



Frequently Asked Questions (FAQ)

Request for Programme Outlines (RfP) for Colombia, Mexico and the Philippines

Processes

Question 1: What comprises the first and second stage of the IKI selection procedure?

IKI selection is based on a two-stage procedure.

In the **first stage**, coherent programme outlines need to be submitted based on the corresponding funding information. If programme outlines are promising, BMU will ask for the submission of a formal programme proposal (start of second stage).

In the **second stage**, the joint programme coordinator will receive a written invitation to submit a formal request for funding for an appraisal mission (start of second stage). Joint programme coordinators then have up to six months to complete the appraisal mission and on that basis have to submit a thoroughly prepared programme proposal. After an in-depth evaluation and a positive decision on the proposal by BMU the programme can begin.

Question 2: When can a programme outline be submitted?

In 2018, IKI will publish several RfP for submitting programme outlines. Please refer to the IKI website ([link](#)) for the deadline for submission of programme outlines for the current IKI selection procedure.

Question 3: In which form is the programme outline to be submitted?

The programme outline needs to be submitted exclusively via the electronic online form provided ([link](#)). Hard copies and programme outlines submitted in a different format (excel, jpeg, word, pdf) will not be considered in the selection process.

Question 4: Does a programme outline need to be signed?

Since the programme outline is submitted electronically, it does not require a signature.

Question 5: Can the programme outline be evaluated by BMU before submission?

For reasons of equal treatment and fair competition, an evaluation of the programme outline before submission is not allowed. Inquiries about the status of the assessment of programme outlines will not be answered while selection is in progress.

Question 6: What is an appraisal mission?

The appraisal mission is mandatory and serves as a preliminary audit to explore the project set-up jointly with the partners, supply valid data and information, in order to provide the basis for a detailed programme planning process and substantiated programme structure and content.

On behalf of:

Programme Office
**International
Climate Initiative**



Federal Ministry
for the Environment, Nature Conservation
and Nuclear Safety

of the Federal Republic of Germany

Question 7: Should the expenditures for the appraisal mission be included in the programme outline?

Details (scope, activities, roles of the partners, expenditures, etc.) of an appraisal mission shall be indicated in the online form under 7.1. "Appraisal mission" and the relevant budget field. Together, the expenditures needed for an appraisal mission (7.1. "Appraisal mission") and the intended budget for the programme (6. "Budget (in EUR)") shall not exceed the stated amounts in the respective bilateral request for programme outlines (RfP).

Applicants

Question 8: Who can submit a programme outline?

IKI supports activities by implementing agencies, NGOs, consultancies, universities, research institutions, based in Germany and abroad, by international and multilateral organisations and institutions, e.g. development banks and United Nations bodies and programmes. Individuals and their programmes are not supported by the IKI. IKI in particular encourages the inclusion of implementing institutions from partner countries itself.

The programme needs to be implemented in a consortium of more than two organisations (minimum), including significant participation of national implementing institutions in the framework of a cooperation agreement (see fact sheet Consortium Agreement on the IKI website ([link](#)) with one organisation acting as joint programme coordinator). This joint programme coordinator is the sole recipient of the approval notification and the sole contract partner of BMU, receiving direct payments through BMU; no grants funds are paid directly to other partners in the joint programme. The joint programme coordinator is responsible for forwarding the grant to the partners as agreed within the consortia of the programme.

The joint programme coordinator and its partners in the joint programme need to have comprehensive relevant expertise and experience in the target region. The joint programme coordinator must display this expertise and, as a rule, demonstrate that it has continuously implemented cooperation programmes in the relevant thematic area jointly with partners in the region for at least five years. The partners must demonstrate their expertise in accordance with their role in the programme.

The joint programme coordinator must be able to undertake qualified planning and cost-effective implementation of programmes and to monitor and render account for them, if necessary in collaboration with the partners or subcontractors directly involved. This includes ensuring compliance with relevant environmental and social safeguards in accordance with IKI's safeguard policy. Specific monitoring of the programmes is expected. Programme planning and monitoring should be based on the results framework developed by the Organisation for Economic Co-operation and Development (OECD).

