner for this call if the lead-applicant is an INGO? Are there any nationality restrictions for NGOs in this case?

Q56 Can two entities from the same family submit two different applications in different themes? If so, can a country programme X, which is locally registered but

in legal terms it is a local office of INGO family member A, appear in both applications from member A and B?

Q57 Can proposals be submitted in a consortium?

Q58 Does this call accept consortium applications? Is it possible to apply in a consortium led by an INGO together with organizations that are not INGOs? Is it possible to apply with partners that are networks (i.e. campaigns) without legal status?

Q59 Is it possible to submit a project developed by a consortium of actors?

Q60 Is it allowed to submit a proposal together with co-applicants with whom we plan to work with in a consortium? If so, can we add rows to the application form and add our partners? If not, can the application refer to co-implementing partners with their track records being included in the application form? You mentioned in the application form "co-actors". Does this mean that it is possible for a Consortium to submit a proposal? If yes, in addition to the lead INGO, can other INGOs be co-actor?

Q61 Do the co-actors have to fulfill the same requirements than the lead applicant?

Q62 Do you have specific policy guidelines related to partnerships and specific requirements in relation to partnership agreements? Is organisational administrative application documentation also applicable for partners, or only for the lead organisation?

Q63 Can an organization apply as a primary applicant and include other local and/or international NGOs as subsidiary partners? If an organization applies for one thematic area, can the same organization be included as a potential sub-grantee or consortium partner via another organization's application under a different thematic area?

Q64 Are there any specific requirements regarding partnerships for the project under theme 5?

Q65 Does the lead INGO need to be active in all the countries where the project will be implemented? Or if in one country the lead INGO is not active but one of the co-actors is, it will be acceptable?

Q66 Is our partner eligible to apply as a supporting/consultant, as they already receive programmatic funding from the Ministry.

A7 A fund will be granted to an INGO, not a consortium of (I)NGOs. However, the INGO receiving a grant can have implementing partners, but it is required that the INGO receiving the grant fulfills the minimum requirements. The applicant INGO is fully responsible for the use of the grant. Please also see the answer in section 18.

Only one application per INGO can be successful in this call for Proposals. The decision of all applicants' eligibility will be done as part of the overall assessment process of the applications. This includes the decision of whether one INGO is an independent actor or de facto part of the same INGO as another applicant.

Q67 Does MFA prioritise proposals submitted by or in cooperation with Finnish NGOs?

A8 This Call targets International Non-governmental Organisations, not Finnish or other national NGOs, nor intergovernmental organisations. The Ministry cannot grant funding to Finnish NGOs in this Call for Proposals. If a Finnish NGO is a partner of the INGO applicant, funding cannot be granted for administrative costs of the Finnish NGO. The final assessment of the application will be taken on the basis of the proposal as a whole.

6. Eligibility for core or project funding

Q68 Please could you clarify whether [our organization] is on the list of ODA eligible international organisations? The list seems quite small and I wonder whether I have the right list.

Q69 Also, I see the ODA eligible organisation list refers only to core funding. Project funding is dependent on the project being ODA eligible in which case are all projects eligible if they are delivered in an ODA eligible country?

Q70 Please can you confirm which the eligibility requirements to apply for core funding? Does an organization need to be on the List ([Annex 2 for 2019 flows](#)) to apply for core funds?

Q71 We would like to refer to the call for proposals in the subject line. Our question is whether South Africa qualifies as an ODA recipient country for this call?

Q72 [Organisation] is an international NGO providing support to human rights defenders globally. While we are based in [Country x], we do provide support to Human rights defenders primarily in DAC countries and would be confident we would meet the ODA criteria. However, [organization] is not on the List of ODA-eligible organisations (it appears that only INGOs with annual budgets above USD 50 million are examined by WP-STAT for inclusion on the list). Am I thus understanding correctly that [organization] would not be eligible to apply for core funding? Or would you be considering core funding proposals from an organisation which is currently not on the list if the organisation can demonstrate it meets ODA eligibility criteria? If so, what documentation would you be requiring to satisfy this requirement?

Q73 The [organization] is not part of the ODA list of eligible international organizations. Please could you kindly clarify that this disqualifies the [organization] to apply for core funding? We just want to be sure that we have understood the guidelines correctly.

- Q74 We are not currently on the list of ODA-eligible organisations; is there a pre-approval or some sort of process to be added to that list, and/or is it not necessary as long as we fulfill the other criteria?
- Q75 Application Form question 6.7. Is the organisation on the OECD/DAC list of ODA eligible organisations? Please give DAC code if applicable?) – we understand that an INGO does not need to be on this list to apply, please can you confirm?
- Q76 Can you confirm that non-European INGOs who comply with the Minimum Requirements can apply for this Call for proposals, as long as the proposed project activities and beneficiaries are in ODA eligible countries?
- Q77 If an organization’s strategy and activities do align with least one of the specific thematic focus areas and related objectives of the current Call for Proposals, however they are not included in list of ODA-eligible international organisations, does this indicate that the organization cannot apply for core funding?
- Q78 Can you please confirm that organizations that are not on the list of ODA-eligible international organizations can still apply for funding if they meet ODA eligibility criteria?
- Q79 Can you please provide a link to Chapter 1 of the eligibility criteria for ODA set by OECD/DAC?
- Q80 Can you confirm that INGOs who are not on the list of ODA-eligible organizations are eligible under this call for proposals if they fulfill the following criteria:
- a. They are non-profit organisations that operate politically and administratively independently from governments,
 - b. They have at least three different nationalities represented in their governing structures
 - c. They have operations in more than two countries
 - d. They have been registered and/or legally competent for at least two years
 - e. They have funding from at least one other source
 - f. They are not under severe financial difficulties
 - g. Their main objective is the promotion of economic development and welfare of developing countries (ODA-eligibility criteria)
 - h. They have internationally diversified sources of revenue (ODA-eligibility criteria)

- i. They have an international coordinating body facilitating the work of its members on the international level or an extensive network of country/regional offices in the field (ODA-eligibility criteria)
- j. They have an annual budget exceeding USD 50 million (ODA-eligibility criteria)

Q81 What definition does the MFA of Finland use for INGO; for example, if an organization has an international coordinating body as well as diversified sources of revenue but is not on the ODA-eligible list, is it still eligible for project support?

Q82 What criteria apply to projects that are ODA eligible? Is it that their main objective is the promotion of economic development and welfare of developing countries?

Q83 Will assessment of core funding proposals be limited to one thematic area, or will linkage with other thematic areas be taken into account?

Q84 Are [country x]-based INGO's (not on the OECD/DAC Annex 2 list) who do undertake projects in ODA-eligible countries qualified to apply for project-level funding?

Q85 [An organization] is included in the List of ODA-eligible international organisations set by the OECD/DAC (chapter 1). We understand that this would make our organization eligible for core funding from this call for proposals, provided that all other eligibility requirements are fulfilled (at least three different nationalities represented in its governing structures...). Is this correct?

Q86 Does the Finnish Ministry of Foreign Affairs have a definition of core funding as understood for this call for proposals? Is core funding unrestricted? If not, could you please confirm what type of operational costs can be covered under core funding ?

