

## Call for Proposals: Fit for the future

### Frequently Asked Questions

No.	Question	Answer
1	<p>My project does not fall in the geographic area of focus described in the call. Can I still apply?</p>	<p>Geographical focus areas for this call are urban environments in Romania, Ghana, Senegal, Egypt, Morocco, Tanzania, India (Rajasthan or Odisha), Vietnam, Colombia, Ecuador and Indonesia.</p> <p>Projects having multiple implementation or participating sites must have at least 50% of the budget dedicated to implementation in one of the above countries to qualify.</p> <p>Individual proposals that reflect alignment with the two themes of the call and our geographical focus regions will be considered on their competitive merit.</p>
2	<p>Can the applicant organisation be a for-profit entity?</p> <p>Can an implementation partner be a for-profit entity? E.g. Under which conditions is an industry collaboration an option, if the long-term objective is to manufacture and sell the technology through the industry partner?</p> <p>If a consortia, can one of our partners be a for-profit entity?</p>	<p>The lead applicant should be registered as a not-for-profit organisation, a social enterprise, a public institution or a reputed academic university or research institution in the country of implementation and should partner with technology, regulatory, government and other implementation partners, as required.</p> <p>We encourage for-profit startups and companies, and NGOs not registered in the country of implementation to apply in a service provider, advisory, implementation research support and capacity enhancement role to the lead applicants. Applicants pooling required expertise in a consortium (for example a public-private partnership) are welcome to apply and will be preferred.</p> <p>For-profit members of an applying consortium should bear in mind that Fondation Botnar requires that grantees ensure that innovations are affordable, accessible and equitable for the target populations in need. Adherence to the <a href="#">Principles for Digital Development</a> and Intellectual</p>

		Property aimed at serving the public good have the highest priority for Fondation Botnar.
3	I submitted my application a few weeks ago but have not received a response. Is everything ok?	<p>Application submissions close on 14th April 2020. Please note the expected timelines of the decision pipeline outlined <a href="#">here</a>.</p> <p>If you received an email confirmation of your submission, this confirms your application has been received. If not, check your spam folder. If you should have technical issues, please use the contact form in the application management system.</p> <p>If you do not receive any communication three months after the closure of the short application submission window, please write an email to <a href="mailto:grants@fondationbotnar.org">grants@fondationbotnar.org</a> with your application number in the subject line.</p>
4	I have a project which does not match the thematic focus areas described in the call for proposals. Should I still apply?	<p>Please do not respond to this call with an application if your project is not aligned with one of the themes.</p> <p>Fondation Botnar will have future calls and our website will be updated accordingly. We also recommend you follow us on Twitter <a href="#">@FondationBotnar</a> to keep up to date. Unfortunately, we are not able to respond to queries and emails related to future calls.</p>
5	What is an implementation project?	<p>An implementation project targets direct beneficiaries that benefit from the interventions within the duration of the project period.</p> <p>A research project (fundamental/applied research or laboratory focused work) should not apply in response to this call for proposals if there are no implementation aspects involving a suitable number of direct beneficiaries (young people, 10-24 years of age) of the implementation within the duration of the project. There will be research focused calls in the future.</p> <p>Implementation projects might be expected and encouraged to have accompanying research questions</p>

		relevant to the intervention. Ideally, the project will have formative research and/or implementation research as a part of the project design.
6	Can I submit my application before the deadline?	We actively recommend you submit your application before the deadline to account for any technical issues that may arise.
7	What kind of information/documents do I need to provide for an application?	<p>Information regarding the type of information and documents required at each application stage can be found in our <a href="#">Grant Application &amp; Management System</a> in the “More Info” section of each open funding round.</p> <p>Once the application window opens and you have registered as a user you can download a PDF version of the application forms.</p>
8	Is co-funding required? What exactly counts as co-funding, for example, is in-kind contribution from applicant organisations accepted as co-funding?	Projects that have co-funding are strongly encouraged and will be given preference. Exceptional projects which show co-funding in-kind will also be considered. However, lack of co-funding will not disqualify a project from being funded.
9	Which costs can be included in the project budget? And what are Fondation Botnar's rules & regulations in this respect?	<p>Fondation Botnar is only funding project-specific costs and does not support requests covering general operating costs or costs related to other lines of work of the applying organisations.</p> <p>At the short application stage, we are only asking for information on the total budget amount of the project as a whole (i.e. including activities funded by other sources) and the amount for which funding is requested from Fondation Botnar.</p> <p>When we refer to costs, we are including any consultancy fees incurred by the funded project or applicants for the purpose of the project. Ideally, the applicant organisation has a rule regarding the range of such fees (i.e. daily rates) acceptable for them and in their context.</p>

