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**Development Initiative for Northern Uganda (DINU)**

11th European Development Fund

**Under the Financing Agreement No. FED/2016/038-781**

**Call for Concept Notes**

Reference: EuropeAid/164469/Indirect Management/ACT/UG

**CLARIFICATIONS TO QUESTIONS RECEIVED**

**2ND SET OF QUESTIONS: Nos. 12-150**

Publication Date: 14 June 2019

| **N°** | **QUESTIONS** | **ANSWERS / CLARIFICATIONS** |
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| **QUESTIONS AND ANSWERS RELATED TO THE PROGRAMME OBJECTIVES AND PRIORITY ISSUES UNDER SECTION 1.2 OF THE GUIDELINES FOR APPLICANTS** | | |
|  | - In applying for Lot 2, should the application only address Result 3.3 and it’s or it should also include Result 3.1, 3.2 and 3.4?  - Is the land component under activity 1.1.6 in the DINU Financing part of this Call?  - Does one literally have to adhere to the objective (SO1), results (1.1-1.3) and related activities as shared in the Guidelines for Applicants under section 1.2, or can one reformulate them in accordance with the Guidelines? May one add sub-activities to the activities? | As specified under section 1.2 of the Guidelines for Applicants, page 6, Lot 2 covers part of Result 3.3 of the DINU programme, activities 3.3.1 and 3.3.3.  Refer to priority issues, page 6, and specific considerations for Lot 2, page 9 regarding the complementarities with the other DINU components and/or other programmes in the area of good governance and accountability.  As specified under section 1.2 of the Guidelines for Applicants, proposed actions under Lot 1 must cover all results and related activities (7).  Refer to the footnote page 5 of the Guidelines for Applicants. More activities may be included if deemed relevant to achieve the results. Also activities (not OS1 and results) can be reorganised. |
|  | - Are applicants limited to focus on the value chains in the scoping study when preparing proposals?  - Can an applicant limit the number of value chains they focus on even when some value chains cut across multiple regions and clusters?  - Can other viable agro-commodities, which are not in the pre-identified value chains, be added to the DINU profile enterprises, and if so how many are acceptable per sub county?  - Do applicants have to address all or specific value chains in the Scoping Study?  - How many are acceptable per sub region? / are applicants limited to only the value chains highlighted in the scoping study?  - Would you be able to provide clarification on eligible value chains/crops for the action – are the crops recommended in the Scoping Study the only eligible choices, or can one propose other crops?  - In reference to the value chain approach, the call indicates that “applicants should select a limited number of value chains relevant for the livelihoods zones in which the proposed clusters are located…”. Does the contracting authority have a preference for the number of “limited” value chains that the applicant should target (i.e 1-3, 3-5, etc.)?  - Of the proposed primary value chains, can the applicant also propose secondary value chains for crop integration?  - One of the market opportunities for cassava for farmers in the Northern region is the ethanol market which has different uses including liquor.  The liquor market is quite big.  Therefore, is ethanol for liquor acceptable? Is the market for cassava flour for beer making acceptable? | As specified in section 1.2 of the Guidelines for Applicants, the value chain approach is a specific consideration for Lot 1.  There is no minimum or maximum number by the applicant to be supported specified in the Guidelines for Applicants.  Applicants should propose an updated assessment of the priority commodities in their applications as specified on page 8 in the Guidelines for Applicants under the value chain approach. Based on this assessment, applicants could propose to support other value chains/commodities as the ones identified in the Scoping Study. |
|  | - Could you confirm if low input farming mentioned in the Guidelines for Applicants excludes the use of fertilisers, hybrid seeds and chemicals?  - Does the EU have international standards or criteria for assessing carbon impact or applicants can use the IFC standards? | The Call does not provide guidance on these topics. Proposed actions should be based on an assessment of the situation made by the applicants.  Applicants should give special attention to the environment and have a positive impact on the environment when selecting commodities and increasing productivity as specified under the specific considerations for Lot 1 in section 1.2 of the Guidelines for Applicants, page 8.  Refer to the EU Guidelines N°6 on integrating environment and climate change EU international cooperation and development <https://ec.europa.eu/europeaid/sites/devco/files/guidelines-env-climate-change-sust-dev-20160201_en.pdf>. |
|  | - Should applicants addressing the element of improved diversity of crop and animal products mentioned in the Guidelines for Applicants focus on either crops or animals or both? | Proposed actions should be based on an assessment of the situation made by the applicants.  As specified in activity 1.1.1 under Lot 1, proposed actions should facilitate the adoption and production of either diversified food crops or animal products or both. |