Q87 Is there a minimum annual budget amount mandatory for an NGO that would like to apply for core-funding?

Q88 Criteria for core-funding applicants: financial stability: Do you expect the all applicant to have a specific % of own funds, or unrestricted funds, private funds?

Q89 Do you have a definition of what would constitute core funding as opposed to funding for a project?

Q90 Is there a preference for core vs. project funding?

Q91 Could you clarify what are the complementary funding/co-financing requirements for proposals for project funding?

Q92 The Principles for funding and minimum requirements mentions that In case an organisation does not satisfy the ODA eligibility criteria, funding for projects that are ODA eligible may be applied. Would this refer to the definition of ODA as:

- a. Provided by official agencies, including state and local governments, or by their executive agencies; and
- b. is concessional in character and conveys a grant element of at least 25 per cent,
- c. or are there other criteria the project needs to comply with, beyond the ones listed under the principles listed to be assessed as ODA eligible?

Q93 Please could you provide some more clarity on what exactly the following means: “funding for projects that are ODA eligible may be applied.”

A9 In order to be eligible for support the INGO and its proposal have to meet the Minimum Requirements as well as quality requirements. One of the minimum requirements is that the INGO has to have funding from at least one other source (please find other minimum requirements in the Call for Proposals). The minimum requirements are applied on both core and project funding.

As part of the application the INGO needs to define whether it is applying for core funding or project funding. If an INGO states to apply for core funding but does not meet the criteria for this, the application is dismissed and is not considered an application for project funding.

A10 In this Call we can allocate core support only to INGOs that are on [the OECD DAC-list of ODA recipients](#). In case an organisation is not on the list, but has ODA eligible activities, project support may be earmarked to ODA eligible activities at a project level. ODA eligible countries are defined by OECD/DAC list of ODA recipients.

A11 For geographical and context preferences please see the Call for Proposal and the emphasis in different thematic areas (please see also the answers under section 13).

For core funding, the alignment of the organisation’s strategy and activities with at least one of the specific thematic focus areas and related objectives of the current Call for Proposals will be evaluated and assessed.

A12 The MFA does not have any special requirement for the partnerships in core/project funding. The INGO receiving a grant can have implementing partners, but it is required that the INGO receiving the grant fulfills the minimum requirements. The implementing partners need to be aware of the conditions and restrictions of the grant. The applicant INGO is fully responsible for the use of the grant in line with the official principles regulating the development cooperation of the Government of Finland and adhere to [the Finnish Act on Discretionary](#)

[Government Transfers \(688/2001\)](#). After the application deadline, MFA will assess the applications received against the criteria stated in the Call for Proposals.

For more information on funding and budgetary issues please see answers in sections 7, 8 and 9.

7. Type of funding

Q94 What are eligible and not eligible costs for funding for projects?

Q95 What are eligible and not eligible costs for core funding?

Q96 Could the MFA please provide guidance on which costs are eligible and ineligible?

Q97 Can project support be applied for under any of the 7 themes?

A13 Core support means funds are directed to INGOs for use at the latter's discretion, and contribute to programmes and activities which INGOs have developed themselves, and which they implement on their own authority and responsibility. A project is a set of inputs, activities and outputs, to reach specific objectives/outcomes within a defined time frame, with a defined budget and a defined geographical area. Projects can vary significantly in terms of objectives, complexity, amounts involved and duration. All eligible INGOs can decide to apply for project support with a proposal with clearly defined objectives and expected results for a defined period with a defined budget in line with the instructions and criteria in the Call for Proposals and in line with principles of Results-Based Management. Both in core and project funding the conditions and restrictions of the Finnish grant have to be adhered to.

The Ministry can provide core funding if the INGO meets certain criteria (please, see also the answers under the section 6). The Ministry can also decide to reject the application even if the eligibility requirements are met. If an organization wishes to receive funding for only a certain part of its work, it can apply for project funding. The successful proposals are determined by the quality of the proposal and by consideration on which proposals are considered to be the optimal channel for promoting Finland's development policy objectives. All proposals are assessed in the MFA against the criteria stated in the Call for Proposals.

8. Amounts of funding

Q98 On funding for projects that are ODA eligible: does Finland's MFA finance 100% of the proposals/activities submitted or does it require a certain min/max percentage of cost-sharing/own contribution?

Q99 Do you require any co-funding for the project? If so, what is the minimal required percentage?

Q100 One of the questions on the application is: “6.5. In case the application is for project funding, specify the sources of complementary funding (e.g. other donors, governments, private sources and companies). Is there a requirement for project budgets to be part-funded by other sources?”

Q101 Can the project receive 100% financing from the MFA, or is there a minimum % that the applicant must contribute?

Q102 Does the project need to be co-financed?

Q103 What is the policy concerning the co-funding. Is a contribution from the INGO needed? If yes what % is requested?

Q104 Per the application form Section “6.5. In case the application is for project funding, specify the sources of complementary funding (e.g. other donors, governments, private sources and companies)” – does this mean there is a requirement for match funding of the project, if yes, is there a minimum requirement (either % or EUR)?

Q105 If there is a match funding requirement, but the project is new and has not yet started, but we anticipate match funding – who should we put as the source?

A14 Co-/self-financing shares of programmes/projects are not specifically regulated. The only requirement in this regard is that the INGO must have funding from at least one other donor/ other source. Furthermore, successful applicants are expected to be financially stable and as a part of the overall assessment of the application, the MFA pays attention to the INGOs financial stability. Other funding needs to be monetary.

In addition, all INGOs successful in the call will need to assure that they are not under severe financial difficulties. In its funding decision the MFA can set additional terms regarding the use of the government grant.

9. Budgetary issues

Q106 We build our budgets using fully loaded hourly rates for staff working on the project – is that approach to budgeting acceptable?

Q107 Are there budgetary restrictions regarding occupancy costs, overhead rate, staffing costs, and/or any other budgetary restrictions?

Q108 Do you have a limit on Indirect Cost Recoveries for our Headquarters? If not, do you have any guidelines concerning ICR?

Q109 Regarding the project budget, is there a maximum acceptable percentage for human resources costs? Is there a maximum acceptable percentage of indirect or administrative costs?

- Q110 Does MFA have a policy on indirect costs or other budget guidance?
- Q111 Does the MFA have any restrictions on the amount of indirect costs (i.e., overhead costs) that an applicant is allowed to budget for, either in Euros or by percentage?
- Q112 Please could you clarify if an INGO is applying for funds in ODA countries, is there a specified % as to how that funding is divided between the INGO and the ODA countries?
- Q113 If applying for core support, do we provide our organizational budget as the budget requirement? If not, could you please clarify how we budget and to what level of detail?
- Q114 How will organizations receiving core support be required to report on expenditures during implementation?
- Q115 Are budget notes required?
- Q116 Could the MFA please provide instructions on how to prepare a budget for this funding proposal and guidance on which costs are eligible and ineligible?
- Q117 Is there a preferred format for the detailed budget?
- Q118 Is there any guidance relating to the detailed multi-year budget for project funding? Are there any requirements for how indirect costs are to be applied for project funding and what can be included in direct and indirect costs?
- Q119 What is the max. % of a total budget allowed for salaries? Within the COVID-19 context and the restriction of travel, many activities have become human resources intensive and we are wondering whether the donor will take this into account.
- Q120 What is the max % of indirect costs that can be charged to the project?
- Q121 Are there specific budget requirements for funding proposals such as percentages allowable to be spent on direct vs. indirect costs, overheads etc.?
- Q122 Are there particular rules governing overhead costs?
- Q123 Do you allow overhead or operating expenses? Can this be included as a percentage of the total direct project costs? If so, up till what percentage? If not, can operating expenses be included as specified budget lines, e.g. rent/communication costs/office supplies.
- Q124 As part of the context and stakeholder analysis, potential partners are asked to provide a "summary of budget and financing (including other donors and interventions), achievements, and development needs" as well as an overview of "other projects and donor coordination arrangements etc. which affect the project".

