Global Poverty Action Fund (GPAF) Community Partnership Window Round 3 - Concept Note Stage: Frequently Asked Questions (FAQ)

Introduction

The purpose of this document is to provide answers to some of the frequently asked questions about the GPAF Community Partnership Guidelines for Applicants and the application process. This document has been designed to accompany the GPAF Community Partnership Guidelines for Applicants and is broken down into the same sections. You can navigate to the relevant area of the document using the hyperlinks in the table of contents below.

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Questions relating to:

1. GPAF Programme Objectives

No questions - see GPAF Community Partnership Guidance to Applicants

2. Specific focus of the GPAF Community Partnership window

Which Millennium Development Goals (MDGs) does DFID consider to be 'off-track'? I seem unable to find this on the website or within the supporting documentation.
DFID does not define which MDGs are off-track. This varies from country to country and also within countries. It is therefore up to applicants to present locally relevant evidence identifying the status of MDG achievement.

We receive a high volume of questions asking for comments on specific project ideas and whether or not they would be acceptable.
In the interests of fairness to all applicants, we regret that we are unable to provide specific guidance to applicants relating to individual project ideas. Your concept note should demonstrate <u>how</u> your idea fits with the specific objectives of the GPAF and this specific funding round.

Can health services, for example, be a component of projects funded in this round?
Project components not directly related to jobs and livelihoods may be funded as elements of a project if a strong case is made that this is essential for the success of the main component (focusing on jobs and livelihoods).

3. Further clarification of the GPAF general objectives

No questions - see GPAF Community Partnership Guidance to Applicants

4. GPAF and Value for Money

How do we calculate value for money if much of the impact is after the end of the project?
It is important for concept notes to demonstrate how the proposed project will lead to tangible changes within the lifetime of the project. However, if further change and benefits are likely to be achieved beyond the life of the project, the nature and magnitude of the anticipated changes should also be described.

5. GPAF and Gender

Would a project that delivered service to women only be considered gender discriminatory if the benefits of the project would reach the whole community?
This would not be considered to be discriminatory, but we would still expect the men to be involved in the project design and implementation as appropriate. Please refer to the Gender & The GPAF guidance document for further guidance on gender.

6. Applicant eligibility

GPAF Guidelines point 6.2 states that organisations which are members of a 'wider confederation, network and family members of PPA holders' are ineligible for GPAF funding. Why is this and how does DFID define 'wider network and family members'?
PPA holders are excluded from applying for GPAF funding in order to extend the opportunities for other organisations. As PPA funding can be used to support

'related' organisations, these are also considered ineligible. In order not to be considered as members of a PPA 'wider network or family' applicants must, as a minimum, be able to demonstrate that they are fully independent and autonomous organisations and share no common governance features with a PPA holder. Common governance features may include (but are not limited to), voting rights, centralised decision-making powers, shared board members or trustees, shared articles of association or shared mission.

7. Project partners

Are there caveats regarding partnering with government agencies?
Governmental & inter-governmental organisations (or any other organisation which reports directly to government) may be collaborative partners but not implementing partners. That is to say, they should not manage GPAF grant funds directly.

8. Consortium applications

No questions - see GPAF Community Partnership Guidance to Applicants

9. GPAF Community Partnership window - What can and cannot be funded?

GPAF Guidelines point 9.3: Country *X* is an eligible GPAF project country. Can we submit a concept note targeting citizens of country *X* that are living in refugee camps in country *Y*, even if country *Y* is not an eligible GPAF country, as the citizens in question are officially under the protection of country *X*?
Projects for country X must take place within the borders of country X or another eligible GPAF project country. As country Y is not an eligible GPAF project country, this project would not be acceptable under the GPAF programme criteria.

GPAF Guidelines point 9.3: Are we able to submit a concept note for a project taking place in more than one country?
It is possible to submit an application for a project to be carried out in more than one country. However, all project countries must be in the list of eligible project countries as published on the DFID website.

GPAF guidelines 9.4: Could you please offer more clarification on what is meant by the term "technical assistance"?
Technical assistance in this context is considered to be the provision of know-how in the form of, for example, training, peer support or skills sharing to facilitate change for durable impact. The know-how and skills should be unique to the GPAF applicant, such that they are not deliverable by civil society in-country.

GPAF Guidelines point 9.5: We understand that DFID does not want a significant proportion of its grants to be spent on construction, but what about projects focused on addressing poverty with the provision of housing, water points, sanitation units that reduce poverty in a very measurable way?

The guidance states that major capital items cannot be the primary focus of the proposed initiative. This is intended to avoid funding of buildings and equipment that are not supported by other project components or approaches to ensure that the capital expenditure contributes to a sustainable poverty reduction outcome.