|  | - Can an applicant take up actions relating to nutritional governance in districts which are not supported by UNICEF?  - How far will the project support the LPTM (Long term permanent method) and LARC (Long acting reversible contraceptives) under Activity 1.3.2 (Increase the use of effective family planning methods with the aim of decreasing the number of teenage pregnancies and increasing child spacing which address both nutrition and population growth issues.)?  - Is it allowed to do procurement and distribution of selected medicines like iron and folic acid tablets, de-worming tablets; nutrition supplies like vitamin mineral powder sachets and ready to use therapeutic feeds with funds from the grant?  - Is there a possibility to fund capacity building activities in the health sector service delivery? | Proposed actions should be based on an assessment of the situation made by the applicants.  Refer to the 1st specific consideration for Lot 1 related to nutrition activities (sensitive and specific) on page 7. Refer to the footnote page 5 of the Guidelines for Applicants. More activities may be included if deemed relevant to achieve the results.  As specified page 6, proposed actions under Lot 1 must cover all the results and related activities under all the 3 result areas. If additional activities are deemed relevant to reach the objectives of the programme, they could be added. The proposed activities should be based on an assessment of the situation made by the applicants.  Refer as well to the Action Document of the DINU programme (link provided under footnote 1 of the Guidelines for Applicants, page 4). |
|  | - Considering that result areas 1 and 2 seem to contribute to result 3, do these 3 result areas under Lot 1 have the same weight?  - Can an applicant include ideas in the Concept Note which are outside the results and actions indicated in the Guidelines for Applicants?  - Can a Concept Note address new ideas outside the proposed actions?  - Does the Call focus on proposals that only address the gaps, or new geographical areas of existing activities or new activities that help to complete the gaps? | The Concept Note must address the specific objectives, result areas and activities for each lot as specified in section 1.2 of the Guidelines for Applicants. Moreover, the applicant should consider the priority issues for Lots 1 and 2 and the specifications considerations for each lot as specified in section 1.2, pages 6-9. As specified page 6, proposed actions under Lot 1 must cover all the results and related activities under all the 3 result areas.  The proposed activities should be based on an assessment of the situation and of the needs made by the applicants. If additional activities are deemed relevant to reach the objectives of the programme, they could be added. Activities under result areas 1 and 2 are different than activities under result 3. |
|  | - To avoid spreading thin, what is the minimum number of households to consider in an application? | The Call does not define the minimum of households to be covered. The number of households to be covered should be based on an assessment of the situation made by the applicants and the expected impact of the proposed action. |
|  | - Can one work with refugees who are based in eligible districts?  - Is there a provision under this Call to support refugees? | The Call does not provide guidance on the status of the beneficiaries. However, applicants should note that “in refugee receiving districts where humanitarian and mid-and long-term development programmes are ongoing, it will be important to demonstrate the proposed complementarities using a "Nexus" lens ˮ. Refer to priority issues for Lot 1 and Lot 2 under section 1.2 of the Guidelines for Applicants, page 6. |
|  | - Does it matter if different results are emphasized in one region more than the other, or must they all be applied equally in all regions?  - Does the volume of activities in the different regions matter, or it is the applicant to determine?  - Must all results be achieved in all the districts selected, or it is for the applicant to determine? | As specified in section 1.2 of the Guidelines for Applicants, page 6, proposed actions under each lot must cover all the results and related activities while taking into account the specific considerations as well the priority issues relevant for the lot they apply for.  Therefore, the applicant should determine the actions according to the needs in specific regions considering the above requirements and ensuring all the results and activities for each lot are implemented in all the proposed areas of intervention. |
|  | - Is there any background information about the performance of districts to assist in selecting districts for implementation under Lot 2? | The Guidelines do not provide this kind of information. Applicants should make their own assessment of the situation. |
| **QUESTIONS AND ANSWERS RELATED TO THE FINANCIAL ALLOCATION UNDER SECTION 1.3 OF THE GUIDELINES FOR APPLICANTS** | | |
|  | - Can a request for Euro 3 million be used in 01 sub-region only?  - Is the maximum and minimum amount one can apply for determined at the level of the lead applicant, co-applicant or affiliates? | Refer to section 1.3 of the Guidelines for Applicants, pages 9-10 for the size of grants.  The Call does not specify the minimum and maximum amount for each of the partners within a consortium. |