The joint programme coordinator and the consortia partners must provide competent staff for the technical and administrative programme implementation. Average annual BMU funding volume should not exceed the grant recipient's average annual turnover over the last three business years. When the grant is forwarded, the joint programme coordinator is responsible for ensuring that the programme partners (forwarding recipients) also comply with this requirement in respect of their funding share. The average annual funding volume derives from the planned total BMU funding volume and the planned duration of the programme as stated in the outline.



Activities by organisations/institutions based in Germany and abroad are supported via grants. Activities conducted by German federal implementing agencies are commissioned pursuant to the terms and conditions applicable to these agencies. With regard to funding for institutions based abroad, the sections of this funding information apply correspondingly.

Question 9: The average annual grant from BMU should not exceed the average annual turnover of the joint programme coordinator over the last three years. Does this apply solely to the joint programme coordinator's share, or does it apply to the overall grant?

The joint programme coordinator is the **grantee** and acts as the initial recipient of the overall grant. The requirement for the joint programme coordinator (cf. Question 23) therefore applies to the overall grant.

Question 10: Is it possible to display the required five years of experience in the country through the overall consortium (all programme partners, or one of them) instead of through the joint programme coordinator exclusively?

No, the joint programme coordinator must provide evidence of this expertise and, as a rule, demonstrate that it has continuously implemented international cooperation programmes in the thematic area jointly with partners in the country for at least five years.

Joint Programmes

Question 11: What is a joint programme?

In general, a joint programme involves several organisations that work as fully-fledged partners. The principles of cooperation will be laid out in a cooperation agreement signed by all the implementing partners and the joint programme coordinator. The cooperation agreement should not be submitted until the second stage of the application procedure (cf. Section 6.1 'Selection procedure' of the funding information). Please refer to the 'Consortium Agreement' fact sheet on the IKI website for more information ([link](#)). The joint programme must ensure significant participation of national implementing agencies (cf. Question 8 and 27).

Question 12: What is a cooperation agreement? When is the cooperation agreement to be submitted?

The successful implementation of a programme calls for trustful collaboration between cooperation partners. The partners shall therefore work on the basis of an internal agreement that sets the framework for the cooperation and constitutes the rights and obligations of the partners. Moreover, the partners appoint a joint programme coordinator who carries out the internal organisation and external representation of the joint programme.

The cooperation agreement needs to be negotiated and finalised before the decision on funding programmes is made. Please refer to the 'Consortium Agreement' fact sheet on the IKI website for more information ([link](#)).

Question 13: What is the relationship between the joint programme coordinator and the implementing organisations towards BMU?

The joint programme coordinator is the **sole recipient** of the approval notification or the sole contract partner of BMU. As the sole recipient, the joint programme coordinator receives direct payments through BMU; no grants funds are paid directly to other implementing partners in the joint programme. The joint programme coordinator is responsible for forwarding the grant to the implementing partners in the joint



programme. Please refer to the 'Consortium Agreement' fact sheet on the IKI website for more information ([link](#)).

Question 14: Can several organisations/institutions take on the role of a joint programme coordinator?

No, only one implementing organisation can assume the role of the joint programme coordinator.

Question 15: What does cooperation at the same level mean?

Cooperation at the same level means that the partners in a joint programme take decisions on the common implementation in partnership and joining their respective comparative advantages and competences to ensure the successful and efficient implementation of an IKI programme. The implementing partners should act in consensus (incl. external visibility of all partners with simultaneous presentation of the programme as financed by the BMU).

Question 16: How binding, in the view of BMU, are cooperation arrangements at the point of submission of a programme outline? After outline selection, can cooperation partners leave and/or join the initiative?

After the selection, further implementing partners can join if, for example, an appraisal mission indicates that further local partners/experts are required to implement the programme. Normally, no cooperation partners will leave the initiative after selection, unless this is mutually agreed by the partners and only if this does not change the character and core elements of the programme outline.

Question 17: Will BMU/IKI provide support for matchmaking with compatible partners, recommending partnerships with like-minded organisations?

BMU/IKI will not provide any support for networking among potential partners.

Question 18: Can a NGO based in the USA act as joint coordinator for a programme in Mexico? Or must a Mexican (NGO or governmental) partner take on this role?

The joint programme coordinator does not have to be headquartered in the recipient country. However, it must be ensured that the it has expertise in that country.