10. How to apply for funding under the GPAF Community Partnership window

GPAF Guidelines point 10.1: Can we submit our own version of the concept note document or must we complete the template document provided?

Please use the template document provided on the GPAF web page. Any applications that are not submitted in the correct format will be considered invalid.

GPAF Guidelines point 10.5 & 10.6: Is there a requirement to submit copies of our audited accounts at concept note stage?

No. Accounts are not required at the concept note stage. However, if you are invited to submit a full proposal, you will need to provide a copy of your most recent audited or independently examined accounts.

GPAF Guidelines point 10.5 & 10.6: Are we required to submit a detailed project budget at concept note stage?

No. There is no requirement for this at concept note stage. If your concept note application is successful, you would then be expected to complete a budget template at proposal stage.

GPAF Guidelines point 10.6: We are currently awaiting the outcome of an application from a previous funding round. If this previous application was to be successful, what would the position be about having another application in process under the new funding round?

You are welcome to submit further concept notes while waiting for the decision on an application to a previous funding round. Receiving a confirmed grant while having new applications in process is not a problem, unless the new application would take the applicant organisation beyond the maximum allowable number of GPAF grants (please refer to section 9.6 of the Guidance to Applicants document).

GPAF Guidelines point 10.7: Can I submit draft versions of my concept note for approval?
No. We cannot comment on draft concept note submissions. The guidelines and forms provide advice on what is and what is not eligible. However we can provide clarification in response to any specific questions about the published guidance.

GPAF Guidelines point 10.7: Are you able to offer me advice on what type of things I should include in my concept note?
No. In the interests of fairness and consistency to all applicants, we are unable to advise individual applicants on what they should or should not include in their concept note applications. The guidelines and forms provide advice on what is and what is not eligible. However, if you have a specific query relating to any aspect of the guidance material, we are able to offer clarification, so please do not hesitate to email us.

GPAF Guidelines point 10.7: Can we include graphs, charts, etc. in our concept note?
*You may include such material within the concept note if you wish. However, please note that these may only be included as part of an answer to a specific question in section 3 of the concept note, must be included in the appropriate section , and **will be counted as part of the four pages allowed for this section**. Any additional material which is not incorporated into section 3 of the concept note will not be assessed.*

Is there an acceptable variance in budget costings between the concept note and full proposal stages?
It is expected that there will be variations in costings between stages, so it would be acceptable provided that the grant request amount is still the maximum allowable grant amount of £250,000 or less. Please note that at proposal stage we would expect all items included in your project budget to be fully justified.

If my application was rejected at proposal stage in the previous round and I wish to resubmit an application for the same project will I have to apply at concept note stage, or will my application go straight through to proposal stage?
If your proposal was not accepted in a previous funding round, and you wish to submit a new application for the same project, you will have to begin the application process again, i.e. you will have to submit a new concept note, which in the interests of fairness and consistency to all applicants would then be considered alongside the other concept notes submitted in that new round.

11. Appraisal of concept notes

Are the assessment criteria weighted?

The two assessment criteria are defined in the Guidelines. There is a 60:40 weighting in favour of the criteria 'The potential poverty impact' criterion.

12. Notification of outcome and next steps

No questions - see GPAF Community Partnership Guidance to Applicants

13. Other frequently asked questions about GPAF Community Partnership

Where can I find a list of successful grantees from previous rounds of GPAF Community Partnership and see a rough overview of the projects?
Summaries of grants awarded under the GPAF Community Partnership window are published on the GPAF web page:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/263176/Innovation-Grant-Awards-dec13.pdf

The Guidance to Applicants document does not give a proposed start date for projects. This would be extremely helpful, when in talks with partners and colleagues, so we can plan timings.
Bearing in mind the time that it will take to conduct assessments, the due diligence and grant setup processes, and allow for proposal and project development, we expect that a realistic project start date for this funding round would be no earlier than December 2014.

On the GPAF web page, under the heading Criteria for Applicants' the first row on the table is for Proposed Value (estimated) and the adjacent boxes indicate 10% of funding for Community Partnership and 90% for Impact. Can you clarify what this means?
The percentages refer to the estimated proportion of available GPAF funds that will be used for the Community Partnership and Impact funding windows respectively.

Can we resubmit a concept note?
You may submit a concept note for a project previously presented at concept note stage; however, you would be expected to have taken into account the feedback that you have previously received, as well as showing whether and how the context in which you are proposing to work may have changed.

Can we submit similar concept notes for different countries?
You may submit concept notes for projects using similar methodologies. You would however be expected to demonstrate appropriate knowledge of the different contexts in which you are proposing to work and your concept notes would be expected to demonstrate that you have made appropriate modifications

to the project design and estimated impact on poverty according to these contexts.

If we currently hold other GPAF grants, should we refer to these projects in our concept note?
You should refer to and demonstrate any relevant learning from these projects.