

## The Support Programme to the Africa-EU Migration and Mobility Dialogue

(MMD III)

GRANT FACILITY

### 1. CALL FOR PROPOSALS

Publication reference: ICMPD/2024/1/MMD/GF/AU

#### CLARIFICATION NOTE N°3

*Published on 29/05/2024*

**Note 1:** Most of the questions that have been received concerning this call for proposals can be answered by **carefully reading** the Guidelines for Grant Applicants (Guidelines).

**Note 2:** Please note that in the interest of equal treatment of applicants, the Contracting Authority does not give a prior opinion on the eligibility of a lead applicant, a co-applicant, an action or specific activities.

**Note 3:** The Clarification Note is available in English and French, with the English version prevailing.

#### Overview of the Call for Proposals

**(Please refer to the Call for Proposals Guidelines, section “1. OVERVIEW OF THE CALL FOR PROPOSALS”)**

**Question 1:** In the call for proposal guidelines, five priority thematic areas are identified. Shall we address all five priority thematic areas or focus on only one or two of them?

**Answer 1:** Please refer to the Concept Note and Full Application forms (Annex A & Annex C) provided in [ICMPD Electronic Application Platform](#).

While a proposed action may fall under multiple thematic areas, applicants are kindly asked to select the main JVAP priority domain to which the action contributes. If pertinent, applicants can describe under the relevant sections of the Concept Note how the proposed Action also contributes to additional domains.

## Eligibility of Applicants and Actions

***(Please refer to the Call for Proposals Guidelines, section “2, RULES FOR THIS CALL FOR PROPOSALS”)***

**Question 2: We're established in Democratic Republic of Congo and would like to know if DRC is part of the Khartoum Process and if a Civil Society Organization from DRC is also eligible for this call for proposals.**

**Answer 2:** Please note that in the interest of equal treatment of applicants, the Contracting Authority does not give a prior opinion on the eligibility of a lead applicant, a co-applicant, an action or specific activities.

Please refer to section 2.2 of the Guidelines on eligibility of applicants (lead and co-applicants). Lead applicants must be registered in either an African Union (AU)<sup>1</sup> Member State; OR a European Union (EU) Member State<sup>2</sup>. Lead Applicants registered in the EU must have co-applicant(s) that are registered in an AU Member State. However, African-led diaspora organizations based in EU Member states are not required to have a co-applicant registered in the AU. Co-applicants must be registered either in an African Union Member State or in a European Union Member State.

The full list of Khartoum Process and Rabat Process partner countries can be found on the Dialogues' respective websites: [khartoumprocess.net](http://khartoumprocess.net) and [rabat-process.org](http://rabat-process.org).

**Question 3: Can two separate legal entities, an organization in Kenya and a Diaspora organization (HQ), be part of two proposals (one as co-applicant and the other as lead-applicant)?**

**Answer 3:** Separate legal entities may participate in different proposals, but each must adhere to specific restrictions regarding their roles across different applications.

Please note that:

- The lead applicant may not submit more than 1 (one) concept note application (and thereafter full application) under this call for proposals.
- The lead applicant may not be a co-applicant in another concept note application (and thereafter full application) at the same time.
- A co-applicant may not be the co-applicant in more than 1 (one) concept note application (and thereafter full application) under this call for proposals.

Failure to adhere to these conditions might result in disqualification from the Call for Proposals (please refer to Section 3.1 of the Guidelines).

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<sup>1</sup> The list of the 55 AU Member State at the time of publication of this Call for Proposals can be found [here](#).

<sup>2</sup> The list of the 27 EU Member State at the time of publication of this Call for Proposals can be found [here](#).

## Budget & Eligibility of Costs

*(Please refer to the Call for Proposals Guidelines, section “2. RULES FOR THIS CALL FOR PROPOSALS, Eligibility of costs” for the list of eligible and ineligible costs.)*

**Question 4: Can associate organisations deliver services within the project as subcontractors of the lead organisation? This would mean that they would have a contract with the lead organisation and receive funds from them.**

**Answer 4:** Associate organizations may be involved in the action to play a support role to lead and co-applicants, or to create synergies. However, they are not eligible to receive funding from the Grant Facility. They do not have to meet the eligibility criteria referred to in Section 2.2 of the Guidelines. They may be state actors such as local government authorities operating at sub-national level, intergovernmental organizations, or aid agencies of partner countries (Please refer to Section 2.2).

**Question 5: Can the lead applicant contract services to entities outside of the grant agreement?**

**Answer 5:** The grant beneficiaries and their affiliated entities are permitted to award for the delivery of goods and services related to the project activities. Please refer to Sections 4 and 5 of Annex IV-Procurement by Grant Beneficiaries provided in "Documents for Information" to consult ICMPD rules on sub-contracting for grant beneficiaries.

**Question 6: Footnote 6 of Annex D Budget states that the total cost of human resources should not exceed 30% of the total direct eligible costs. This provision seems inadequate to support research projects. Could clarify whether it is possible to derogate from this provision for a research project?**

**Answer 6:** The rule that human resource costs should not exceed 30% of total direct eligible costs is aimed at ensuring financial balance within the project's expenditure. There are no exceptions to this rule specific to research projects (Please refer to Section 2.4 of the Guidelines).

Please refer to Annex D – Budget. The total HR costs to which the 30% limitation applies correspond to heading 1 “human resources” of the budget template (internal staff that are on payroll, hired by institution as staff or personnel). The costs related to the contracting of consultants, hired for specific assignment/service according to specific terms of references, are not part of HR costs and should be included in budget line 3.1 “consultants fees”.

**Question 7: Please note that the total cost of human resources should not exceed the 30% of the total direct eligible costs.” Does this apply to each member of the consortium separately, or to the consortium overall?**

**Answer 7:** The 30% limitation on human resources costs applies to the total direct eligible costs of the action, and therefore to the costs incurred by the whole consortium (Please refer to Section 2.4 of the Guidelines). Maintaining the same proportion for each consortium member is recommended but not mandatory.

#### Evaluation

*(Please refer to the Call for Proposals Guidelines, section “3. APPLICATION AND EVALUATION”)*

**Question 8:** The guideline states, "the establishment of consortia is highly recommended and will be taken into consideration in the evaluation scoring." What does this mean?

**Answer 8:** Projects funded by the Grant Facility are expected to promote multi-country and multi-actor cooperation, including through the establishment of consortia and the promotion of North-South cooperation and/or South-South cooperation. Therefore, the inclusion of co-applicant(s), particularly through the establishment of consortia, is highly recommended and will be taken into consideration in the evaluation scoring. In case of no co-applicants, the evaluation score will be decreased (see Section 3.7 of the Guidelines).

#### How to register and apply

*(Please refer to the Call for Proposals Guidelines, section “3. APPLICATION AND EVALUATION”)*

**Question 9:** Under the bottom "upload company document", it asks for "account", ISO accreditations, etc. This is not clear. Would you please make this clear for us?

Please follow the instructions given in the “How to register and Apply Guideline”:

[English Guidelines](#)

[French Guidelines](#)

Should you encounter any difficulties while registering or submitting your application, please contact [grants@icmpd.org](mailto:grants@icmpd.org).

**Question 10:** How can we be sure that our registration is completed?

**Answer 10:** You will receive a notification email after submitting your application. Please note that, once you click on the «submit return» button, no alterations or retrievals of the application will be possible.