|  | - Since the 10-25% co-funding is not from EU funding or in-kind contributions what are the other financing options available?  - Is funding from the EU trust fund eligible as co-funding?  - Is it allowed to pick funds from another running project as co-financing  - Can one include a complementary action as co-funding so long as it is not from EDF?  - How will districts raise the co-funding if grants are awarded after the 2019/20 national budget, which has resource allocation to districts, has been approved? | As specified in section 1.3 of the Guidelines for Applicants, page 10, applicants are required to provide a co-financing of 10 to 25% from other sources than the European Union, including funding from the EU Emergency Trust Fund for Africa.  Applicants should use their own resources or funding from another donor, if these resources contribute to cover the expenditures of the action. |
|  | - Is there any condition under which in kind contribution can be accepted?  - Can you clarify when you state that “in kind contributions may not be considered”?  - Since in-kind contributions are not eligible costs, does it mean that the co-financing of between 10-25% must be in cash? | In kind contributions cannot be treated as co-financing as specified in section 2.1.5 of the Guidelines for Applicants, page 18.  The resources treated as co-financing should contribute to cover the expenditures of the action. |
|  | - The scoping study allocated EUR 500,000 towards the nutrition component. Could you clarify on the budget amount for nutrition under this Call and the balance between the other two results  - Is the budget for nutrition under activity 1.1.3 capped at Euro 500,000?  - Does the programme consider the population in the region when allocating resources to a cluster? | The amounts in the Scoping Study were indicative. The budget allocation of seven activities under the three result areas of Lot 1 is to be determined by the applicant in the proposed action.  There is no prior allocation of resources to clusters/districts/sub-regions for this Call. Applicants should make their own assessment of the situation. |
|  | - Is the applicant permitted to budget for infrastructure activities under the DINU project? If so, is there a preference for the budget to allocate?  - Must the balance of software and hardware, required under specific consideration for balancing the investments under Lot 1, be equal (50/50) or it can vary in any way? | The proposed activities should be based on an assessment of the situation and of the needs made by the applicants.  The balance between hardware (tangible and physical outputs) and software (training and capacity building) under Lot 1 is to be determined and justified by the applicant in the proposed action, as specified under the specific considerations for Lot 1 in section 2.1 of the Guidelines for Applicants, page 8. |
|  | - What was the consideration for allocation of resources under Lot 1 and 2? | The Guidelines for Applicants do not provide this kind of information. |
| **QUESTIONS AND ANSWERS RELATED TO THE ELIGIBILITY CRITERIA**  **UNDER SECTION 2.1 OF THE GUIDELINES FOR APPLICANTS** | | |
|  | - What is the rationale for the difference in initial planned duration between lot 1 and lot 2?  - Can they both have the same duration? | The Guidelines for Applicants do not provide this kind of information.  As specified in section 2.1.4 of the Guidelines for Applicants, page 14, the minimum and maximum durations for Lot 1 and Lot 2 are different. |
|  | - Can an applicant apply for both Lot 1 and lot 2 at the same time?  - Could one clarify whether one can apply for only one or two lots?  - Can one submit two separate applications in two different lots? | An applicant can apply for both Lot 1 and Lot 2 subject to the maximum number of applications and grants per Lead applicant/Co-applicant/affiliated entities as specified under section 2.1.4, page 16 of the Guidelines for Applicants. |
|  | - Could you clarify on the role of the lead applicant and the co-applicant? | Refer to section 2.1.1 of the Guidelines for Applicants, page 11 and 12. |
|  | - Is it a must that a lead applicant must submit a Concept Note with a co-applicant?  - How many co-applicants should be considered by the lead applicant? | As specified in Section 2.1.1, page 12, co-applicants are obligatory. The Call does not specify the maximum number of co-applicants per action. |
|  | - Will co-applicants come as a consortium under a lead applicant or as third parties?  - Can a lead applicant or co-applicant sub-grant to other partners?  - Is the EUR 60,000 non-essential financial support to third parties relating to the entire project period or it is annual? | As specified in section 2.1.1, page 12, co-applicants participate in designing and implementing the action, and the costs they incur are eligible in the same way as those incurred by the lead applicant. In section 2.1.4, page 15, it is specified that under this Call, financial support to third parties is not considered essential to achieve the objective of the action. Therefore, co-applicants and third parties are different. Lead applicants and co-applicants can sub-grant to third parties to a maximum of EUR 60,000 and the maximum amount of EUR 60,000 is for the entire period of the proposed action. Refer to section 2.1.4 in the Guidelines for Applicants, page 15, which describes the conditions for financial support to third parties. |