Question 19: Is it essential to be in a consortium with a German institution?

There is no requirement for the involvement of German institutions in a joint programme.

Partnerships

Question 20: How will the interest of the political partner and its willingness to cooperate be secured?

The political support of the partnering Government for the programme will be secured by BMU bilaterally. No action is required by implementing partners.

Question 21: Do all partnerships and subcontractors have to be listed in the programme outline?

Political partners have to be named in the programme outline, and contact persons / focal points within the partner country's Government (political partner) have to be provided.

All **implementing partners** of a consortium have to be stated in the programme outline. The procurement of services, which includes the delivery of goods, construction works or the provision of services, shall

take place after the approval of a programme. Should **subcontractors** already be determined before submission of the programme proposal, they have to be listed in the programme proposal and their selection has to be reasonably justified.

For more information on the differentiation between partners/forms of partnerships please read the instructions provided in the programme outline on the IKI online platform ([link](#)).

Please also describe the organisational structure of the programme consortium in Annex 2 of the programme outline (online version) and upload a relevant **organisation chart**.

Budget

Question 22: In which currency is the application requested?

All calculations and amounts need to be stated in Euro (EUR).

Question 23: Are there any guidelines regarding the maximum amount of funding?

A minimum or maximum grant amount does not exist. In general, please refer to the stated amounts in the respective bilateral request for programme outlines (RfP).

The planned average annual BMU funding volume should not exceed the joint programme coordinator's average annual turnover of the last three financial years. The average annual funding volume follows from the planned BMU total funding volume and the planned programme duration.

$$\emptyset \text{ annual funding volume} = \frac{\text{total BMU funding}}{\text{Years(project duration)}}$$

The joint programme coordinator is responsible, within the framework of the transfer of the sub-grant, for ensuring that this requirement is also complied with by the implementing organisations (forwarding recipients) in respect of their funding share.

Question 24: What are own funds, third-party grants and external funding? Do they have to be stated in the budget?

Own funds are a financial contribution which is supplied directly from the joint programme coordinator's funds and is not sourced from other donors, third parties or implementing partners.

IKI programmes should not be funded entirely by BMU funding, but include an adequate proportion of co-funding. An appropriate financial participation of the joint programme coordinator ('own funds') and/or the mobilisation of additional co-funding are a condition for approval of a grant. The extent to which the own funds must be available can only be decided in individual cases. The appropriate amount depends in particular on the financial strength of the applicant. A fixed minimum level for own funds does not exist. The funding of the programme purpose is primarily the responsibility of the applicant, who therefore has to do everything he can to achieve the necessary funds. A full financing mode from BMU is therefore only possible in exceptional cases.

In addition to own funds, **third-party grants** refer exclusively to sums made available for the programme from other public donors to finance the eligible total expenditure. Other public institutions include insti-



tutions of the federal and state governments, institutions and foundations of public law, as well as associations thereof, irrespective of the legal form, and all EU institutions. A written confirmation by the donor concerning the provision of the third-party grants is to be submitted after the completion of the first stage.

In addition, **external funding** can be included. External funding is funding provided by non-public third parties with an interest in the programme to finance the total expenditures of the programme that are eligible for support (e.g. private donors). A written confirmation of this financial contribution is mandatory.

Own funds from implementing partners are counted in the formal programme proposal as third-party grants or external funding. A written confirmation is not necessary in this case.

In principle, all revenue related to the programme purpose (in particular, the grants and/or external funding) and the own funds of the joint programme coordinator are to be used as a means for all eligible expenditures related to the programme purpose.

Question 25: Can participation also take the form of in-kind contributions?

In-kind contributions usually refer to goods or services provided free of charge by a third party. In-kind contributions never involve an actual transfer of financial resources to the joint programme coordinator or the implementing partners. Therefore, in-kind contributions do not involve any expenditures. Consequently, in-kind contributions are not eligible and must never appear in the budget of the IKI programme as an expenditure. It is not practical to calculate the financial value of such contributions and to assess whether it has effectively been provided. If in-kind contributions are intended, BMU shall be informed and the planned contributions need to be displayed and described under 5.4 of the programme proposal form (second stage).