Is this a summary of the organization's own budget and financing or of the sector to which the proposed project will contribute?

Q125 Should the budget be broken down at outcome or output level?

Q126 Is there a preferred budget format that can be shared? If not, is there a preferred financial reporting template that could be shared as reference?

Q127 How much % of the total budget can be allocated to overhead and administrative costs (direct costs)? Could documentation of MFA's indirect costs policy for award recipients be shared?

Q128 Financial regulation – please provide more information on specific financial regulations for this opportunity. Will they be governed by the same regulations as other MFA grants? For example, what are eligible and non-eligible expenses, what are the co-financing requirements, and what are the indirect overhead cost limitation?

Q129 What is the allowable rate of Indirect Cost Recovery (ICR)/ Admin?

Q130 Is a project-specific audit required and if so can these costs be included in the budget?

Q131 Is an independent evaluation required after project closure and if so can these costs be included in the budget?

Q132 Is there a preferred format for the budget or may applicants submit their own format?

Q133 Is a budget narrative required?

A15 The grant recipient must follow the reporting instructions provided by the MFA. The INGO shall carry out the activities in accordance with the detailed plan and as stated in the funding application or as may be otherwise agreed in writing between the MFA and the agency. The activities must be in line with the official principles regulating the development cooperation of the Government of Finland and adhere to [the Finnish Act on Discretionary Government Transfers \(688/2001\)](#). All in all, this Act or [the General Terms and Conditions](#) do not specify a maximum percentage for administrative or indirect costs. Nevertheless, all the presented costs and their rationale will be a part of the overall assessment of the application.

Applicants should note that also the agreement that is signed between MFA and the grant recipients contains conditions and restrictions that need to be adhered to.

A16 The application form requests that the applicants submit a “detailed multi-year budget for the applied funding, including information on contributions from other

donors for applicants of core funding”. There is no preferred format for this requirement.

10. Number of proposals

Q134 Partnership: The ToR states that “It is strongly recommended that the applicant chooses only one thematic area under which to apply for funding.” – Would there still be the opportunity as an organization to take the lead under one thematic area and become a partner (technical) under another thematic area?

Q135 Can you be part of an application as a lead agency and also a sub recipient in another application, or can you only partake in one application?

Q136 Can the applicant apply with different proposals to two thematic areas? Will both proposals will be considered or automatically one will not be considered?

Q137 Are organisations allow to submit more than one application? I.e one for core funding and one for programmatic funding?

Q138 I am part of the partnerships team at the [Organisation] and have a question regarding eligibility for multiple proposals. The guidelines state that only one application per organisation can be successful; however, could one organisation be successful in two applications if they were a Lead Applicant on one proposal and a Co-applicant/Sub on a second? These would be under different priority themes and in different geographies as well.

Q139 Taking note that one organisation can only receive one award from the Call for Proposal for INGOs, can you clarify if one organisation is allowed to submit more than one proposal for your consideration?

Q140 Is it possible to submit two project proposals per NGO? If yes, is it possible to be Lead applicant for one proposal and Implementing partner for the second one? And/or is it possible to be Implementing partner for two project proposals?

Q141 Can the same organization – assuming strong proposals pass all checks – receive funding under 2 different Thematic Focus Areas in 2021 (e.g. as a lead / sole applicant in one of the categories and a co-applicant in another)? Or more simply put, is it technically impossible to succeed as an applicant under more than one of the thematic categories?

Q142 The Call for proposal strongly recommends that applicants choose only one thematic area under which to apply for funding. If in case an applicant decides to submit two proposals for two different themes, would the applicant be disqualified or both proposals would still be evaluated?

Q143 As it is also mentioned in the Call for Proposal that a maximum of one application per organisation can be successful, would it be safe to assume that if in case both

proposals are rated highest in thematic areas that they have been submitted to, the MFA would choose as to which proposal would be successful?

Q144 Under the thematic focus, the Call states, "Maximum one application per organisation can be successful in this Call." Does this mean each agency can only submit one application or each agency can only receive one award?

Q145 Can an INGO be considered in more than one proposal under this Call for proposals, one as lead organization and another as a subcontractor or partnering organization (non-lead organization)?

Q146 In the Call for proposal text, it is stated that only maximum one application per organisation can be successful in the Call. Does this mean that it is not prohibited to submit more than application as an organisation?

Q147 Is it allowed for an organization to submit an application and to be a partner in an application submitted by another organization at the same time?

Q148 Would it be preferable to focus only on one thematic area for a project funding application or should it include all thematic areas that can be linked to an organization' strategy (even if a main one is selected)?

Q149 We understand that only one application per organization can be successful under this Call. Is it possible for an organization to have a successful application as the primary applicant and be a sub-grantee on another successful application?

Q150 Can you please let us know if it still possible for a same organization to apply to more than one thematic area?

A17 It is strongly recommended that the applicant chooses only one thematic area under which to apply for funding with only one application. Maximum one application per organisation can be successful in this Call. Submitting more than one application does not constitute grounds for disqualification, but maximum one of the organisation's applications can be successful in receiving funding during this call. This is why we strongly recommend for organisations to focus on especially one thematic area and on one application instead of submitting multiple applications.

A18 The INGO receiving a grant can have implementing partners, but it is required that the INGO receiving the grant fulfills the minimum requirements. The applicant INGO is fully responsible for the use of the grant. Please, also see the answers to the questions relating to eligibility (especially 1, 2 and 5).

11. General questions on thematic areas

Q151 Is one organization allowed to submit more than one proposals, under different thematic areas? For instance, is one organization allowed to submit one funding

proposal under Business & Human Rights and a second one under Ending Impunity of HR Violations thematic area?

Q152 Can an organization be involved in more than one application under different priorities? By “involvement” we actually mean being quoted/mentioned in a proposal led by an another NGO.

Q153 In the call for proposals, it says ‘Maximum one application per organisation can be successful in this Call.’ Is there also a maximum for the number of successful applications in which an INGO can be implementing partner?

A19 It is strongly recommended that the applicant chooses only one thematic area under which to apply for funding with only one application. Maximum one application per organisation can be successful in this Call. Submitting more than one application does not constitute grounds for disqualification, but maximum one of the organisation’s applications can be successful in receiving funding during this call. This is why we strongly recommend for organisations to focus on especially one thematic area and on one application instead of submitting multiple applications.

