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საქართველოსთვის

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and Cooperation SDC

STRENGTHENING DEVELOPMENT IMPACT OF MIGRATION IN GEORGIA  
(STREAMinG)

# CALL FOR PROPOSALS GUIDELINES

FOR NON-PROFIT, NON-GOVERNMENTAL CIVIL SOCIETY ORGANISATIONS WORKING ON  
MIGRATION MATTERS IN GEORGIA

**DEADLINE FOR APPLICATION: 11 JULY 2022**

ICMPD/2022/2/STREAMinG/CP3/GEO

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## **I. INTRODUCTION**

### **ICMPD**

The International Centre for Migration Policy Development (ICMPD) is an international organisation with 19 Member States and more than 460 staff members. Active in more than 90 countries worldwide, it takes a regional approach in its work to create efficient cooperation and partnerships along migration routes. Its three-pillar approach to migration management – structurally linking research, migration dialogues and capacity building – contributes to better migration policy development worldwide. Migration is one of the most important political issues in current public debates and ICMPD strives to be an objective and fair-minded companion in this context. It aims to shape a nuanced discourse and facilitate dialogue between all relevant stakeholders. ICMPD bases its work on knowledge and solid evidence and has vast experience in bridging the gap between theory and practice. Thus, ICMPD is able to provide policymakers and politicians with the necessary groundwork to make critical decisions. ICMPD is present on the ground with capacity building activities in various areas of migration management. The Vienna-based organisation has a mission in Brussels, a Regional Office Mediterranean in Malta and 15 more Regional and Coordination Offices and duty stations. ICMPD receives funding from its Member States, the European Commission, the UN and other multilateral institutions, as well as bilateral donors. Founded in 1993, ICMPD holds UN observer status and cooperates with more than 240 partners including EU institutions and UN agencies. ICMPD has a long and successful cooperation history with Georgia. It started with participation of Georgia in regional projects and processes, such as Budapest Process and Prague Process, continued with providing expertise in preventing and fighting against trafficking of human beings, dealing with readmission and visa facilitation issues and integrated border management. Further, ICMPD and Georgian counterparts cooperated in the migration management field. In September 2013, the government of Georgia and ICMPD signed the Agreement of Cooperation, which was ratified by the Georgian Parliament in November 2013. This agreement further strengthened and developed cooperation between Georgia and ICMPD. Following the ratification of the agreement ICMPD established an office in Tbilisi, which was responsible for maintaining general cooperation with Georgian migration stakeholders and the implementation of the existing projects.

### **STREAMinG Project**

The EU-funded project “Strengthening Development Impact of Migration in Georgia” (STREAMinG) is designed to contribute to further cooperation between the EU and Georgia in order to unlock the positive impact of human mobility for the development processes in Georgia, as well as minimise the potential negative consequences of migration. The action primarily aims to assist Georgian partners in the implementation of the Migration Strategy (2021-2030) and its Action Plans (2022 and 2023) with a particular focus on mainstreaming the concept of migration and development into all sectoral areas, by ensuring achievement of Sustainable Development Goals (SDGs). In this way, the proposed action does not duplicate or overlap with the activities of the SCMI, but rather contributes to the efforts of the Government of Georgia in implementation of the strategic documents in the area of migration. Further, the programme intends to strengthen the development impact of migration in Georgia through a multi-faceted approach, targeted at capacity-building of all stakeholders, including empowering civil society organisations to actively participate in migration-related policy debates. The project includes the following specific objectives:

1. To unlock migration potential for development in Georgia;
2. To strengthen the capacities of SCMI member agencies on migration and development nexus;
3. To strengthen the capacities and accountability of civil society organisations in Georgia in order to actively participate in migration policy debate.

As stated above, the third component of the project focuses on increasing civil society engagement in migration policy debate, including feminisation of migration and other aspects of migration and gender nexus, as well as service delivery targeting migrants and/or returnees. Therefore, the proposed action seeks to cooperate with well-established and experienced CSOs that are already actively involved in the field of migration. Lessons learned from the EU-actions engaging civil society in Georgia demonstrated that networking and coalition-building remains credible and effective ways of participation in policy-making and development. Therefore, the grant programmes will be focused but not limited to reintegration, integration and inclusion, prevention of THB, support to vulnerable groups affected by migration, support of diaspora networks within the the region of origin for community development projects, and more. The provision of grants will be carried out with direct support from the European Union and co-financed by the Swiss Agency for Development and Cooperation.