|  | - Experience has shown that lead applicants who are mainly international NGOs take a lot of time to accept to work with some of the local institutions/NGOs. How will you consider local NGOs that are not interested to work with international NGOs? | Refer to section 2.1 of the Guidelines for Applicants where the eligibility criteria are listed for the lead applicant, co-applicant(s), affiliated entity(ies), associates and contractors. |
|  | - Could you identify some of the lead partners in previous EU/EDF funded programmes for potential partnerships with local organisations under this Call? | The Guidelines for Applicants do not provide this kind of information.  As specified under section 1.2 of the Guidelines for Applicants, page 7, applicants are strongly encouraged to build strong partnerships for implementation of activities, in particular with local partners. |
|  | - Is a Joint Venture (local Social Enterprise) strong enough as a structural link to consider a shareholder as an Affiliate Entity in the Consortium?  - Is it acceptable if the Lead applicant (iNGO), one of the Co-Applicants (CSO) and one Affiliate Entity (private Company) are shareholders of the same company/Social Enterprise (Joint Venture)?  - Is a Joint Venture (local Social Enterprise) strong enough as a structural link to consider a member of the Steering board of the Joint Venture as an Affiliate Entity in the Consortium? | Please refer to sections 2.1.1 and 2.1.2 of the Guidelines for Applicants. The relationship between the lead applicant, co-applicant and affiliated entities will be verified using supporting documents submitted with the Annex A of the Grant Application. |
|  | - Do existing DINU Implementing Partners eligible for grants under this Call?  - If an organization is already in contractual agreement to implement DINU activities with one of the implementing partners (DFID/TMEA, GIZ, UNCDF or UNICEF), will they still be eligible to apply either as Lead Applicant or Co-Applicant or both?  - Are non-DINU activities implemented by DINU Implementing Partners satisfy the requirements under the priority issue relating to complementarities between activities under lots 1 and 2? | According to section 2.1.1 of the Guidelines for Applicants, page 12, implementing partners who have already signed a contract with the European Union under the DINU programme are not eligible as applicants. Their partners however are eligible to apply as lead applicants, co-applicants and/or affiliated entities, and/or associates as specified under section 2.1.1, 2.1.2, 2.1.3 of the Guidelines for Applicants.  As specified in section 1.2 of the Guidelines for Applicants under the 1st priority issue for Lot 1 and Lot 2, applicants should seek complementarities with ongoing interventions implemented by DINU Implementing Partners and/or are encouraged to coordinate and complement other relevant existing programmes and/or GoU initiatives in Northern Uganda. These activities should be relevant to the programme objectives/results/activities. |
|  | - Could you provide more clarity on partnerships-how many/ what is the limit? | As specified under section 1.2 of the Guidelines for Applicants, page 7, applicants are strongly encouraged to build strong partnerships for implementation of activities, in particular with local partners. No limit is foreseen for partnerships. Partners will either be lead applicant, co-applicant(s), affiliated entity(ies), associate(s) or third party(ies). |
|  | - Please can you confirm if the no profit rules would apply in the case of the involvement of a company with a for-profit company in a proposal? | According to section 2.1.1 of the Guidelines for Applicants, page 11, it should be noted “that grants under this Call shall not have the sole purpose of producing a profit within the framework of the action or the work programme. In case, a private sector organisation is selected for a grant, this element shall be clarified and validated during Step 2 of the application process.” |
|  | Could zonal offices in the beneficiary region be considered as permanent offices of the applicant? | Refer to section 2.1.1 of the Guidelines for Applicants where it is required that applicants "have an operational presence in the Republic of Uganda and, if possible in the proposed areas of intervention with a permanent office and technical staff" |
|  | - What measures are in place to ensure that all DINU districts benefit from this Call?  - What is the minimum number of districts to select if you are applying in various regions?  - Is there a limit on the number of districts per region? How many districts should an applicant target per region?  - Can one confirm that Concept Note does not have to cover all districts of the sub-region chosen?  - Is it a must that if one implements actions in two regions that one must cover all eligible districts in each region or can one select specific districts?  - Should interventions cover the entire district or can be implemented in some sub-counties, municipal or town councils?  - How many districts per sub region is considered effective for minimum acceptable outreach?  - When selecting a cluster, must you target all districts in that cluster? | Actions must take place in Northern Uganda in the 33 eligible districts plus the newly created and operating districts of the following sub region(s): Acholi, Karamoja, Lango, Teso and West Nile, as specified in section 2.1.4 of the Guidelines for Applicants (page 14).  The Call does not specify the minimum or maximum number of districts per sub-region or cluster. The number of districts to be covered in chosen sub-region(s) or cluster(s) or within the district(s) is to be determined by the applicant based on the proposed action(s). |