Q154 Is there a minimum or maximum amount of funding for which we can apply, or a maximum number of years for proposed activity?

Q155 What is the minimum and maximum you can apply for under theme 6 (Business and Human Rights)

Q156 Is there a minimum-maximum amount for each proposal to take into account?

Q157 Given that each thematic area notes a range of possible successful proposals from zero to as many as four awards, is there any cap on the portion of total funds available for that thematic area that can be sought by a single proposal, or can a project can apply for the total thematic area forecasted budget?

A20 The amount listed under each thematic focus area is the total maximum amount to be distributed to that thematic focus area covering both core and project funding. There is no minimum amount in any of the thematic areas. Every organization needs to define the amount they apply for themselves. One organization can apply for the full amount allocated for one specific theme. However, this does not mean the organization will be granted the entire amount. The MFA also has the possibility to either grant an INGO the total applied amount, grant an INGO a part of the funding it has applied for or to reject the proposal.

Q158 Only a few of the priority themes specifically mention research and therefore we just wanted to check if any proposals we submit are likely to be discounted because they would be tackling these issues from a research based perspective?

A21 Activities will be assessed on a context-specific basis with regard to their contribution to the overall objective. Lists of possible activities are indicative rather than exhaustive.

Q159 What specifically means to 'work locally, regionally and globally'? Do they need to be formal/political regions?

A22 It is expected that work is carried out at local, regional and international levels. The local level means subnational (for example communities) or national level, regional level means areas above national level. The proportions of the work that needs to be carried out on different levels is not defined in this call. However, as part of the assessment process the MFA considers which proposals are considered to be the optimal channel for promoting Finland's development policy objectives on different levels.

Q160 Kindly clarify what are "key international human rights fora" meant under these themes? Would the United Nations Conference on Trade and Development "UNCTAD" be considered one of the key international human rights fora under themes 5 and 6?

A23 Yes.

Q161 In the Call for Proposals, it states that the grant has a "duration of 2 years (2021-2022)" and that "The processing of applications takes approximately 6 months". What is the maximum amount of time MFA will accept from successful notification of the application to the inception phase of the project? Does the 2-year grant period start from notification of successful award or is it from the start date of the inception phase?

Q162 The contract duration is 2 years (2021-2022). When will funding be awarded and project implementation start?

Q163 If successfully awarded, what is the optimal starting date and duration for this project?

A24 The timing of the first instalment as well as the starting date of the grant is determined in the Agreement between the Ministry and the applicant. Duration of the grant is determined under each thematic focus area.

Q164 [Thematic area 5.]Would you be willing to fund projects that are scheduled to launch in 2021 or is the 2022-2024 timeline non-negotiable?

A25 The timelines are non-negotiable.

12. Questions related to specific thematic areas

Thematic area 1.

Q165 Is it required to address women and girls issues in humanitarian and fragile contexts or can we focus solely on other vulnerable women and girls?

Q166 Could you please explain if the choice of countries should prioritise vulnerable positions (PwD, minorities, etc.) or situations, or both?

Q167 Can the project work with women and girls in vulnerable positions and situations that are not in humanitarian and fragile contexts?

Q168 Should countries be prioritised for their level of fragility/conflictivity, or for their humanitarian needs?

A26 Thematic focus area 1 addresses especially women and girls in vulnerable positions and situations. The final assessment will be taken on the basis of the proposal as a whole. Therefore, the MFA cannot instruct which elements applicants should prioritize.

Q169 What is MFA's definition of service provision?

Q170 Can you give more clarity on what the service delivery entails in the linkage with lobbying and advocacy?

Q171 Is advocacy a required strategy for this thematic area?

A27 Successful applicants are expected to have at least 5 years of relevant experience in both service provision in developing countries and in advocacy. Provision of services includes for example access to contraceptives and safe abortion. Advocacy is also a requirement. Activities will be assessed on a context-specific basis with regard to their contribution to the overall objective. Lists of possible activities in the Call are indicative rather than exhaustive.

Q172 As an international medical organisation, we would like to know if it would be possible to submit a project with a full medical management package (such as support to health centers/general hospital in pre natal and post natal consultations, deliveries, trainings, medication/equipment supply, etc.) including promotion and sensitization on access to sexual and reproductive health and rights or is it only focus on promotion and provision of services including access to contraceptives, disability inclusive and youth friendly services and safe abortion?

A28 Under thematic focus area 1 it is stated that particular focus will be given to sexual rights issues, such as the promotion and provision of services including access to contraceptives, disability inclusive and youth friendly services and safe abortion. Lists of possible activities mentioned under theme 1 are indicative rather than

exhaustive. The final assessment will be taken on the basis of the proposal as a whole.

Q173 What intermediate outcomes is the MFA most interested in achieving for the SRHR track?

Q174 Is the primary focus of the SRHR theme of the opportunity to strengthen existing health systems, or should interventions focus more heavily on demonstrating more number of services delivered to the women and girls? What would the donor prefer as the key outcome for the proposals we present?

A29 Under thematic focus area 1 it is stated that particular focus will be given to sexual rights issues, such as the promotion and provision of services including access to contraceptives, disability inclusive and youth friendly services and safe abortion. Applicants are requested to specify the expected outcomes in their applications. Please also see [the goals and principles of Finland's development policy](#).

Q175 Could such projects (focused on Sexual and Reproductive Health and Rights) start in late 2021 and last 24 months?

Q176 Under thematic area 1, the call for proposals states contract duration will be 2 years but lists "2021-2022" in parentheses. Can you clarify if awards will cover calendar year 2021 and 2022 and would therefore end at the end of 2022, or if awards will cover a 24-month period from the start date?

A30 Contract duration is 2 years from 2021 until the end of 2022.

Q177 May projects focused on Sexual and Reproductive Health and Rights be implemented in one country only?

A31 In thematic focus area 1 the amount of countries where the project/programme needs to be implemented is not defined. This does not mean that single country or multiple country proposals are preferred. As part of the assessment process the MFA considers which proposals are considered to be the optimal channel for promoting Finland's development policy objectives. This includes, among other things, the geographic coverage of the programme/project.

Q178 Would the grant support the procurement of contraceptives?

A32 Yes.

Thematic area 2.

Q179 Does thematic area #2 require a second country? If not, is including more than one country allowable under #2 and if so, would the addition impact consideration positively, negatively, or not at all?

A33 Thematic area 2 focuses geographically on Sub-Saharan Africa. The work is expected to be carried out at local, regional and international levels. There is no requirement for a minimum or maximum number of countries where the project/programme needs to be implemented. This does not mean that single country or multiple country proposals are preferred nor does this mean that the project/programme could not be implemented in more than two countries. The successful proposals are determined by the quality of the proposal and by consideration on which proposals are considered to be the optimal channel for promoting Finland's development policy objectives.

Thematic area 3.