## **II. CALL FOR PROPOSALS**

The call for proposals is released as part of the STREAMinG project's Component 3, with direct support from the European Union and co-financed by the Swiss Agency for Development and Cooperation is aimed to strengthen the capacities and accountability of civil society organisations in Georgia in order to actively participate in migration policy debate on local and community levels, as well as provide support to vulnerable groups, including refugees, victims of trafficking, migrants, returnees, etc. Acknowledging an important role played by non-profit, non-governmental civil society organisations (CSOs) in the overall development efforts in Georgia, the STREAMinG project will provide grants for implementation of projects by CSOs in the capital as well as in various regions of Georgia, along with the conditions specified in the below sections of these Guidelines for Applicants.

### **General objective**

The general objective of the Call for Proposals is to support and engage non-profit, non-governmental civil society organisations in Georgia in order to implement programmes and initiatives to benefit the population of Georgia in multi-thematic areas related to migration.

### **Specific objectives**

The specific objectives of the Call for Proposals is to engage CSOs in Georgia in initiatives undertaking the following priority areas:

1. Regional outreach and awareness raising on irregular migration focusing on prevention of trafficking in human beings (THB);
2. Assistance and support provision to one or several groups or persons in vulnerable situations on local community levels who are, affected by migration (such as: left behind family members including children, youth, women, or other; returnees; eco-migrants<sup>1</sup>; and more);
3. Building networks among regional/local CSOs and Georgian diaspora organisations abroad, in order to support reintegration of returning Georgian migrants through entrepreneurship initiatives, with a special focus on women and gender equality, particularly in rural areas;

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<sup>1</sup> Eco-migrants are environmentally displaced persons (persons affected by and displaced as a result of natural disasters in Georgia).

4. Support to returned migrants in participating in national grant programmes on social initiatives (projects related to income generating and livelihood) through advice and training;
5. Assistance and support provision to foreigners, integration and inclusion in the Georgian society, including their participation in vocational training programmes;
6. Provision of various support mechanisms in terms of integration, reintegration, and recovery initiatives in order to address the specific needs for: Ukrainian refugees arriving in Georgia, Ukrainian citizens stranded in Georgia before the invasion;
7. Establishment of cooperation among civil society organisations active in the field of migration and related fields in the capital as well as other regions of Georgia through creation of CSO network in Georgia and (online) platform for Georgian CSO network in order to empower CSOs to implement and participate in migration-related activities in Georgia.

Applications should pertain to (at least) one of the priority areas mentioned above. It is important that all projects consider gender equality and the protection of human rights as cross-cutting issues within their programmes. The project design and outcome should also benefit the overall development efforts in Georgia.

### **Scope of actions**

Applications should target the priority areas mentioned above, with the implementation benefiting those residing in Georgia, especially in rural areas of the country.

Actions can be implemented by an organisation or in a consortium of maximum two organisations, jointly implementing a project; diaspora organisations are encouraged to apply. Actions should be based on specific, clear, and achievable objectives, a realistic work-plan and achievable timeline as well as measurable outputs and outcomes.

All actions must be based on a clear sustainability analysis and demonstrate a possibility of duration beyond the timeline of the action (for example, complementarity with ongoing initiatives).

The following projects are particularly encouraged:

- Initiatives that are based on close cooperation with local authorities and private sector organisations; diaspora networks and diaspora cooperation projects and capacity-building activities;
- Initiatives that focus on gender equality and empowerment of women, especially in rural areas;
- Initiatives that are carried out in regions outside of Tbilisi.

### **Expected outcomes**

The expected outcomes of the Call for Proposals include:

1. Number of target groups such as migrants, left-behind women and children, returnees, eco-migrants, Ukrainian refugees benefited from services and direct support provided by CSO projects;
2. Better informed population in the regions of Georgia on risks related to irregular migration and THB;
3. Cooperation frameworks between Diaspora organisations and CSOs in Georgia established for active engagement in development processes in Georgia;
4. Reinforced cooperation among CSOs, central and local authorities in Georgia as well as enabling CSOs to participate in migration agenda implementation.

