



ICMPD

International Centre for
Migration Policy Development



BOMCA | БОМКА

BORDER MANAGEMENT
PROGRAMME IN CENTRAL ASIA

ПРОГРАММА СОДЕЙСТВИЯ
УПРАВЛЕНИЮ ГРАНИЦАМИ В
ЦЕНТРАЛЬНОЙ АЗИИ

BOMCA 10 1. Call for Proposals

2. Information Session



This project is funded by
the European Union

Agenda

Introduction & Timeline

Technical part

Administrative part

Q&A

Timeline

1. Online information session for interested organisations	13 June 2022 11:00 Vienna local time
2. Deadline for requesting any clarifications from the Contracting Authority	18 June 2022
3. Last date on which clarifications are issued by the Contracting Authority	23 June 2022
4. Deadline for submission of applications	28 June 2022 17:00 Vienna local time
5. Administrative and eligibility check	July 2022
6. Evaluation Committee meetings	July - August 2022
7. Signature of Grant Contract	September 2022

Technical part - Objectives of the Call

A part of BOMCA 10 Component 4 aimed at *improvement of cross-border cooperation for better living conditions in border areas through local economic development, with a focus on human rights, gender equality and support to vulnerable groups.*

Acknowledging **an important role played by non-profit civil society and non-governmental organisations (CSOs & NGOs) in supporting border communities in Central Asia**, BOMCA 10 will provide grants for implementation of CSOs & NGOs actions in the border areas.

The general objective of the Call for Proposals is **to support engagement of non-profit CSOs & NGOs working in the border areas of the Central Asian states in implementation of initiatives for the benefit of the border communities.**

Specific objective / Priority areas

To support engagement of non-profit CSOs & NGOs working in the border regions within CA in implementation of initiatives for the benefit of the CA border communities by awarding them with funding.

The following priority areas:

1. **Research and analysis** in the area of migration, cross-border and related areas;
2. **Awareness raising on irregular migration and trafficking in human beings prevention**, as well as on issues of concern for population affected by migration;
3. **Assistance to vulnerable groups of population affected by migration and border proximity** (in particular to children and women left behind by migrants);
4. **Support to entrepreneurship**, including social entrepreneurship initiatives, of all groups of population and among women, as a special category;
5. **Facilitation of CSOs and NGOs working in the border regions networks and forums** for discussing and cooperating in migration and cross-border areas.

Scope of actions

Applications shall target the aforementioned priority areas with the implementation benefiting the population residing in at least one border area of the five Central Asian states, as specified below:

- **Kazakhstan:** the Mangystau region, the Aktobe region, the Kyzylorda region, the Turkistan region, the Jambyl region, and the Almaty region;
- **Kyrgyzstan:** the Jalal-Abad region, the Batken region, the Osh region, the Chui region, the Issyk-Kul region and the Talas region;
- **Tajikistan:** the Khatlon region, the Sughd region, the Lakhsh district, the Rasht district, the Rudaki district, the Shahrinav district, the Murghob district and the Tursunzoda district;
- **Turkmenistan:** the Balkan region, the Daşoguz region ; and the Lebap region;
- **Uzbekistan:** the Andijan region, the Bukhara region, the Fergana region, the Jizzakh region, the Khorezm region, the Namangan region, the Republic of Karakalpakstan, the Navoiy region, the Qashqadaryo region, the Samarqand region, the Sirdarya region, the Surkhandarya region, and the Tashkent region.

Applications that target other border areas of the Central Asian states, not listed above, will not be considered.

Scope of actions

- The Actions can be implemented by a single CSO/NGO or in a consortium of two or more Central Asian CSOs and/or NGOs jointly targeting a border area of a Central Asian state.
- The Actions shall be based on specific, clear and achievable objectives, a realistic work plan and achievable timeline and measurable outputs/outcomes.
- The Actions must be based on a clear sustainability analysis and demonstrate possibility of duration beyond the timeline of the action (ex. complementarity with ongoing initiatives).

The following actions are particularly encouraged:

- Initiatives, targeting more than one Central Asian state and submitted by CSOs & NGOs from two or more countries for the implementation in a cross-border context;
- Initiatives, which are endorsed by or will be implemented in close cooperation with relevant local authorities of the Central Asian countries.