Q180 [Our organization] is applying under the third area of focus : Ending impunity for human rights violations, increasing accountability and strengthening victims' access to justice. That basically works on advocating for the human rights situation in [country] detention places and unfair trials, so the local and international involved and interested entities take actions to reduce the human rights violations and contribute so the victims can access justice. Just making sure that proposed project would fit under the "Participatory development / good governance" (as our beneficiaries are part of the development process - since we depend on collecting data through field work and meeting victims- as well as we work to improve the polices that allow human rights violations)

A34 We are not able to comment on the eligibility of individual activities for development cooperation funding. For more information on [the goals and principles of Finland's development policy](#).

Q181 Is the MFA's position that litigation and judicial assistance are not central aspects of the work of "Ending impunity for human rights violations, increasing accountability and strengthening victims' access to justice" or are they implicitly included among the pertinent activities of this Thematic Focus area?

- a. If they are included, how are these activities evaluated by the MFA in comparison with capacity building, advocacy, legal work and research?
- b. Are they considered more important, as important or less important than the four mentioned items?

A35 The areas of work included in the call ("capacity building, advocacy, legal work and robust research") is not an exhaustive list but instead an indicative list of possible activities that might be supported. Litigation and judicial assistance are not as such excluded. Decisions will be taken on the basis of the proposals as a whole, and so we cannot prioritise individual activities before reviewing the whole proposal.

Thematic area 4.

Q182 To what extent does the category of "human rights defenders in relation to freedom of media" include or entail journalists? Would an exclusive focus on journalists be pertinent enough for the call?

A36 Journalists can also act as human rights defenders. As a general guide, an exclusive focus on journalists would not be ruled out in and of itself, but there would need to be some focus on journalists investigating human rights issues, rather than addressing media freedom more generally. Decisions will, however, be taken on the basis of the application as a whole.

Q183 What is understood by "analytical tools" here?

A37 The analytical tools that are useful for the support of human rights defenders will depend on the particular context. Examples might include resources for research, practical toolkits, digital tools, checklists, and educational tools or even financial resources to support human rights defenders in difficult contexts. Please note that this is not an exhaustive list.

Q184 Would it be possible to foresee activities aimed at strengthening the capacities of local NGOs and networks beyond a "protection only" component (for example, training, joint strategy development...)?

A38 Such activities can be included in the proposal as long as they support objectives, which fit in with the call.

Q185 What does the Ministry consider to be "legal work and advocacy"?

A39 The Ministry does not have a set definition of legal work and advocacy. The projects are expected to support human rights defenders through both political and legal means, at the national and international levels. Legal work and advocacy that is beneficial to support human rights defenders will need to be developed to address the issue and context at hand.

Q186 Is there a preference for projects which specifically target one area of work (for e.g. digital security for HRDs) or projects which are broader and cover more priority areas of work (for e.g., capacity building of defenders including digital capacity, development of tools, support for those at risk etc) ?

A40 There is no preset preference. Decisions will be taken on the basis of the project's overall quality. Please note the preference to support projects that operate at different levels.

Thematic area 5.

Q187 Would work with “other marginalized groups” such as religious minorities be considered?

A41 Yes.

Q188 6 million € are available under this priority with 3 target groups identified. Does that mean that the Finnish MFA will make one grant per “priority group” (2 million €)?

A42 Not necessarily. Grants will be allocated based on a review of the strength of individual applications.

Q189 Our project works with orphans and vulnerable children and the communities they live in. Their poverty is directly linked to [country] political marginalisation. Until now, 85% of our beneficiaries have been women, 65% youth and a staggering 10% disabled. Would our project fit the "5. Strengthening the implementation of economic, social and cultural rights in order to address discriminatory practices related to their realization" category?

A43 Please note that the proposal needs to address the economic, social and cultural rights of persons and groups in vulnerable situations and working for the elimination of discrimination and marginalization. The target group in and of itself is not a sufficient determinant of eligibility. Proposals will be addressed on the basis of their overall strength and quality.

Q190 We would like to apply for this call for proposals under your priority - strengthening the implementation of economic, social and cultural rights. We would like to approach this from a Right to Health and Right to Education angle - Articles 12 and Articles 13, 14 respectively of the Covenant on Economic, Social and Cultural Rights (CESCR). Our training will of course focus on reaching out to ensure training is provided in key areas - for example, obstetrics which will help address issues created by fistula, postpartum haemorrhage, unsafe abortion and so on. Please do note that all of the work that we undertake has a number of cross-cutting components related to gender and non-discrimination. By treating women and adolescent girls our work helps to address persons and groups in vulnerable situations. In doing so we are working for the elimination of discrimination and marginalization. I am therefore writing for advice on whether we should pursue an application under this call for proposals, or whether we should wait until a more relevant call is issued. If there are any other available options I would be much appreciated if you could advise me.

A44 The focus of the call is on organizations working to promote the economic, cultural and social rights of persons in vulnerable situations, including through human rights advocacy work. We cannot comment on whether particular activities would be supported under the call or if an organization should apply, as the decision will be

taken with a view to the application as a whole. The call for applications for INGOs is usually issued every two years. Please also see the answer in section 22.

Thematic area 6.

Q191 Please could you provide a definition for a 'business', could a farm and/or farmer producer organisations be counted as a business where the promotion of the respect for human rights can occur?

A45 Following the UN Guiding Principles on Business and Human Rights, the call covers "all business enterprises, both transnational and others, regardless of their size, sector, location, ownership and structure."

Q192 Are risk assessments deemed an eligible activity?

A46 Work on risk assessments could be included in an eligible proposal. All proposals will be reviewed as a whole.

Thematic area 7.

Q193 The guidance for thematic area 7 indicates a maximum contract duration of four years (2021-2024). Recognising that the processing of applications takes 6 months and therefore the estimated start date is October 2021, could the MFA confirm if programming can continue into 2025? In short, whether a four-year duration from October 2021 to September 2025 is acceptable.

A47 The maximum contract duration is four years between 2021-2024 as counted by a calendar year. The latest ending date for the grant proposal can be December 2024.

13. Geographical focus of the thematic areas

Q194 Can the (at least 3 countries) include the [country X] (to support international advocacy)?

Q195 Do all of the countries need to be Finland's bilateral partner countries (as they are shown on the Ministry for Foreign Affairs website)?

Q196 The thematic focus area no.6 Business and human rights mentions there should be more than two countries involved in the action. Would that be ODA DAC-listed receiver countries only? Or could it also be other provider countries, such as [country X in EU] or other EU member states?

Q197 Is it possible to submit a project proposal covering more than one country of implementation? And if yes, does it align with the intent of the Call for Proposal?

Q198 Can multi-country applications be submitted and what is the limit in terms of the number of countries per application?