### III. FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING AUTHORITY

The overall indicative amount made available under this Call for Proposals is EUR 276,000. The contracting authority reserves the right not to award all available funds.

The requested grant amount for actions shall be:

- Minimum EUR 18,000;
- Maximum EUR 23,000 in case of sole applicants i.e. single organisation applying for a grant;  
or
- Maximum EUR 46,000 in case of multiple applicants i.e. Lead Applicant is applying with one co-applicant.

Within the framework of this call for proposals, the Contracting Authority may finance up to 100% of the total eligible cost of an action. The co-financing is not a mandatory requirement under this Call for Proposals. However, the absence of co-financing shall be duly justified in the Application Form (Annex A). The balance (i.e. the difference between the total costs of the action and the amount requested from the contracting authority) shall be financed from sources other than the European Union or ICMPD.

Issuance of this call for proposals does not constitute an award or commitment on the part of ICMPD to make any awards, nor does it commit ICMPD to pay for costs incurred in the preparation and submission of an application.

### IV. ELIGIBILITY

#### Eligibility of applicants

In order to be eligible the Lead Applicants shall be non-profit-making legal entities registered in accordance with the legal requirements of the Government of Georgia, and in case of diaspora organisations, legal entities registered in one of the EU member states, or in Ukraine according to relevant national legislation and be one of the following type of organisations:

- Civil Society Organisation;
- Non-Governmental Organisation<sup>2</sup>;
- Diaspora Organisation<sup>3</sup>.

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<sup>2</sup> Non-governmental organisation is an organisation: i) which is independent of the state as regards to its establishment and appointment of its personnel and administrators, ii) which is a non-profit legal entity.

<sup>3</sup> Diaspora organisation is a community created in accordance with the legislation of the state of residence (Law of Georgia on Compatriots Residing Abroad and Diaspora Organisations)  
<https://matsne.gov.ge/en/document/download/1524714/8/en/pdf#:~:text=Diaspora%20organisations%20shall%20ensure%20the,teaching%20the%20official%20language%20of>

Consortia of different types of organisations are recommended. Consortia of maximum two (2) applicants (i.e. Lead applicant plus maximum 1 co-applicant) are eligible.

Collaboration with local authorities (or local government organisations) and private sector organisations in the Action is recommended and highly encouraged but no grant will be given to local authorities and private sector organisations.

Co-applicants must satisfy the eligibility criteria as applicable to the lead applicant.

The applicants shall:

- Have financial and operational capacity to undertake the proposed Action.
- Have necessary professional competences and qualifications to complete proposed Action.

As a general principle, but in observance of the principle of proportionality, ICMPD shall exclude from participation applicants which were found in situations of:

- a) bankruptcy, insolvency or winding-up procedures;
- b) breach of obligations relating to the payment of taxes or social security contributions;
- c) grave professional misconduct, including mis-representation;
- d) fraud;
- e) corruption;
- f) conduct related to a criminal organisation;
- g) money laundering or terrorist financing;
- h) terrorist offences or offences linked to terrorist activities;
- i) Child labour and other trafficking in human beings.

In this respect, lead applicants, co-applicants are obliged to declare that they are not in one of the exclusion situations through a signed declaration on honour.

## **Eligibility of Actions**

### **General criteria**

- The duration of actions shall be minimum 6 months and maximum 8 months.
- Actions shall be completed by 31 May 2023.
- Actions shall take place in the territory of Georgia.
- Actions shall take into account a risk assessment for implementation, including an assessment for the current Covid-19 pandemic and similar events, with a mitigation plan describing how implementation can be ensured in the presence of community transmission, and/or preventive and restrictive measures (for instance, to movements).

- Actions shall not involve activities that could harm the safety and security of beneficiaries, partners and organisations during implementations, or otherwise expose them to risks (in any case, ICMPD shall not take any responsibility in this regard).
- The objective of the Action shall not be commercial.
- No grant may be awarded retroactively for Actions already completed.