Agenda – Administrative part

Financial allocation

Eligibility criteria

Mandatory annexes and requested documents

Budget

Online application portal

Financial allocation provided by ICMPD

The overall indicative amount: **EUR 300 000**

The requested grant amount for actions shall be:

- Minimum **EUR 25 000**;
- Maximum **EUR 35 000** in case of a sole Applicant i.e. single organisation applying for a grant;
- Maximum **EUR 55 000** in case Lead Applicant is applying together with one or more co-applicants.

Co-financing

- ICMPD finances up to 100% of the total eligible cost of an action.
- Co-financing is not a mandatory requirement.
- Absence of co-financing shall be duly justified.

Eligibility of applicants I

In order to be eligible, the Lead Applicants must be legally registered in one of the Central Asian states and be one of the following types of non-profit organisations:

- Civil society Organisation;
- Non-Governmental Organisation¹;
- Public Association;
- Foundation;
- Research institution (public or private).

Grants will not be awarded to profit-making organisations.

¹Non-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.

Eligibility of applicants II

- Applicants must have a legal status to operate and implement projects in the border areas of their respective countries.
- Cooperation with local authorities¹ (or local government organisations) will be an asset. Applications cannot be submitted by local authorities or governmental institutions. The grants will not be awarded to local authorities or governmental institutions.
- Co-applicants must satisfy the eligibility criteria as applicable to the Lead Applicant.

¹Here and throughout the Call for Proposals Guidelines, “local authorities” refer to public authorities at the decentralised level in the Central Asian border regions.

Eligibility of applicants III

Operational and financial capacity

The applicants shall:

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

Exclusion criteria

- Exclusion of participation for organisations that found in specific situations such as bankruptcy or that have been convicted of certain illicit behaviour such as fraud.
- See Call for Proposals Guidelines for the complete list.

Eligibility of actions

- Duration: **minimum 6 months & maximum 12 months.**
- Actions shall take place in the territory of at least one of the five Central Asian states and be targeted to make an impact in the border areas as defined in the section *Scope of actions*.
- Actions shall take into account the current Covid-19 pandemic.
- 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.
- The objective of the Action shall not be commercial.
- No grant may be awarded retroactively for Actions already completed.

Eligibility of activities (non-exhaustive list)

- Organising and conducting research activities on migration and cross-border processes in the Central Asian region (with the focus on the border regions as defined in the Scope of actions Section of these Guidelines), as well as on the effects of migration processes on the border areas communities.
- Developing and conducting awareness raising campaigns aimed at mitigating the risks of irregular migration and promoting safe and ordinary migration among the border areas communities, as well as targeting the groups of population affected by migration.
- Providing *assistance* to vulnerable groups of population residing in the border areas, especially women and children left behind by migration.
- Providing *assistance* to population residing in the border areas in developing their entrepreneurship skills, in particular targeting social entrepreneurship and women led initiatives.
- Organising capacity development activities for stakeholders to raise their awareness on migration and cross-border issues.
- Organising cooperation platforms and forums for strengthening networking among CSOs, NGOs and local authorities.

Eligibility of costs I

- Only ‘eligible costs’ can be covered by a grant. Criteria for costs to be eligible are stated in the Call for Proposals Guidelines.
- The budget is both a cost estimate and an overall ceiling for ‘eligible costs’.

Types of eligible costs

- Direct costs
 - Incurred in the implementation of the project, summarized under the direct costs types “a) Staff” to “g) Taxes and duties”.
- Indirect costs
 - Costs which may not be identified as specific costs directly linked to the implementation of the action.
 - Shall not exceed 7% of the total eligible direct costs.
 - Percentage requested shall be justified in the application.

Eligibility of costs II

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;
- 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,
- 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) international travel outside of Central Asia;
- j) purchase of vehicles.

Mandatory annexes (Documents to be completed)

Annex A – Application Form

- To be submitted in English or Russian.
- If co-applicants included, all mandates to be signed by co-applicants.

Annex B – Budget

- To be submitted in English or Russian.

Annex C – Legal Entity Form

- To be submitted in English (Complementary translation available).
- To be provided and signed by all co-applicants.

Annex D – Declaration of Honour

- To be submitted in English (Complementary translation available).
- To be provided and signed by all co-applicants.