- Q199 Is one organization allowed to present one proposal under one thematic area, but with project activities in more than 1 geographies? This question is relevant for the thematic areas under which the preferred number of working countries is not specified. For instance, is one organization allowed to submit one funding proposal under Promotion of Tax Justice with project activities taking place in both Colombia and South Sudan?
- Q200 For an application for a project grant: Are there any geographical priorities under theme 5, from the requirement to carry out the project in developing countries (including, but not exclusively, in Least Developed Countries and fragile states as defined by the OECD)?
- Q201 Are there certain countries for which Finland is saturated in terms of investment, and others that have been under-implemented/funded?
- Q202 Which are the eligible countries that projects can focus on? Can we safely assume that all DAC List of ODA Recipient countries ... can be considered eligible in the context of this Call?
- Q203 The call makes reference to projects being aligned with the strategic priorities of the Finnish development cooperation but make no mention of possible geographic priorities. Is there a specific geographic coverage to be taken into account?
- Q204 Does MFA prioritise global South INGOs as applicants?
- Q205 Does MFA have any priority countries or regions for these awards?
- Q206 Are we free to choose countries we would like to work in or does the Ministry have a list of countries they would like to see included in the project proposal? Would the Ministry like to focus on the least developed countries as defined by the DAC List of ODA Recipients?
- Q207 Would the Ministry like us to include Finland's bilateral partner countries Ethiopia, Somalia, Kenya, Tanzania, Zambia and Mozambique, along with Afghanistan, Nepal and Myanmar and Finland's bilateral support countries, the Ukraine, the Middle East and North Africa, the Palestinian territory, Eritrea, Central Asia and Vietnam or would the Ministry prefer to see projects in non-bilateral partner and support countries?
- Q208 Can projects be implemented in Finland's bilateral partner countries only? Would projects in Burkina Faso and Uganda be eligible? I have found the info that the Finnish MFA finances projects in its partner countries – does it relate to this call, too? We operate in Ethiopia, Burkina Faso, South Sudan, Kenya, Uganda, Mozambique and Tanzania - which of those countries would be eligible?
- Q209 Is the Finnish MFA open to projects taking place in other [than Finland's bilateral partner]countries/regions (eg Latin America)?

- Q210 Does the Call for Proposals have a country priority or requirement under the themes 2, 3, 4 and 5? Conversely, are any countries excluded under this call?
- Q211 Is the Finnish MFA interested in projects that would foster cross-regional sharing of knowledge and expertise?
- Q212 Could you confirm whether you will you be open to funding projects implemented in Myanmar?
- Q213 Our organization has similar programming across the Middle East region and we would like to understand whether the Finnish MOFA would consider funding a regional project - for example two of our country missions (Iraq and Lebanon) applying jointly with a project in the area of SRHR.
- Q214 Our proposal involves work in Turkey, Syria, Iraq, and in trials pertaining to ISIS/Da'esh in [EU country]. Is work in [EU country] courts acceptable as one of the target countries as long as the work related to people and cases originating in Turkey, Syria, or Iraq?
- Q215 Must all activities take place in Least Developed Countries (LDCs) as per OECD's DAC List of ODA Recipients? Or would, for instance, a percentage of 70% of activities taking place in LDCs be allowed?
- Q216 Can INGOs submit proposals with a global geographical scope if a minimum percentage (i.e. 70%) of activities take place in LDCs?
- Q217 Are activities only allowed to take place in these bilateral partner countries or could activities also take place in countries neighboring Finland's bilateral partner countries?
- Q218 Is there any practice/preference of the MFA in terms of the number of target countries? For example, a maximum number? If a number of target countries is considered for certain activities, can other activities (e.g. analytical tool, monitoring, material support) cover a larger number of countries (provided all countries remain ODA eligible)?
- Q219 Finnish development policy and development cooperation have a geographical focus on Africa, and the least developed countries in sub-Saharan Africa, in parts of the Middle East and in southern Asia. Does this geographical prioritisation apply to this call for proposals?
- A48 For thematic focus areas 1 and 2, there is no required minimum amount of countries where the project/programme needs to be implemented. This does not mean that single country or two country proposals are preferred nor does this mean that the project/programme could not be implemented in more than two countries. The successful proposals are determined by the quality of the proposal and by consideration on which proposals are considered to be the optimal channel for

promoting Finland's development policy objectives. For thematic focus areas 3, 4, 5 and 6 the work is expected to be carried out in more than two countries. Thematic area 7 focuses specifically on Afghanistan. Thematic area 2 focuses geographically on Sub-Saharan Africa.

A49 Synergies with ongoing cooperation funded by Finland and in the focus countries are valued but the Call for Proposals does not spell out that this automatically will enhance possibilities of being selected for funding, since all criteria and priorities will be assessed as a whole.

A50 Funding opportunities are not limited to certain countries except for the criteria that they have to be ODA eligible ([DAC list of ODA recipients](#)). If there is a preference on certain countries or areas where the project/programme should be implemented, it is mentioned in the Call (such as for thematic focus area 2.).

A51 The assessment of the proposal is done based on the criteria and the priorities stated in the Call for Proposals taking into account the operating environment and its developments. The INGO support is a discretionary government transfer by the Ministry and the final decision of funding is taken by the Minister for Development Cooperation and Foreign Trade and it is based on the overall assessment and screening process.

Q220 When identifying countries affected by conflict and fragility, do you use an internationally recognised classification, e.g. the World Bank's List of Fragile and Conflict-affected situations?

Q221 Which definition do you apply to consider a country as a fragile and conflict-affected situation?

A52 Please refer to the OECD definition and [the 2020 States of Fragility Report](#)

14. Application form

Q222 Is there a page limit for the Application Form?

Q223 Are there preferred word/character limits for the various sections in the Application Form?

A53 There is no page limit for the Application Form, but we encourage applicants to fill in the Application Form as concisely as possible. You may consider the size of the boxes provided as an overall guide towards the length that might be used.

Q224 In the Application Form, what does the percentage column refer to in section 4.2 and 4.3?

A54 Please see the filling instructions at the end of the form.

Q225 Do indicators in section 9 of the Application Form need to use the indicators from Finland's development policy?

Q226 In scoring on the RBM section, are there particular aspects that are a priority for Finland?

Q227 The guideline on cross-cutting issues has a provision on mainstreaming low-emission development. Are there specific criteria that the Finnish MOFA would expect organizations that are not working on climate-related projects to fulfil?

A55 Indicators do not need to be from Finland's development policy, though you are welcome to use them if they are relevant. Please consider the goals and principles of Finland's development policy when developing your project. The minimum standard for mainstreaming the cross-cutting objectives is that no harm is done.

Q228 Does section 9 of the Application Form need to provide specific targets/benchmarks or just list the indicators that will be measured?

A56 In the Application Form it is sufficient to list the indicators, you may provide the targets and benchmarks also in a Results Framework.

Q229 How to set the project coding according to the DAC purpose code (in light of the area of focus and the project brief mentioned above).

Q230 [Our organization] is eligible organization according to the definitions and ODA eligibility links attached in the call for proposal, still, we can't set the DAC code.

A57 Please see the filling instructions at the end of the Application Form.

Q231 [Our organization] cannot share any information about the identities or personal information of our staff members for security purposes, as they work in a high-risk environment and prioritize the value of "No harm" with our staff as the same as with the victims. Yet, we will be sharing the positions of the project.

A58 In section 6.8 of the application form, applicants are requests to fill in the persons responsible for the organisation's development cooperation activities. Applicants should at least give details of the person(s) who are the contact person(s) for this Call for proposals within their organizations with respect to the MFA of Finland. If you omit requested information due to security purposes, please indicate you have done so.