|  | - Why do some districts appear in more than one cluster? | Refer to the DINU Scoping Study (2017). The study can be found on this link:<https://eeas.europa.eu/delegations/uganda/30044/scoping-study-development-initiative-northern-uganda-final-report_en>.  As specified in section 1.2 of the Guidelines for Applicants under the specific considerations for Lot 1, page 8, applicants should refer to the preliminary identification of clusters presented in the Scoping Study but could propose and justify additional clusters. |
|  | - What are the 16 core districts and what makes them core?  - What is the implication if the 16 core districts are not considered in a Concept Note?  - Is there any obligation that the 16 core districts must be part of choices in the region selected for implementation or applicants can spread the intervention in any of the 33 districts?  - The call mentions working in the core districts (cluster) and you can select some other ones by also clustering. Does this mean that although adhering to all activities mentioned in the call, we can still differentiate in the emphasis we put on core districts and other districts (that is: cover part of additional districts with all activities or less input /funds to the other districts)?  - Are the 11 districts not indicated in any cluster eligible under this Call? | The 16 core districts were identified – based on specific selection criteria - in the DINU Scoping Study (2017). The study can be found on this link:  <https://eeas.europa.eu/delegations/uganda/30044/scoping-study-development-initiative-northern-uganda-final-report_en>.  Actions must take place in Northern Uganda in one or more of the following sub region(s): Acholi, Karamoja, Lango, Teso and West Nile, and in the 33 eligible districts plus the newly created and operating districts as specified in section 2.1.4 of the Guidelines for Applicants (page 14). The relevance of covering the 16 core districts is to be determined by the applicant based on the proposed action(s).  As specified in the specific considerations for Lot 1 page 8, applicants could propose and justify additional clusters than those preliminary identified in the Scoping Study. |
|  | - Since there was no mention of actions implemented in Amuria and Katakwi Districts by implementing partners, can an applicant consider actions in these districts?  - Is the new district of Nabilatuk which has been cut out of Nakapiriprit district eligible under this Call?  - Are new districts created from eligible mother districts eligible under this grant?  - Nebbi district as of July 2017 was split into two districts-Packwach and Nebbi? Does this cover only Nebbi district or both?  - Should new districts already created be clearly defined and reflected in the Guidelines for Applicants? | As specified in section 2.1.4 of the Guidelines for Applicants page 14, Amuria and Katakwi are part of the eligible districts in the Teso sub-region and newly created districts are eligible. If new districts are already created and targeted by the applicant, this should be reflected in the Concept Note. |
|  | - Given that cooperatives, associations and Local Governments have specific geographical coverage, can they be allowed to cover other districts and geographical areas beyond their defined boundaries? | The Guidelines for Applicants do not provide guidance on this specific question. Proposed actions should be based on an assessment of the situation made by the applicants.  Actions must take place in Northern Uganda in one or more of the following sub region(s): Acholi, Karamoja, Lango, Teso and West Nile, and in the 33 eligible districts plus the newly created and operating districts as specified in section 2.1.4 of the Guidelines for Applicants (page 14).  Refer as well to the specific consideration related to Partnerships under section 1.2 of the Guidelines for Applicants, page 7. |
|  | - Are costs associated with preparing a proposal eligible in case the applicant is awarded a grant? | Costs incurred prior to signing a grant contract are not eligible costs for grants awarded under this Call, as they do not comply with Article 14 of the General Conditions (Annex II of Annex G – Standard Grant Contract). |
|  | - Can a grant be used to purchase an equipment or set up a facility that is crucial to enable either the farmers, processing/buying company to achieve the desired quality of the product in question ie one that is demanded by the market?  - Would a cost of an equipment costing Euro 500,000 for drying cassava be acceptable since it creates the market for farmers?  - Would a vehicle to transport the fresh cassava be acceptable?  - Is a rotating loan fund to farmers an eligible cost under Lot 1? | To be eligible under this Call for Concept Notes, costs must comply with the provisions of Article 14 of the General Conditions to the Standard Grant Contract (see Annex G of the Guidelines for Applicants).  Refer to the Action Document of the DINU programme (link provided under footnote 1 of the Guidelines for Applicants, page 4) for more information on the results and activities of the programme. |