		<p>At the full application stage, a detailed budget is requested which:</p> <ul style="list-style-type: none"> <li>● Establishes a clear link between the narrative description of the project provided in the application form and the grant amount requested.</li> <li>● In case of co-funding, indicates which funding source is covering the different project activities.</li> <li>● Presents each activity/budget item for which Fondation Botnar's funding is requested with sufficient information for reconstructing how the budgeted amount has been determined/calculated.</li> <li>● Budgets amounts for each activity/budget item that are adequate for the context in which the proposed activities are being implemented in.</li> <li>● Bases salaries, fees, per diems, travel expenses, procurement processes, etc. on the existing internal rules and regulations of the respective implementing organisation.</li> </ul>
10	<p>Can overhead costs be included in the total project budget?</p>	<p>Yes, it is possible to include overhead costs in the requested grant budget. However, these need to be costs which are standard overhead and management fees charged by the organisation (e.g. for centrally provided HR, accounting or legal services) or linked to cost-sharing agreements with other projects (for rent, utilities, internal communication, insurance, fuel, security, cleaning, etc.) As a general rule, Fondation Botnar does not accept overheads representing more than 10% of the grant budget.</p> <p>If relevant, the budget for overhead costs needs to be included in the details presented for the financial part of the funding request at the full application stage.</p>

11	What is potentially a maximum budget you can accommodate for a grant?	<p>The budget of a project needs to be justified by its activities.</p> <p>The total spend earmarked for this call for proposals is CHF 10 million, so the combined maximum for all grants resulting from this call has to be within this limit. The minimum funding amount per grant is CHF 200,000.</p>
12	What is the registration number of an organisation (section "Applicant organisation" in the Application form)?	<p>The registration number is a unique identifier assigned to legal entities, such as companies and associations. The authority that registers the company or association when it is to be started assigns this number.</p> <p>Each organisation registered in a country should have a registration number in the national registration database. Usually, this number is expected to be mentioned in the organisation statutes or incorporation/registration documents.</p>
13	Is there a specific requirement for the project duration?	<p>Projects should have a duration of between two to five years.</p>

<p>14</p>	<p>I have never heard of a theory of change. What am I expected to deliver?</p>	<p>A one page simple graphic or flowchart showing the theory of change (TOC) with accompanying text narrative will be expected of the applicants who successfully proceed to the full application stage.</p> <p>We expect you to show us the causal link or path between proposed activities and the immediate, intermediate and long term outcomes(aim/vision/impact) of the intervention. We also expect you to enumerate the assumptions on which the success of intervention is based and the relevant contextual factors which enable or hinder success.</p> <p>For the projects which are funded, the theory of change will serve as a reference for understanding, communication, learning and evaluation during the course of the project and might be refined if needed</p> <p>Please remember this is expected to be a one page document/diagram; we do not expect every detail and your TOC should keep things at the appropriate level while still bringing clarity to the proposed intervention.</p> <p>You can read more about the basics of a TOC <a href="#">here</a>.</p>
<p>15</p>	<p>Can an international organisation registered as an NGO in the country of implementation be a lead applicant?</p>	<p>Yes. However, the competitive review process will determine to what extent the international organisation represents national stakeholders in the country of implementation. All successful applications will need to be context relevant, addressing a real need in the implementation geographies, driven or endorsed by local stakeholders</p> <p>Evidence of local endorsement and ownership of the projects will need to be presented in the application process.</p>

16.	<p>Can a for-profit social enterprise from one of the target countries apply as the project lead? We would like to apply in partnership with academic and public partners, but with our organisation as the lead.</p>	<p>Projects led by <i>social enterprises</i> (registered in one or more of the focus countries) can be considered for the competitive review process evaluation if the application is completely aligned with one of the themes of the Fit for the future call.</p>
17.	<p>Should proposals address both thematic areas or just one? Will proposals that fit both be considered favourably?</p>	<p>Proposals can address either one or both of the themes of the call. Whether an application addresses one or both the themes will not affect the review decision by itself. The competitive review process will evaluate each qualifying proposal based on its individual and relative merit with respect to other applications received.</p>
18.	<p>Will the deadline be adjusted due to the COVID-19 pandemic?</p>	<p>Given the emerging global situation, we understand that there have been unprecedented disruptions to daily life; considering the global dimension of potential applicants and the cross-sector nature of the partnerships we strive to fund, we have decided to extend the submission deadline for proposals for our Fit for the future call until Tuesday, 14 April 2020, 3pm CET.</p>
19.	<p>Does the lead applicant need to have a FCRA account to be eligible to apply?</p>	<p>The lead organisation should comply with local / national guidelines to receive philanthropic funding. In case an FCRA account is required for an organisation to receive foreign philanthropic funding and you do not have it or cannot get it in time, we recommend collaborating with recognised partners who have one for the purpose of the project.</p>

20.	Can we add new partners to our consortium later?	You can add new partners to your consortium at the full application stage. However the evaluation of the short application will be based on the information you provide in the short application stage. Please state the nature, role and status of partnerships clearly while naming project partners, for example, in discussions, formalized, potential etc.
21.	Will Fondation Botnar accept multiple submissions from the same organisation, and if yes, are there any limitations ?	There are no limitations on the number of submissions from an applicant. An applicant can be a member of different applying consortia as well. A reminder that this is a competitive selection process and genuine applications are expected from organisations which demonstrate a reliable track record and competence to execute on what is proposed.
22.	When do you expect the projects to start?	The funded projects are expected to start in Q1, 2021 or at the earliest in Q4, 2020.
23.	When do we hear back about the outcome of the short application?	You should hear about the outcome of the short application review process within three months of the deadline for submission of short applications.