Q232 The link of the HRBA doesn't include the level of criteria of the HRBA, yet project is reflects the progressive level of the HRBA.

A59 Please refer to the definitions used in [the guidance note on Human Rights Based Approach in Finland's Development Cooperation](#)

15. Programme/Project Document

- Q233 For those sections that repeat in both the Application Form and Programme/Project Document, can applicants repeat the same information across the two documents? If not, could you specify the type of information required in each?
- A60 Please use your own judgement in this matter and follow the instructions carefully. Some repetition regarding the information may be in order, but please be concise.
- Q234 On the number of pages for the project document. Are the “cover page”, “table of contents”, “abbreviations” and “project fact sheet” to be included in the 15 pages limit for a project funding application?
- Q235 The Project Document Outline specifies the Project Document should not be longer than 15 pages and the summary should be not be longer than one page. Are there page limits or guides for the other sections and annexes?
- Q236 The Programme/Project Document has a section (5) on work plan; is this separate from the work plan that is required as an attachment to the application, or the same thing? If the same thing, is the work plan included in the 15-page page limit of the Programme/Project Document?
- Q237 For the Programme/Project Document, are the cover page, table of contents, abbreviations, and project fact sheet included in the 15-page page limit?
- Q238 For the Programme/Project Document, is the 1 page summary included in the 15-page page limit?
- Q239 Can the MFA please clarify if the project document can include: a cover page, table of contents and an acronym list (outside of the 15-page limit)?
- Q240 Does the 15 page limit for the Project Document include the 1) Indicative Work Plan, 2) Theory of Change/Results Framework and 3) Risk Matrix? Or may these be included as separate attachments? If the latter, are there any page limits for those attachments?
- A61 The cover page, contents and abbreviations are included in the 15 pages that is the maximum length of the Project document. The additional attachments are not included in the 15 pages of the project document. The Project document can contain a summary of work plan and theory of change (theory of Change, Results Chain or equivalent results-based management system for the applied funding) that are then elaborated in more detail in the attachments. There is no set maximum number of pages for attachments, but any other attachments than those required are not considered.

Q241 Can you provide any further guidance on what information to include in the Programme/Project Document when applying for core funding?

A62 There is a format for Outline of a Project Document. For core funding the Outline of a Project Document can be used as indicative. This means that for core funding you can adjust the given format to best suit your programme. For project funding it is expected that the Outline is followed more closely.

Q242 In the Programme/Project Document, what does “project fact sheet” entail?

Q243 Could the MFA please clarify what is required in the “Project Fact Sheet” as listed on the “Outline for a Project Document”? Is this the same as the Application Form?

A63 Project fact sheet can, for example, contain certain key facts about the project/programme (such as applied funding, implementation countries, possible implementation partners, duration etc.) There is no required format for the fact sheet.

Q244 Can the MFA confirm what level of detail and type of information is expected in section 5 of the project document - workplan and main activities - recognising that an indicative workplan for the programme is also requested as a separate attachment?

A64 Please use your own judgement in this matter and follow the instructions carefully. The Project document can contain a summary of work plan that is elaborated in more detail in the attachments.

Q245 Can the MFA confirm if supplementary information (outside of the requested attachments) can be included as annexes to the project document, for example, a more detailed human rights assessment or gender analysis?

A65 Any other attachments than those required are not considered.

Q246 Why are these two questions in the section “Context and Stakeholders analysis”?

- a. Summary of budget and financing (including other donors and interventions), achievements, and development needs
- b. Other projects and donor coordination arrangements, etc. which affect the project

A66 We consider this as valuable background information related to project identification phase.

Q247 Should we fill out the Outline of a Project Document with an example of a project we would undertake?

A67 There is a format for Outline of a Project Document. For core funding the Outline of a Project Document can be used as indicative. This means that for core funding you can adjust the given format to best suit your programme. For project funding it is expected that the Outline is followed more closely.

Q248 In the Obligatory attachments section: The indicative workplan of the project is also will be included in the project document, does that mean to replicate the indicative work plan in both the project document and in a separate attachment?

Q249 Should the indicative workplan be included in the project document or annexed in an excel sheet?

A68 The Project document can contain a summary of work plan and theory of change (theory of Change, Results Chain or equivalent results-based management system for the applied funding) that are then elaborated in more detail in the attachments. There is no set maximum number of pages for attachments, but any other attachments than those required are not considered.

Q250 Could you please confirm whether an application for core-funding would need to submit both the Application form and a programme document? If so, could you please confirm whether the programme document would only need to be based on the Outline of a Project Document and could therefore be adapted (for instance sections 3 and 4 of the outline would not be applicable)?

A69 In the case applying for core funding both application form and Outline of a Project Document needs to be filled (Please find other attachments indicated in the Call for Proposals). Please note that for core funding, the Outline of a Project Document can be used as indicative.

16. Other attachments to the application form

Q251 Our organization does not publish a formal annual report – would this make our proposal ineligible?

A70 The latest annual report and financial statement of the INGO are required as obligatory attachments to the application.

Q252 I am also wondering about the list of policies that have to be submitted and whether applying policies of host organisations is acceptable if we do not have our own policies.

A71 The applicant is required to submit list of their own policies that they apply and adhere to.

Q253 Do INGOs have to submit a Theory of Change AND Results Chain OR Results Framework? Or can INGOs chose to submit either a Theory of Change OR Results Chain OR Results Framework?

Q254 Do we need to submit both a ToC and a results framework or one or the other?

A72 The Project document can contain a summary of work plan and theory of change (theory of Change, Results Chain or equivalent results-based management system for the applied funding) that are then elaborated in more detail in the attachments.

Q255 One of the required documents is the Official Rules of the INGO, including its audit procedures. Please could you clarify what sort of details are required?

A73 Please refer to the filling instructions for the application form and attachments.

Q256 Are applications which include multiple INGO partners eligible? If so, are the "Documentation related to the Organisation" listed in the attachments to the application required for all implementation agencies or only for the INGO who is the grant holder?

A74 Only the INGO which is the grant holder needs to submit the attachments required for "Documentation related to the Organisation". The applicant INGO is fully responsible for the use of the grant. Please also see the answers in sections 5 and 18.

Q257 INGOs are expected to submit an anti-corruption policy, among other documents. Would it be sufficient to demonstrate how and where anti-corruption is covered by existing documents and systems?

A75 The applicant has to demonstrate that it addresses anti-corruption as part of its internal policies either through an explicit policy or by indicating relevant parts of its official policies. If corruption is addressed in different policy documents, the Ministry will assess whether the references amount to an equivalent of an anti-corruption policy.

Q258 Are there any page limit regarding the annexes to the project outline (i.e. multi-year budget, an indicative work plan for the project/programme, Theory of Change and Results Chain, and the risk matrix)?

A76 The cover page, contents and abbreviations are included in the 15 pages that is the maximum length of the Project document.

The additional attachments are not included in the 15 pages of the project document. The Project document can contain a summary of work plan and theory of change (theory of Change, Results Chain or equivalent results-based management system for the applied funding) that are then elaborated in more detail in the attachments. There is no set maximum number of pages for attachments, but any other attachments than those required are not considered.