|  | - Can either a lead applicant and or a co-applicant enter into a contractual arrangement with an individual consultant or a company to provide consultancy services to either the lead applicant and or a co-applicant to realize expected results under this call? | Refer to section 2.1.3 of the Guidelines for Applicants, page 14, for entities which are not applicants nor affiliated entities.  To be eligible under this Call for Concept Notes, costs must comply with the provisions of Article 14 of the General Conditions to the Standard Grant Contract (see Annex G of the Guidelines for Applicants). |
|  | - If an organization has a verified indirect rate that is higher than the 7% indirect rate established by the European Union, can the difference between the organization’s indirect rate and the EU’s indirect rate be categorized as cost share as these are real expenses the organization must pay regardless of the EU’s policy? | The maximum eligible indirect rate under this Call shall not exceed 7% of the total direct eligible costs of the action as specified in section 2.1.5 of the Guidelines for Applicants, pages 17-18. |
|  | - Is the release modality for the grant result based or a pre-determined advance? | Following an award of a grant, funds for implementing the action shall be released in accordance with Article 4 of the Special Conditions in the Standard Grant Contract as set out in Article 15.1 of the General Conditions (Annex II of Annex G – Standard Grant Contract). |
| **QUESTIONS AND ANSWERS RELATED TO THE SUBMISSION OF THE CONCEPT NOTE AND THE SUPPORTING DOCUMENTS UNDER SECTIONS 2.2 AND 2.4 OF THE GUIDELINES FOR APPLICANTS** | | |
|  | - Section 2.2.2 in the Guidelines for Applicants (where and how to send Concept Notes) indicates that Concept Notes may be submitted between 08:30 to 17:00 hours. However, sections 2.2.3 (Deadline for submission of Concept Notes) and 2.5.2 (Indicative timetable) in the Guidelines for Applicants indicate that the deadline for submission of Concept Notes is 15:00 hours? Could you clarify on the timelines for submission?  - Is the updated deadline date and time (27 June 2019 at 15:00 hours) reflective of both the hand delivery and electronic submission? | Concept Note and requested supporting documents in sealed a envelope shall be received between Monday to Friday from 08:30 to 17:00 hours prior to the deadline for submission of tenders. However, on the last day of submission, i.e. 27 June 2019, the deadline for receipt is 15:00 hours East African Standard Time.  The submission should be done by registered mail, private courier service or by hand-delivery (a signed and dated certificate of receipt will be given to the deliverer) to the address specified in section 2.2.2 of the Guidelines for Applicants, page 20. No electronic submission is foreseen under this Call. |
|  | - Where is the link to the grant application form in the annexes? | The Grant Application form, which is Annex A of the Guidelines for Applicants, can be obtained from the websites of the Ministry of Finance, Planning and Economic Development: <https://www.finance.go.ug/> , of the Office of the Prime Minister: [https://www.opm.go.ug/](https://www.opm.go.ug/%20and%20on%20the%20website%20of%20the%20European%20Union%20Delegation%20to%20Uganda:%20https://eeas.europa.eu/delegations/uganda_en%20) and of DG International Cooperation and Development: <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> |
|  | - According to page 4: There is no specific template for the Concept Note but the lead applicant must ensure that the text: does not exceed 10 pages (A4 size) of Arial 10 characters with 2 cm margins, single line spacing, excluding summary of the action (1.1.1) and summary budget (1.1.6). Could you please confirm if there is a specific template for the Concept Note and that that the summary budget is under section 1.1.7 and not section 1.1.6?  - Does the rule of Arial 10, 2cm margins, single line spacing apply to the whole document or only to the 10 pages A4 size? | As specified under the instruction for drafting the Concept Note in Part A of the Grant Application Form, page 4 of Annex A, there is no specific template for the Concept Note. If using their own template to describe the action applicants must follow the instructions. The maximum number of pages (10) relates to the text of the Concept Note under section 1.1 "Description of Action". It excludes the two tables which are part of this section, 1.1.1 "Summary of the action" and 1.1.7 "Indicative summary budget".  The rule of using Arial 10 characters with 2 cm margins, single line spacing, applies to the text. Applicants are strongly encouraged to use the existing formatting to the greatest possible extent for the tables under section 1.1 and for the tables and text under sections 1.2, 2-8 of the Grant Application Form, Annex A. |
|  | - In addition to the budget in the application form should one submit the budget in Annex B? | Annex B to the Guidelines for Applicants is requested for the Full Application only as specified in Part B of the Grant Application Form, under section 2.1.6, page 26 (Annex A). |