#### **Eligible activities (non-exhaustive list)**

- Regional outreach and awareness raising campaigns and initiatives;
- Trainings and workshops, provision of vocational and other educational initiatives;
- Round-tables, expert discussions, and similar events;
- Advisory and consultancy services including psychological and legal support as well as direct medical assistance;
- Procurement of small-scale goods and technical equipment aimed at development of beneficiaries' capacities or to educational facilities, medical facilities, etc.;
- Production of video and other PR visibility material; Establishment of cooperation frameworks.

#### **Visibility**

The Beneficiary(ies) shall take all necessary steps to publicise the fact that the Contracting Authority and the European Union has financed or co-financed the Action. Such measures shall comply with the EUTF Toolkit for communication and the Communication and Visibility Manual for European Union External Actions<sup>4</sup>, laid down and published by the European Commission, and should insure the necessary visibility of the contracting authority.

Given the sensitivity of some actions, the visibility of the Contracting Authority and the European Union will be ensured taking into account the evolution of the local security context and according to the sensitivity of the activities carried out. So as not to threaten the security of the Applicant and its partners, the donor and the final beneficiaries, and in particular humanitarian organisations, in order not to compromise their principle of neutral and independent humanitarian action.

#### **Eligibility of costs**

##### **General criteria**

Only eligible costs can be covered by a grant. The categories of costs that are eligible and ineligible are indicated below. The budget is both a cost estimate and an overall ceiling for eligible costs.

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<sup>4</sup> [https://ec.europa.eu/international-partnerships/comm-visibility-requirements\\_en](https://ec.europa.eu/international-partnerships/comm-visibility-requirements_en)



In principle, only costs related to activities implemented after the signature of the grant contract can be considered eligible.

Eligible costs are actual costs incurred by the Beneficiary(ies) which meet all the following criteria:

a) they are incurred during the implementation of the Action. In particular:

- i. Costs relating to services and works shall relate to activities performed during the implementation period. Costs relating to supplies shall relate to delivery and installation of items during the implementation period. Signature of a contract, placing of an order, or entering into any commitment for expenditure within the implementation period for future delivery of services, works or supplies after expiry of the implementation period do not meet this requirement;
- ii. Costs incurred should be paid before the submission of the final reports. They may be paid afterwards, provided they are listed in the final report together with the estimated date of payment;
- iii. An exception is made for costs relating to final reports, including expenditure verification, audit and final evaluation of the Action, which may be incurred after the implementation period of the Action;
- iv. Procedures to award contracts may have been initiated and contracts may be concluded by the Beneficiary(ies) before the start of the implementation period of the Action, provided that the procurement rules of the Annex IV of the contract are respected.

b) they are indicated in the overall budget for the Action;

c) they are necessary for the implementation of the Action;

d) they are identifiable and verifiable, in particular being recorded in the accounting records of the Beneficiary(ies) and determined according to the applicable accounting standards of the country where the Beneficiary(ies) is established and according to the usual cost accounting practices of the Beneficiary(ies);

e) they comply with the requirements of applicable tax and social legislation;

f) they are reasonable, justified and comply with the requirements of sound financial management, in particular regarding economy and efficiency.

### **Eligible direct costs**

The following direct costs of the Beneficiary(ies) shall be eligible:

a) the cost of staff assigned to the Action, corresponding to actual gross salaries including social security charges and other remuneration-related costs; salaries and costs shall not exceed those

normally borne by the Beneficiary(ies), unless it is justified by showing that it is essential to carry out the Action;

b) travel and subsistence costs for staff and other persons taking part in the Action, provided they do not exceed those normally borne by the Beneficiary(ies) nor the rates published by the European Commission at the time of such missions;

c) purchase costs for equipment, other than vehicles, and supplies (new or used) specifically for the purpose of the Action, provided that ownership is transferred at the end of the Action when required.

d) costs of consumables;

e) costs entailed by contracts awarded by the Beneficiary(ies) for the purposes of the Action;

f) costs deriving directly from the requirements of the Contract (dissemination of information, evaluation specific to the Action, expenditure verification<sup>5</sup>, translation, reproduction, insurance, etc.) including financial service costs (in particular the cost of transfers and financial guarantees where required according to the Contract);

g) duties, taxes and charges, including VAT, paid and not recoverable by the Beneficiary(ies), unless otherwise provided in the Special Conditions.

