



Foreign &  
Commonwealth  
Office

Prosperity Fund  
Central Programmes Bidding Round

**FREQUENTLY ASKED QUESTIONS**

Financial Year 2015/16  
Prosperity Fund

## PROJECT FAQs

### 1. Can a project cover more than one thematic area?

A project can cover more than one thematic area. However, there is a risk that a project covering more than one theme or condition for growth could lose its strategic focus and be unrealistic in its aims.

### 2. Do you have priority countries for the Prosperity Fund?

The Prosperity Fund is mostly allocated to Embassies/High Commissions in Prosperity Fund priority markets including Africa, Brazil, China, India, Latin America regional, Mexico, UKDel OECD, South Africa, South East Asia regional, South Korea, and Turkey. Priority posts run their own bidding rounds, the details of which can be found on individual posts' websites. Please see the list of UK Missions overseas [here](#).

However, we recognise that high-impact projects can also take place in non-priority countries. Therefore, for FY 2015/16 we are allocating up to £2m for high-impact projects for non-priority countries or for multi-country, regional, global or thematic activity.

Bids for priority countries will not be accepted unless they have a multi-country, regional, global or thematic focus.

### 3. Do you fund research projects?

Yes, but only if the research will be used or disseminated to create impact and deliver measurable change during the project timeline.

## BIDDING PROCESS FAQs

### 4. Is the start date fixed?

No. Projects can start any time between 1 April 2015 and the end of the financial year, ie 31 March 2016, but we recommend that projects start as close to 1 April as possible in order to maximise the time to deliver the project. Please note: project activities cannot start before the appropriate contract has been signed.

### 5. Is the end date fixed?

Yes. All projects should end by 28 February 2016 in order to provide time to close down the project before the end of the financial year.

### 6. Can we bid for multi-year funds?

No. We do not yet have a 2016/17 programme allocation so all projects must complete in the 2015/16 financial year.

### 7. Will there be a second bidding round in 2015/16?

This is unlikely. All Prosperity Fund central programme funds will be committed during a single allocation round.

**8. How much funding is available?**

In FY 2015/16, up to £2m will be available for Prosperity Fund central programmes for high-impact projects for non-priority countries or for multi-country, regional, global or thematic activity.

The Prosperity Fund is not an appropriate source of funding for small tactical activity. As a guide, we would expect project bids to be greater than the value of £80,000, to reflect the strategic nature of the programme and the need for high impact.

You should bid for what you think the project will cost to deliver.

**9. What about non-Official Development Assistance (ODA) countries?**

Project proposals are accepted for non-ODA eligible countries. However, the majority of funding will go to ODA countries, and only a very small percentage of the available funding can be spent in non-ODA eligible countries. Please see the [OECD website](#) for a list of ODA eligible countries.

**10. Do you welcome projects that are joint-funded?**

We welcome projects jointly funded with other donors as a way of increasing impact and enhancing coordination. All projects must demonstrate how they complement the efforts of other donors and bring added value. We strongly encourage projects that seek to secure future funding from other bodies (e.g. EU, UN) for follow-on work.

**11. Can you accept more than one proposal per implementer?**

Yes, but during the final assessment of projects, the programme Board will take into consideration the spread and capacity of implementers when making their final funding decisions.

**12. How are multi-country projects managed?**

It is the responsibility of the potential implementer to secure agreement of one Embassy/High Commission to oversee a multi-country project. This must be set out in the proposal. The FCO project officer would be responsible for overseeing the project, liaising with FCO staff in other relevant countries, and ensuring monitoring is completed in each country.

**13. How are the project proposals assessed in London?**

All applications are sifted first to ensure that the projects meet the key criteria (value for money, strategic fit, evidence of local demand, project viability, project design and impact, sustainability, risk and stakeholder management) and have all the necessary documentation attached. The top-rated proposals go to the Prosperity Fund central programme Board for final assessment and selection.

The Prosperity Fund central programme Board comprises of policy and project experts, as well as independent members.

**14. Can International Organisations bid?**

Yes.

**15. Does an organisation have to be a not-for-profit organisation to receive grant funding?**

No. It isn't necessary for a recipient to be a not-for-profit organisation. However, in many cases it is likely that the applicant for grant funding will be a not-for-profit organisation.

If a commercial organisation is successful in submitting a project a commercial contract is required.

**BUDGET FAQS**

**16. Do you pay Per Diems (daily allowances)?**

No. We will reimburse reasonable actual costs. These must be clearly broken down in the activity based budget (ABB).

**17. Do you buy equipment? (not including basic stationary for training etc.)**

Programme funds should not be used to purchase equipment, such as laptops, vehicles etc, unless the provision of the item is essential to the delivery of the project.

**18. Do you pay staff costs?**

Yes, for staff working directly on the project (e.g. project managers, trainers etc.). You should ensure that costs are reasonable, and include the seniority of the staff member and the percentage of time they will be working on the project. This should be broken down in the ABB as the rate per hour or day. Please note:

- the FCO will not pay for staff benefits that are not required by local law; and,
- for staff working indirectly on the project, such as finance staff or senior management, these costs should be included under administration costs.

**19. How are implementers paid?**

The standard wording of the Grant Contract is to pay implementers quarterly, 3 months in arrears.

**20. Do you pay administration costs?**

Yes. However, the combined total of management fees, overheads and administration costs must not exceed 10% of the overall project cost. Administration costs should be broken down into component parts.