|  | - For the submission of the hardcopies of the Concept Note to the noted address, in the original copy, is it necessary for co-applicant statement(s) to be provided as originals rather than scans, or would scanned copies suffice, provided the declaration of the applicant is an original signature?  - Besides the Concept Note (as per format A) one needs to deliver the documents related to section 2.4 and document related to the presence in Uganda. Should the supporting documents be printed once (and in one envelope with the CN) and delivered on USB?  - The checklist for the CN (page 19 of Part A, Grant application form) mentions under 13 that supporting documents in line with Section 2.4 have been provided. The call Guidelines mention on page 25 under 2.4 that this only applies for provisionally selected applications. Please confirm that the Guidelines are leading?  - Section 2.3 in the Guidelines for Applicants (Evaluation and selection of applicants) indicates that supporting documents must be submitted at the time of submission of Concept Notes. However, section 2.4 (submission of supporting documents for provisionally selected applications) indicates that supporting documents shall be considered at the negotiation stage. Should the supporting documents be submitted at the time of submitting the Concept Notes or during the negotiation stage?  - The mandates for the co-applicant/associates are part of the CN template, so you would expect that you have to send them at CN stage (per 27 June), but the Guidelines (page 20, under 2.2.2) mention that only the Declaration by the lead applicant is required. This is confusing, please confirm that the Guidelines are leading?  - Should all requested supporting documents be submitted and enclosed in one envelope with the Concept Note?  - Please can you confirm if supporting documents should be submitted together with the Concept Note or when provisionally selected? | As specified in section 2.2.2 of the Guidelines for Applicants, page 20, the Concept note together with its relating checklist and declaration by the lead applicant must be submitted in one original and two copies. An electronic version of these documents should also be submitted on a CD-Rom or USB stick.  Supporting documents must be submitted at the time of the Concept Note supplied in the form of originals, photocopies or scanned versions (i.e. showing legible stamps, signatures and dates) of the said originals. If submitted in scanned version, they should be added on to the CD-Rom or USB stick. If submitted in hard copy, one set of the supporting documents should be enclosed in the same envelope as for the Concept Note with its relating checklist and declaration by the lead applicant.  As specified in section 2.4 of the Guidelines for Applications, page 25, the lead applicant is requested to supply the supporting documents listed together with the Concept Note.  The administrative check during Step 1 (see page 23) will ensure the supporting documents requested have been fully provided at the time of submitting the Concept Note. On page 24, it is stated that the eligibility verification will be performed on the basis of the supporting documents only for concept notes that will be provisionally submitted before informing applicants on the results of the evaluation. |
|  | - What do you mean when you refer to current accounts in the Guidelines for Applicants?  - Does the reference to latest accounts required as supporting documents refer to bank accounts? | Lead applicants latest accounts (profit and loss account and the balance sheet for the last financial year in which the accounts have been closed) are considered as part of the supporting documents as specified in section 2.4 (4) of the Guidelines for Applicants, page 26. |
|  | - Isn’t it too early to ask for a bank account in Step 1 due to the procedures that follow? | The financial identification form of the lead applicant, certified by the bank to which the payments will be made is requested with other supporting documents at the time of submitting the Concept Note as specified in section 2.4 of the Guidelines for Applicants, pages 23 and 24. If the lead applicant has already submitted a financial identification form in the past for a contract where the European Union was in charge of the payments and intends to use the same bank account, a copy of the previous financial identification form may be provided instead. |
|  | - What documents do you expect to prove: “The lead applicant and co-applicant(s) have an operational presence in the Republic of Uganda and if possible, in the proposed areas of intervention with a permanent office and technical staff”? | By completing the required supporting documents specified in Section 2.4 of the Guidelines for Applicants as well as pages 8-11 and 11-16 of Annex A, the experience, the identity and registration of the lead applicant, co-applicant(s) and affiliated entity(ies) shall be verified. |
|  | - Could you please confirm that, as stated in 2.2 of the Call Guidelines (page 19), registration in the PADOR system is not required in CN and FP stage? | Information in PADOR will not be drawn upon in this Call. However, if lead applicants, co-applicant(s) and affiliated entity(ies) are registered in PADOR, this will ease the eligibility verification. |
| **QUESTIONS AND ANSWERS RELATED TO THE EVALUATION AND THE DECISION UNDER SECTIONS 2.3 AND 2.5 OF THE GUIDELINES FOR APPLICANTS** | | |