#### **Indirect costs**

The indirect costs for the action are those eligible costs which may not be identified as specific costs directly linked to the implementation of the action and may not be booked to it directly according to the conditions of eligibility. However, they are incurred by the Beneficiary(ies) in connection with the eligible direct costs for the action. They may not include ineligible costs or costs already declared under another costs item or heading of the budget of this Contract.

The indirect costs incurred in carrying out the action may be eligible for flat-rate funding, but the total must not exceed 7% of the estimated total eligible direct costs.

The applicant(s) may be asked to justify the percentage requested before the grant contract is signed. However, once the flat rate has been fixed in the special conditions of the grant contract, no supporting documents need to be provided.

#### **Ineligible costs**

The following costs shall not be considered eligible:

a) debts and debt service charges (interest);

b) provisions for losses or potential future liabilities;

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<sup>5</sup> Please note that costs for expenditure verification should be foreseen in the budget. The applicant must bear in mind that in case of award of grant, the applicant will make the necessary arrangements for expenditure verification before the contract signature.

- c) costs declared by the Beneficiary(ies) and financed by another action or work programme receiving an ICMPD grant or European Union grant;
- d) purchases of land or buildings, except where necessary for the direct implementation of the Action, in which case ownership shall be transferred to the final beneficiaries and/or a local Beneficiary(ies), at the latest at the end of the Action;
- e) currency exchange losses;
- f) credits to third parties, unless otherwise specified in the Special Conditions.
- g) contributions in kind;
- h) financial support to third parties;
- i) purchase of vehicles.

### **No profit principle**

The grant may not produce a profit for the applicant(s) or co-applicant(s). Profit is defined as a surplus of the receipts over the eligible costs approved by the Contracting Authority when the request for payment balance is made.

## **V. HOW TO APPLY**

All applications must be received before the deadline of:

### **11 July 2022 at 17:00 Vienna local time**

Applications must be submitted on the ICMPD electronic Application Platform at <https://in-tendhost.co.uk/icmpd/aspx/Home> as described in the manual published on the same portal.

In case your organisation is facing difficulties to submit through our electronic Application Platform please contact us by email at [grants@icmpd.org](mailto:grants@icmpd.org) and we will provide support.

Lead Applicants must use the templates for Application Form (Annex A), Budget (Annex B) and all other required annexes listed below, available for download after registration on the ICMPD electronic Application Platform at <https://in-tendhost.co.uk/icmpd/aspx/Home>.

Lead applicants should keep to the format of the Application Form and Budget and fill in the paragraphs and pages in order. The Application Form and Budget should be completed carefully and as clearly as possible so that it can be assessed properly. Any major inconsistency or error in the application form or budget may lead to the rejection of the application. Applicants must apply in English. Hand-written applications will not be accepted.

Besides the Application form and the Budget, the lead applicants must submit the following documents:

- The statutes or articles of association of the lead applicant and (if any) of each co-applicant.

- The lead applicant must provide an audit report produced by an approved external auditor where it is available, and always in cases where a statutory audit is required by EU or national law. That report shall certify the accounts for up to the last 3 financial years available. In all other cases, the applicant shall provide a self-declaration signed by its authorised representative certifying the validity of its accounts for up to the last 3 financial years available. The external audit report is not required from (if any) the co-applicant(s).
- A copy of the lead applicant's latest accounts (the profit and loss account and the balance sheet for the last financial year for which the accounts have been closed). A copy of the latest account is not required from (if any) the co-applicant(s).
- Legal Entity Form (Annex C) duly completed and signed by each of the applicants (i.e. by the lead applicant and (if any) by each co-applicant), accompanied by the justifying documents requested there.
- Declaration of Honour (Annex D) signed by lead applicants and co-applicants certifying that they are not in one of the exclusion situations.

Documents must be supplied in the form of scanned versions of the originals (i.e. showing legible stamps, signatures and dates).

If the abovementioned supporting documents are not provided together with the application form the application may be rejected.

By submitting an application, applicants accept to receive notification of the outcome of the procedure by electronic means (through ICMPD electronic Application Platform). Such notification shall be deemed to have been received on the date upon which ICMPD sends it to the electronic address used for registration on the platform.