Question 26: Do smaller projects, which do not reach the announced country-specific budget or larger projects, exceeding the country-specific budget have a chance to benefit from IKI funding?

No, within the framework of each bilateral funding information, projects that do not meet the criteria laid out for joint programmes are not eligible.

Question 27: How is the budget distributed between the joint programme coordinator and the implementing partners? Are there any guiding principles?

There are no specifications. However, a balanced and comprehensible relationship should be reflected. It is in the special interest of BMU that the joint programme organisations cooperate at the same level. This should be reflected in the budget. IKI expects a strong involvement of national/local partners in the consortium, receiving a minimum of 50% of the programme's budget.

Question 28: Is there a fixed limit to the IKI administrative overheads?

A fixed limit is not defined. However, in case the administrative overheads seem excessive you may be asked to deliver a detailed breakdown for further assessment.

Question 29: Must implementing partners also provide evidence to BMU of an own contribution? When and where (outline or programme proposal)?

Appropriate own financial contributions and implementing partner inputs, and the mobilisation of additional funding to finance the eligible expenditure, are generally a precondition for approval of a grant. When evaluating the suitability of a programme, the level of own funds and third-party grants is one of

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the selection criteria. This rule also applies to the implementing partners in a joint programme. The budgeted own funds and third-party grants must already be stated in the outline. Own funds of the implementing partners have to be declared under 6.2. ('Own Funds provided by submitter/implementing partners').

Question 30: What happens if a programme has accessed another source of funding? Would the award be withheld because of a breach of this clause?

Appropriate own financial contributions are generally a precondition for approval of a grant (cf. Question 29). If additional financing (own funds and/or third-party grants) can be secured for the programme, BMU views this positively. Depending upon the type and level of the new funding, the BMU grant would be reduced accordingly. This, however, must be assessed on a case-by-case basis; it is not possible to generalise in advance.

Question 31: Does an English-language version of the general collateral clauses for grants to support programmes (Allgemeine Nebenbestimmungen für Zuwendungen zur Projektförderung, ANBest-P) exist? Will there be simplifications to Point 3 (VOB/A and VOL/A – Award of contracts)? If not, will BMU continue to provide no legal advice on this? Are the expenditures of legal advice/tender consultants for award procedures eligible for funding and should these already be included in the Concept Note budget?

ANBest-P is not available in English. No simplifications to the procurement rules are envisaged.

As before, legal advice services do not count as eligible expenditures and therefore should not be included in the programme outline.

Question 32: Can you please clarify what is meant by 'expenditures' and 'costs'? Do I interpret the terms correctly as meaning that the funds applied for cannot be used to cover the costs (or indeed commercial fees) of the staff working time of implementing partners?

For the 2018 selection procedure, only expenditure-based applications are eligible. The funding information states (cf. Section 5.3 'Type, extent and amount of the funding'): 'Support can be granted for all expenditures, which are necessary in line with the principles of sound financial management to achieve the programme goal, insofar as it is not possible to achieve this goal without this support. There is no provision for grants on a cost basis.'

Moreover, expenditures are not cost-covering. In order to avoid misunderstandings in the application process, 'expenditure' and 'cost' should therefore never be used synonymously in the IKI context.

Question 33: To what extent are private-sector organisations in a position to take part in implementation within a consortium?

Private companies can take part within a consortium in the implementation of a joint programme as long as they have no commercial interest in implementation and no economic advantage arises from the receipt of grants. Evidence must be furnished if required.

Question 34: Has the deadline for the expenditure of funds and the procurement rules been changed? Is it possible to apply for an extension of the expenditure deadlines?

The deadline for the expenditure of requested funds has not been changed. Requested funds have to be spent within six weeks, as laid down in the grant agreement. It is not possible to extend the deadline.

The procurement rules have not been changed. The rules are laid down in the Grant Agreement (please see also these [link](#) for more information on procurement rules).

Bilateral cooperation

Question 35: Is the IKI primarily looking for national programmes or can regional or global programmes be recipients in exceptional cases?

In the context of a bilateral RfP BMU/IKI requests national programmes only.

Question 36: Is it possible to submit outlines for small-scale projects?

The present funding information focuses on national joint programmes. Small-scale projects will not be considered (cf. Question 27).