Q259 Is there a preferred format for, or examples of, the work plan, theory of change, and risk matrix attachments?

A77 There is a format for Outline of a Project Document. For core funding the Outline of a Project Document can be used as indicative. This means that for core funding you can adjust the given format to best suit your programme. For project funding the it is expected that the Outline is followed more closely.

For attachments, you can use your own formats. The project budget/multi year budget should be detailed enough for the MFA to be able to assess how the grant is going to be used, if the use of the grant is reasonable, sustainable, and efficient and adheres to best practices of the field.

Q260 Do we have to submit a M&E framework or MEL plan as part of the proposal submission?

A78 An M&E framework can be submitted as part of the project document (please see outline for a project document in the Call for Proposals). There is no set maximum number of pages for attachments, but any other attachments than those required are not considered.

17. Are there any templates available?

Q261 Is there a budget template the MFA would want us to use for the multi-year budget we are required to submit?

Q262 Are there any specific budget templates, format or guidelines required for project funding?

Q263 Do you have a budget template or other financial guidelines for this call?

Q264 Is there a recommended Theory of Change template the donor would want us to follow for the Theory of Change we propose for the intervention as part of our proposal package?

Q265 Is there a template for an RBM framework that applicants should be using for this proposal?

Q266 Is there a template for an indicative work plan that applicants should be using for this proposal?

Q267 Besides the application form, which is provided on the MFA's website and needs to be filled in by applicants, are there any other templates that the Finnish MFA would like to provide the applicants with (such as a template for the multi-year budget)?

A79 There is a format for Outline of a Project Document. For core funding the Outline of a Project Document can be used as indicative. This means that for core funding you can adjust the given format to best suit your programme. For project funding the it is expected that the Outline is followed more closely.

For attachments, you can use your own formats.

The project budget/multi year budget should be detailed enough for the MFA to be able to assess how the grant is going to be used, if the use of the grant is reasonable, sustainable, and efficient and adheres to best practices of the field.

18. Type of implementation; funding for third parties

Q268 Is third party funding allowable under this call?

Q269 Will the MFA of Finland support third party forwarding by the primary INGO recipient?

Q270 Would a grant recipient be obligated to audit the activities of third parties (e.g. implementing partners and/or beneficiaries)?

Q271 Is there a maximum percentage of the project that can be forwarded to implementing, beneficiary or third-party partners?

Q272 Can the successfully awarded INGO issue a subgrant, and if so what are the conditions for awarding and managing subgrant/research agreements to partners (incl. overhead)? Are there any (other) sub-awarding requirements or restrictions? Would it be possible to see a draft or example award and including standard terms of reference?

Q273 What are the administrative requirements for sub-grants in the project?

Q274 What are the requirements for local partners in regard to registrations in country and policies that must be adhered and documented?

d. Is there a minimum or maximum financial amount or percent of grant they can receive?

e. As lead applicant can we sub-grant to local in country partners?

f. What documents are required for grant proposal submission for in-country partners?

A80 The implementation can be carried out directly or through implementing partners, including re-granting. However, it is important to clearly define in the proposal how the implementation is going to be carried out and how it is made sure that the management (incl. financial management) system takes into account the mode of implementation and possible risks that it creates. As part of the assessment process, the Ministry also assesses the chosen implementation form.

The applicant INGO is fully responsible for the use of the grant. Please also see the answers in section 5 and answer A12 in section 6.

Please also see [the General Terms and Conditions for the Government Grant for INGOs](#)

Please also see [the Agreement template](#)

19. Draft agreement

Q275 Re. article 3.6 of the draft agreement, is it our understanding that this does not require a grantee to vet individual beneficiaries of the project against the lists mentioned in the article. Can you confirm this understanding is correct?

A81 The agreement template states that the “...Agency is committed to taking appropriate steps to ensure that funding provided by the Ministry to support the Agency is not provided to, or otherwise used to provide assistance or support to, persons or entities, terrorists or terrorist organizations, or any other legal person or government agency listed on the Consolidated United Nations Security Council Sanctions List (as amended from time to time), and shall inform the Ministry immediately if, during the course of this Agreement, the Agency determines that any such funds have been so used.”

20. Timetable of the Call

Q276 Could the Ministry please consider extending the deadline for submission of proposals from 16.15 HRS (Finnish time, UTC/GMT +2) on Friday 26 March to the same time on Friday 9th April, please?

A82 Unfortunately, extending the deadline is not possible. The completed, signed application form and its attachments must be send by email and received by the Ministry no later than 16.15 HRS (Finnish time, UTC/GMT +2) on Friday 26 March 2021. The deadline is absolute and therefore applications arriving after the given deadline will not be considered.

21. Availability for phone calls:

Q277 Is there any possibility of setting up a call to discuss the scope of the call and what you are hoping to see from the applications?

A83 Due to transparency and objectivity, in order for every possible applicant to receive the same information, we are not available for phone calls regarding the Call for Proposals.

22. General questions

Q278 Is the Finnish MFA interested and open to engaging with new partners? Or will ongoing partners with whom the MFA has built a strong relationship be prioritized?

Q279 Does having an open and current grant with the Finnish MFA (that ends in 2021) disqualify interested candidates from applying for this potential opportunity?

A84 All applicants are evaluated according to the same criteria. Previous partnerships are not prioritized. If an applicant has a current grant from the Finnish MFA, it does not disqualify the applicant from receiving a grant in this Call.

Q280 When "number of characters" are referred to in describing the length of sections, is it referring to words or to letters, spaces and punctuation?

A85 The number of characters refers to letters.

Q281 How to get the application form?

A86 Link to the application form is available at [the 2021 Call for Proposals for International Non-governmental Organizations](#)

Q282 Does the MFA foresee another call for INGOs later this year/next year?

Q283 Who were the previous grantees of this funding stream?

Q284 Where can we find a list of past projects funded by the MFA for International organisations?

Q285 In order to evaluate the possibility to submit a proposal in this call, we would like to get the list of the INGO funded in the calls of 2019 and/or 2020

Q286 How competitive was the call in previous years?

A87 A joint call for proposals for INGOs is announced approximately once every two years. The amount of funding available and the themes of the calls are decided separately each time. Different units at the Ministry for Foreign Affairs may additionally organise more limited application rounds for INGOs when necessary.

[List of INGOs funded in the previous Joint Call for Proposals 2019, including information about the applications received](#)

Q287 Is there a limit to the size of files that can be attached to the email submission?

A88 The absolute maximum size of the e-mail message is 7 MB.

Q288 Does MFA maintain specific procurement requirements that would flow-down to the applicant, or are recipient organizations able to use their internal policies?

A89 Paragraph XVI titled Procurement from [the General Terms and Conditions for the Government Grant for INGOs](#) state that "All procurement shall be made in accordance with generally accepted principles and good procurement practices. The Finnish legislation on public procurement shall be applied if the Agency has

received more than half of the value of the procurement as an aid or subsidy from the Ministry or other Finnish governmental authorities (Act on Public Procurement and Concession Contracts 1397/2016).”

Please also see [Act on Public Procurement and Concession Contracts](#)