### **Clarifications and Correspondence**

Prospective applicants may submit questions on the ICMPD electronic Application Platform before the deadline specified under section "VII. INDICATIVE TIMELINE", specifying the publication reference.

Any clarification of the Call for Proposals Guidelines will be issued to prospective applicants simultaneously before the deadline as specified under section "VII. INDICATIVE TIMELINE" on the ICMPD electronic Application Platform. ICMPD has no obligation to provide clarifications after this date. It is advisable to consult the platform regularly in order to be informed of the questions and answers published.

To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, an action or specific activities.

### **Meetings and/or site visit**

Any prospective applicants seeking to arrange individual meetings with the contracting authority during the application period may be excluded from the Call for Proposals procedure.

## **VI. EVALUATION AND SELECTION OF APPLICANTS**

During the administrative and eligibility check the following will be assessed:

- If the deadline has been met. Otherwise, the application will be automatically rejected.
- If the application satisfies all the criteria specified in this guidelines for applicants. This includes also an assessment of the eligibility of the action. If any of the requested information is missing or is incorrect, the application may be rejected on that sole basis and the application will not be evaluated further.
- If the application and all the relevant supporting documents have been submitted and if they are in proper format. Any missing supporting document or any incoherence between the declaration and the supporting documents may lead to the rejection of the application on that sole basis.

Following the administrative and eligibility check, assessment of financial and operational capacity of the applicants would be performed. During assessment it will be verified whether applicants:

- have stable and sufficient sources of finance to maintain their activity throughout the proposed action and, where appropriate, to participate in its funding (this only applies to lead applicants);
- have the management capacity, professional competencies and qualifications required to successfully complete the proposed action. This applies to lead applicants and co-applicants.

After the above-mentioned checks have been performed, the applications will be examined and evaluated by the evaluators appointed by the contracting authority.

The actions will be selected through a points system on the basis of the award criteria.

The award criteria evaluate the quality of the applications in relation to the objectives and priorities set forth in this document, and to award grants to projects which maximise the overall effectiveness of the call for proposals. They help to select applications which the contracting authority can be confident will comply with its objectives and priorities. They cover the relevance of the action, its consistency with the objectives of the call for proposals, quality, expected impact, sustainability and cost-effectiveness.

Scoring:

| Section  | Maximum Score |
|--|---------------|
| <b>1. Relevance</b>  | <b>20</b>     |
| 1.1 How relevant is the proposal to the objectives of the Call for Proposals and to the specific areas or any other specific requirement stated in this guidelines? Are the expected results of the action aligned with the objectives and scope defined in these guidelines?  | 5             |
| 1.2 How relevant is the proposal to the particular needs and constraints of the target geographic area(s) and/or relevant domains (including complementarity with other development initiatives and avoidance of duplication)?   | 5             |
| 1.3 How clearly defined, and strategically chosen, are those involved (final beneficiaries, target groups)? Have their needs (as rights holders and/or duty bearers), and constraints been clearly defined, and does the proposal address them appropriately?  | 5             |
| 1.4 Does the proposal contain particular added-value elements (e.g. innovation, best practices, new approaches, new policy/institutional solutions, new operational approaches, new solutions for the environment, new solutions for vulnerable beneficiaries, etc.)?  | 5             |
| <b>2. Design of the action</b>   | <b>15</b>     |
| 2.1 How coherent is the design of the action? Does the proposal indicate the expected results to be achieved by the action? Does the intervention logic explain the rationale to achieve the expected results? Are the activities proposed appropriate, practical, and consistent with the envisaged outputs and outcome(s)? | 5             |
| 2.2 Does the proposal include credible baseline, targets and sources of verification? If not, is a baseline study foreseen (and is the study budgeted appropriately in the proposal)?  | 5             |
| 2.3 Does the design reflect a robust analysis of the problems involved, and the capacities of the relevant stakeholders?   | 5             |
| <b>3. Implementation approach</b>  | <b>20</b>     |
| 3.1 Is the Work Plan for implementing the action clear and feasible? Is the timeline realistic?  | 5             |
| 3.2 Does the proposal include an effective and efficient monitoring system? Is there an evaluation planned (previous, during or/and at the end of the implementation)?   | 5             |
| 3.3 Is the co-applicant(s)'s level of involvement and participation in the action implementation satisfactory? In cases when there are no co-applicants, the adequacy of the approach to implement the action solely by the lead applicant is demonstrated/evident.  | 5             |
| 3.4 Is the framework of collaboration/coordination with relevant stakeholders (LIST) satisfactory?   | 5             |
| <b>4. Sustainability of the action</b>   | <b>15</b>     |
| 4.1 Is the action likely to have a tangible impact on its target groups?   | 5             |
| 4.2 Is the action likely to have multiplier effects, including scope for replication, extension, dissemination, capitalisation on experience and knowledge sharing?  | 5             |
| 4.3 Are the expected results of the proposed action sustainable?<br>- Financially (e.g. financing of follow-up activities, sources of revenue for covering all future operating and maintenance costs).  | 5             |