Question 37: When will the funding information for other priority countries be published? Is it possible to submit programme outlines for other countries already now?

The dates for the submission of programme outlines for other bilateral RfP has not been determined yet. Please feel free to check our website ([link](#)) on a regular basis, where we will in due time publish all relevant information for any selected countries.

Further information on IKI cooperation and priority countries can be found in the list of countries on the IKI website ([link](#)).

Miscellaneous

Question 38: Can programme implementation be planned for less than seven years?

Yes, this is possible.

If a shorter duration at the desired level of ambition is possible the programme duration can be less than seven years. However, it should be considered that subsequent phases are by no means foreseen and that the programme has to sustainably achieve its objectives in the initial period.

Question 39: Must literature references be cited (e.g. in the section on the initial situation in the country)?

No literature references are needed in the first stage of the selection process.

Question 40: To what extent are the Outcome, Outputs and Results sections to be quantified? Are qualitative data acceptable for the launch phase?

Results are to be quantified as far as possible. If quantification is impossible or only possible to a limited extent, the reasons for this should be stated. Please make sure to explain the programme's underlying result chain. It has to be clear, how output and outcome are causally linked or how they build on each other in order to achieve the programmes desired impacts.



Supplement: Answers to unresolved questions from the webinar

The webinar on 27 June 2018 provided essential information about the country specific selection procedure for Colombia, Mexico and the Philippines during which frequently asked questions were answered. The video recording of the webinar (4 pm incl. the input from Colombia, Mexico and the Philippines) can be viewed via the IKI website ([link](#)). Time constraints meant that not all the questions could be addressed, so answers to the unresolved questions from the webinar are now provided below. All further questions to which the following provides no answers will be answered solely by email.

Processes

Question 41: In order to facilitate the cooperation with the Federal government of Mexico and / or local governments will there be any avenues to connect and discuss project ideas?

Usually an evaluation of the programme outline before submission is not common in order to respect equal treatment and fair competition. Inquiries about the status of the assessment of programme outlines will also not be answered while selection is in progress.

Question 42: Are several implementing agencies asked to carry out an appraisal mission and to develop complete programme proposals, of which one is then selected at the end? Or do we have to assume that only one will be prioritised after the first selection stage?

Following the first selection stage BMU/IKI selects one promising programme outline per programme to submit a formal proposal combined with an appraisal mission. This selection does not prejudice the decision for funding.

Question 43: When does IKI anticipate funds to be available for the current selection period?

BMU/IKI expects that only funds for the appraisal missions can be made available before 2020. The financing of the programme itself depends on thorough evaluation and preparation of the programme and its respective contracts so therefore will most likely start in 2020.

Question 44: How does IKI determine the start of a programme (Section 5.2)?

In general, no programme that is already being implemented, can participate in the IKI calls. The programme officially starts with the contracted date of the appraisal mission.

As initiation of the programme counts:

- Contracting a service
- Ordering/Buying goods
- Explicitly hiring programme staff
- Conceptually implementing proposed programme activities



Joint Programmes, Consortia and Partnerships

Question 45: What are the criteria and conditions for entities to be considered national actors that are expected to receive at least 50% of the programme resources?

The main rationale of the country-specific programmes is to provide substantial support to partner countries in the process of NDC-implementation as well as national implementation of the Strategic Plan 2011 - 2020 of the CBD. IKI seeks to work towards more cooperation and collaboration and in particular towards more capacity in partner countries. A prime intent of the country-specific programmes is therefore to significantly enhance capacity building and support civil society. To accomplish this goal, BMU/IKI expects that national implementing partners receive at least 50% of the programme funding. In this context, national implementing partners in the BMU/IKI definition are institutions that are registered as national legal entities in the respective country. They should be included in the outline as consortium coordinator, consortium partners or subcontractors. The programme outline needs to illustrate the respective proportion of funds allocated to national partners.

Please note, however, that the allocation of 50% of the programme funds to national partners is considered as optimum, not as a necessary prerequisite. 50% national share will be awarded the full score in the evaluation of outlines, programmes including a lower proportion can also apply but will in this category of evaluation receive a lower score. A higher proportion than 50% does not constitute a competitive advantage.