|  | - Who are the stakeholders in the evaluation of the Concept Notes? | An Evaluation Committee appointed by the Contracting Authority will be established to carry out the evaluation and selection of applicants as specified in section 2.3 of the Guidelines for Applicants, page 22. |
|  | - What is the level of involvement of the European Union in the selection process of successful applicants? | The European Union observes the entire evaluation and award process and endorses the decision of the Contracting Authority recommending the award of contracts. |
|  | - Since districts are eligible to apply, doesn’t it give them preferential treatment if an applicant wants to partner with them? | Concept Notes will be equally evaluated as described in section 2.3 of the Guidelines for Applicants, pages 22-24. |
|  | What is the total number of grants to be awarded in the 5 sub-regions? | There is no defined number of grants to be awarded. As specified in section 2.3 of the Guidelines for Applicants, page 24, the number of Concept Notes which will be selected for Step 2 will be reduced, taking account of the ranking, to the number of Concept Notes which is considered adequate to reach the objectives of the programme. It is noted that this number will be decided independently of the available budget for this Call as the budget of the proposed action is only indicative at this stage. |
| **QUESTIONS AND ANSWERS RELATED TO THE ACTIVITIES**  **OF THE IMPLEMENTING PARTNERS** | | |
|  | - Are the District Nutrition Action Plans developed with UNICEF standardized for all districts or different for each district?  - Will the business hubs in Kotido and Lira mentioned in the Scoping Study be implemented when the DFID/TradeMark East Africa action only focuses on the Gulu Logistics Hub?  - What does the dedicated blended finance facility (support to Agricultural revitalization and transformation fund) i.e. START cover or what is supposed to be spent on?  - What is the purpose of Local Government Excellence Fund?  How is supposed to be used or be spent on? | This question relates to interventions implemented by DINU Implementing Partners.  At Step 1, only refer to Annex I of the Guidelines for Applicants as well as to the presentation made during the information sessions on the various components and accessible on the websites of the Ministry of Finance, Planning and Economic Development: <https://www.finance.go.ug/>, of the Office of the Prime Minister: [https://www.opm.go.ug/](https://www.opm.go.ug/%20and%20on%20the%20website%20of%20the%20European%20Union%20Delegation%20to%20Uganda:%20https://eeas.europa.eu/delegations/uganda_en%20) as well as of DG International Cooperation and Development: <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>. |
|  | - What is the role of implementing partners in supporting applicants to develop their proposals? | At Step 1, no direct contact with DINU Implementing Partners is allowed in order to ensure equal treatment of applicants.  Discussions will take place between the selected applicants with implementing partners at Step 2 in order to ensure synergies and complementarities. |
| **OTHER QUESTIONS AND ANSWERS**  **RELATED TO THE DINU CALL FOR CONCEPT NOTES** | | |
|  | - Is it possible to upload these very important presentations early before 16 June 2019? | The presentations have been uploaded at the following on the websites of the Ministry of Finance, Planning and Economic Development: <https://www.finance.go.ug/>, of the Office of the Prime Minister: [https://www.opm.go.ug/](https://www.opm.go.ug/%20and%20on%20the%20website%20of%20the%20European%20Union%20Delegation%20to%20Uganda:%20https://eeas.europa.eu/delegations/uganda_en%20) as well as of DG International Cooperation and Development: <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> |
|  | - Is there a toll-free line to communicate any malpractice? | Please report suspected improper activities to the Inspectorate of Government through the following website: https://www.igg.go.ug  The website has an option of ''Report a case''. |
|  | - In the DINU Action document what is meant by item 7 given as DAC code(s) as indicated below? What do the percentages mean? While Rural development has 100%, the summation of all other percentages is more than 100%? 43040 – Rural development - 100%; 31120 – Agricultural development - 18%; 31130 – Agricultural land resources - 6%; 31140 – Agricultural water resources - 3%; 31150 – Agricultural inputs - 4% ; 31161 – Food crop production - 9%; etc. | The Guidelines for Applicants do not provide guidance on this specific question which is not relevant for this Call. |
|  | - Can the Programme increase the percentage of women beneficiaries in the youth component under the DINU MAPE from 30% to at least 50%?  - Is there a possibility to increase the percentage of women youth trained from 30% to 50% under MAPE Result 1?  - Besides the Baraza initiative in the MAPE do you have any other modality to monitor accountability and enhance transparency? | These questions are not related to this Call.  No additional information is provided in the Guidelines for Applicants.  Proposed actions should be based on an assessment of the situation made by the applicants. |
|  | - Who owns the intellectual property rights from the implementation of the action? Is it Government, the EU or the applicant? | Refer to the provisions of Article 7 of the General Conditions to the Standard Grant Contract (see Annex G of the Guidelines for Applicants). |