Note: Always use the standard templates available for download on the online application portal after registration.

Other mandatory requested documents

1. Statutes or articles of association

→ *To be provided by lead applicant and co-applicants.*

2. 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.

→ *To be provided by the lead applicant only.*

3. A **copy of the latest accounts** (the profit and loss account and the balance sheet for the last financial year for which the accounts have been closed).

→ *To be provided by the lead applicant only.*

Note: The documents in the national Central Asian languages shall be submitted along with the certified translation into English or Russian.

Budget

Budgets are broken into six sections:

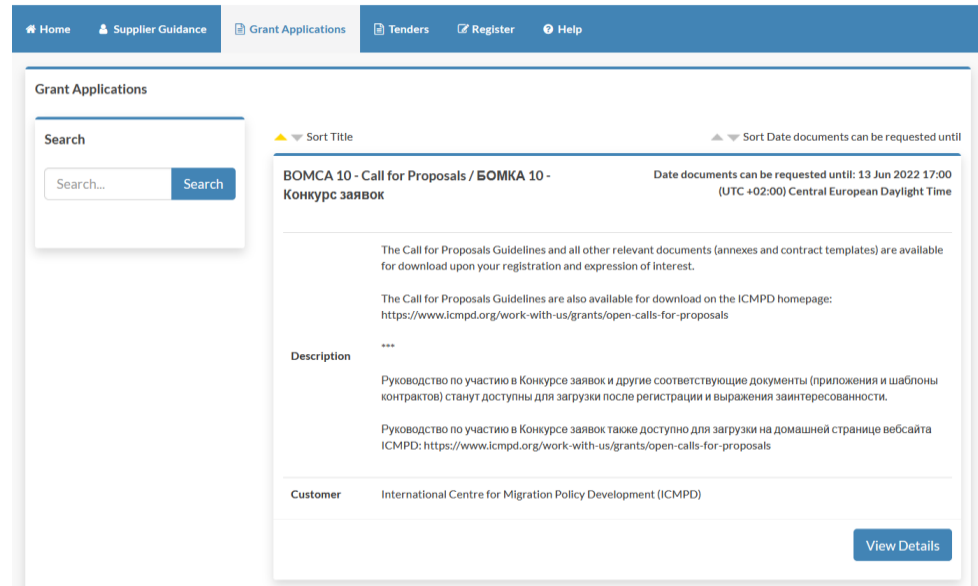
1	Human Resources	HR costs for local & international staff and Per diem costs
2	Travel	Local & international travel costs
3	Equipment and supplies	Vehicle rental, Equipment & supplies costs
4	Local office costs	Vehicle maintenance, utilities, communication, etc.
5	Other costs, services	Publication, research, evaluation, audit, visibility, etc.
6	Other costs	Main activity costs are captured here
8	Contingency reserve	Maximum 5% of 7, subtotal of direct eligible costs of the Action
10	Indirect costs	Maximum 7% of 9, total direct eligible costs of the Action

Online application portal (In-Tend)

- ICMPD is using an online application portal for Calls for Proposals:

<https://in-tendhost.co.uk/icmpd.aspx/Home>

- **No hard copies have to be submitted, applicants submit their applications through the portal only.**
- All communication with the applicants is handled through the *Correspondence* and *Clarifications* functions of the portal.



The screenshot displays the 'Grant Applications' section of the In-Tend portal. The navigation bar includes 'Home', 'Supplier Guidance', 'Grant Applications', 'Tenders', 'Register', and 'Help'. A search box is visible on the left. The main content area shows a list of applications, with the first entry being 'BOMCA 10 - Call for Proposals / БОМКА 10 - Конкурс заявок'. The entry includes a 'Description' section with text in Russian and English, and a 'Customer' field identifying the 'International Centre for Migration Policy Development (ICMPD)'. A 'View Details' button is located at the bottom right of the entry.

Best practice

- Use a checklist before submission
 - Do you satisfy all eligibility requirements?
 - Are all the requested documents attached?
 - Have all documents been signed by all relevant parties?
- Submit documents that are readable.
- Finalize your application and submit before the deadline. Late submissions are non-compliant and will be rejected!
- In case of doubt, use the clarification function on the online application portal.

Questions & Answers



All the best for your applications!