Question 46: The RfP states that organisations from the private sector are eligible as implementing actor. Do we assume correctly that subcontracting to the private sector will also be counted for reaching the 50% quota?

Yes, please refer to the answer to question 45 for more details.

Question 47: How will IKI assess a submitter's and their partner's aptitude in terms of competence, capacity, and experience (thematic and regional), and professional business management? How will IKI evaluate the "comparative advantages" of partners?

The idea behind the consortia and joint programmes is that cooperation among partners develop synergies on issues of mutual concern. Their comparative strength will be evaluated with regard to references of what projects these partners have undertaken together or individually and with regard to the track record they have, within the IKI or outside. They will be analysed based on the programme outline, followed by an in-depth evaluation by thematic and regional experts.

Question 48: In the Colombian RfP it is foreseen that there are two integrated programmes and it is stated that interlinkages between the two programmes could be beneficial. How can synergies to an unknown programme be adapted?

It is anticipated that two separate programme outlines will be submitted. After selection, in the phase of the appraisal mission synergies can be created, but each programme outline should stand on its own.

Question 49: Are there institutions that are excluded from the participation in a consortium?

IKI supports activities by implementing agencies, NGOs, consultancies, universities, research institutions, based in Germany and abroad, by international and multilateral organisations and institutions, e.g. development banks and United Nations bodies and programmes. IKI in particular encourages implementing institutions as described above from the partner countries itself (cf. Question 8).



Individuals and their programmes are not supported by the IKI. Furthermore, governments are not eligible to receive funding directly. Therefore, governments are not eligible as implementing contractual IKI partners in the consortium. Nevertheless, the consortia of course has to take with the recipient government structures into account when developing the programme outline.

Question 50: Does a cooperation agreement require a joint programme coordinator from a given partner country? Is a consortium in the framework of a cooperation agreement acceptable that include a German university as the joint programme coordinator besides a Mexican research institute and a Mexican private company as implementing partners? It is essential that the consortium include also a Mexican political partner?The joint programme coordinator does not have to be from a partner country.

Yes, a German university can be the joint programme coordinator and a national research institute and a national private company can act as implementing partners. The national political partner cannot be part of the consortium, because political partners cannot be recipient of the funding (cf. Question 49).

Question 51: Do the organisations applying need to be GEF implementing agencies?

The joint programme coordinator does not need to be a GEF implementing agency.

Priorities and Approaches in the Partner Countries

Question 52: Is it right that the IKI expects programme outlines covering as many of the thematic areas mentioned in the RfP as possible? Or is it also possible to submit a more specific programme outline that focus on one priority (e.g. climate resilience) and which could then possibly be combined with the proposals of other consortia in the second stage?

In general, please refer to the stated thematic priorities in the respective bilateral RfP. Only programme outlines that meet those criteria could reach the second stage of the procedure. Every programme outline has to stand on its own.

For Colombia, the two programmes should focus their outputs on strategic result areas such as the management of ecosystems in socially and ecologically important regions in Colombia. For Mexico, the integrated programme must include at least one topic, integrating as many of the others as feasible, from the mentioned thematic priorities. For Philippines, the integrated programme should develop an approach that addresses the three mentioned themes simultaneously and in an integrated manner (cf. Question 53).

Question 53: How are the “thematic priorities” in the RfP (and any other specific topics) prioritised by IKI?

For the Philippines, it is expected that all three topics are covered in the suggested programme without prioritisation and as far as possible. The programme for Colombia and Mexico should be coherent and ideally cover several of the mentioned themes, but does not necessarily have to include all of them. The thematic priorities are not prioritised among one another.



Question 54: Does IKI prioritise between wide geographic scale and broad implementation or narrower geographic scale (place-specific) and deeper implementation? How would IKI consider a proposed programme based in one or a few specific places, rather than nationwide?

IKI does not prioritise among wide geographic scale and broad implementation or narrower geographic scale and deeper implementation. Please refer to the respective country specific RfPs for further information.

Budget

Question 55: How should RfP applicants prove that “implementation of the programme is impossible without public funding” (Section 5.2)?

There is no (further) proof required at first stage of selection procedure.

Question 56: Is there maximum or minimum grant amount?