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|--|-----------|
| - Institutionally (will structures allow the results of the action to be sustained at the end of the action? Will there be local 'ownership' of the results of the action?).<br>- At policy level (where applicable) (what will be the structural impact of the action — e.g. improved legislation, codes of conduct, methods).<br>- Environmentally (if applicable) (will the action have a negative/positive environmental impact?). |           |
| <b>5. Budget and cost-effectiveness of the action</b>  | <b>15</b> |
| 5.1 Are the activities appropriately reflected in the budget?  | 5         |
| 5.2 Is the ratio between the estimated costs and the results satisfactory?   | 10        |
| <b>Maximum total score</b>   | <b>85</b> |

If the total score of the evaluation is less than 55, the application will be rejected.

After the evaluation, a table will be drawn up listing the applications ranked according to their score. The highest scoring applications will be provisionally selected until the available budget for this call for proposals is reached. In addition, a reserve list will be drawn up following the same criteria. This list will be used if more funds become available during the validity period of the reserve list.

ICMPD will inform the selected organisations of the decision and/or recommendations Evaluation Committee to revise and fine tune the proposals (Budget, M&E framework, other sections of the Application Form etc.), where applicable.

Upon implementation of the Evaluation Committee's recommendation, the proposal should be resubmitted to ICMPD.

Following the decision to award a grant, the beneficiary(ies) will be offered a contract. By signing the application form the applicants agree, if awarded a grant, to accept the contractual conditions of the grant contract. Signed financial identification forms with bank details would be requested from the successful applicants prior to contract signature.

## VII. INDICATIVE TIMELINE

|  |   |
|--|---|
| 1. Online information session for interested organisations (Zoom webinar)    | <b>JUNE 2022 (Exact date will be shared via Clarification Note)</b> |
| 2. Deadline for requesting any clarifications from the Contracting Authority | <b>27 JUNE 2022</b>   |
| 3. Last date on which clarifications are issued by the Contracting Authority | <b>04 JULY 2022</b>   |
| 4. Deadline for submission of applications                                   | <b>11 JULY 2022<br/>at 17:00 Vienna local time</b>                  |
| 5. Administrative and eligibility check                                      | <b>JULY 2022</b>  |

|  |                       |
|--|-----------------------|
| 6. Evaluation Committee meetings         | <b>AUGUST 2022</b>    |
| 7. Signature of Grant Contract           | <b>SEPTEMBER 2022</b> |
| 8. Latest possible end of implementation | <b>31 MAY 2023</b>    |

This indicative timetable refers to provisional dates (except for 1, 2, 3 and 4) and may be updated by the contracting authority during the procedure.

## **VIII. ANNEXES**

### **Documents to be completed**

- A. Application Form
- B. Budget
- C. Legal Entity Form
- D. Declaration of Honour

### **Documents for information**

- Grant Contract (Special Conditions)
- Annex II: General Conditions
- Annex IV: Procurement by Grant Beneficiaries
- Annex V: Payment Request for Grant Contract and Financial Identification Form
- Annex VI: Model Narrative and Financial Report
- Annex VII: Terms of Reference for an Expenditure Verification of a Grant Contract
- Annex VII.I: Table of transactions and errors
- Annex VIII: Pre-financing Guarantee Form
- Annex IX: Transfer of Ownership of Assets
- Annex X: Provisional Financial Report and Forecast