A minimum or maximum grant amount does not exist. In general, please refer to the stated amounts in the respective bilateral request for programme outlines (RfP):

- Colombia: two integrated programmes with a volume of at least EUR 15 Mio and up to max. EUR 20 Mio (total funding for Colombia will be up to EUR 35 Mio),
- Mexico: one integrated programme with a volume of at least EUR 25 Mio and up to max. EUR 30 Mio,
- Philippines: one integrated programme with a volume of at least EUR 30 Mio and up to max. EUR 35 Mio.

If a programme outline fails to meet these country specific corridors, it will diminish the probability of being selected.

Question 57: How does IKI anticipate budgeting the EUR 35 million between the two integrated programmes in the Colombian RfP? Should programme outline’s budgets strive for EUR 17.5 million, and would budgets be adjusted during the appraisal mission period?

No, the two integrated programme outlines for Colombia do not have to be split up half-and-half. BMU/IKI is looking for two integrated programmes with a volume of at least EUR 15 Mio and up to max. EUR 20 Mio (total funding for Colombia will be up to EUR 35 Mio)

Ideally, there are no major adjustments in the budget during the appraisal mission period. Usually in the second stage (programme proposal stage) and the further course of the programme changes in budgets are possible.

Question 58: In the FAQ document – RfP for Colombia, Mexico and the Philippines (e.g. points 24 and 29), it emphasises that own funds are a condition for approval of a grant, and that the level of own funds and third-party grants is one of the selection criteria. Please could you provide some further information on the level of co-funding that is typically required to make a programme proposal competitive?

There are no fixed criteria set and there is no fixed minimum for own funds or external funding. However, it is expected to bring in external funding and own funds according to the capacity of the consortia. Depending on the layout of the programme and the constitution of the implementing organisations, these amounts are expected in different levels.



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As a rule: External funding and own funds show real commitment and are highly appreciated but always depend on individual assessment.

Question 59: Even if in-kind contributions do not count as an “expenditures” (cf. Question 8), can they be considered matching “own funds” or provide any other support in the programme outline? When do co-financing or other contributions need to be in place in order to be counted.

In-kind contributions are welcome and show commitment of the consortia, but cannot be included in the budget. They can be provided and described as programme support but they do not count as own funds or external funding. If in-kind contributions are intended, the planned contributions need to be displayed and described in the programme proposal form (second stage).

All own funds and external funding need to be in place before approval of the programme.

Question 60: What are the co-financing requirements from Colombian public and private sector partners, as described in Colombia RfP Section 4.3: “Envisaged co-financing from the Colombian Partners on several levels including private sector?”

All external funding need to be secured and confirmed by a Letter of Intent. Own funds shall be approved by signature of the consortium leader and the consortium partners who plan to contribute own funds to the programme.

Financial involvement of national partners from the private sector or the public sector is very much appreciated.

Question 61: If an institution that is both political partner and implementing partner can also receive certain percentage of the programme resources?

It is not foreseen, that an institution is both political partner and implementing partner in an IKI programme. In general it is not possible to finance permanent political partner staff e.g. from partner ministries or subordinate authorities from IKI funds.

Question 62: Are appraisal missions supported by IKI funding? Can the appraisal mission fees be involved in the programme budget?

Yes, the support of an appraisal mission is possible.

Details (scope, activities, roles of the partners, expenditures, etc.) of an appraisal mission shall be indicated in the online form under 7.1. “Appraisal mission” and the relevant budget field. Together, the expenditures needed for an appraisal mission (7.1. “Appraisal mission”) and the intended budget for the programme (6. “Budget (in EUR)”) shall not exceed the stated amounts in the respective bilateral request for programme outlines (RfP).



Miscellaneous

Question 63: Under which conditions can carbon credits, generated as a direct result of an IKI-funded project during the implementation period, be used for trading in compliance or voluntary markets?

For general information on the use of carbon credits please refer to the IKI website ([Voluntary compensation](#)). IKI-funded projects have restrictions when it comes to generating and subsequent trading of carbon credits. The generation of carbon credits during the implementation of an IKI-funded project requires to offset the share of credits which are clearly attributed to IKI funding. This applies when the implementation and operation of an IKI-funded project involves actual achievement of mitigation within brown or green sector projects. The comprehensive study on the IKI website provides further details on schemes that can be used for REDD+ projects.