

ANNEX F: QUERY FORM

*Deadline for Queries: 4 July 2022
via UN Partner Portal*

UNHCR Greece Multi Year Strategy for 2023-2025: Multi-Objective Call for Expression of Interest Call Reference No.:	HCR/GRC/2022/002
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Queries by Interested Applicants and Replies by UNHCR Greece

QUESTIONS (<u>Questions are inserted verbatim as received</u>)	ANSWERS
About the Project, Objectives, Expected Outcomes and Main Activities	
<p>1. A) About the Project, Objectives, Expected Outcomes and Main Activities: Are applicants required to target all geographies listed as areas of interest or can applicants target 1-2 areas of implementation? B) Are applications expected to achieve target all OAs?</p>	<p>A) No, targeting all areas is not required. Applicant Organizations should select and indicate in the Concept Note the geographical areas where they propose to implement project activities. The evaluation of Concept Notes may take into consideration the coverage of geographical areas of interest (specific areas and scale of areas covered) as mentioned in the activities under the Output Statements in the Call.</p> <p>B) No, the submission can target all or specific Outcome Areas. Applicant Organizations are expected to submit proposals at Output Statement level by selecting the relevant Output Statement(s) and activities referenced in the Call for which they wish to apply.</p>
<p>2. A) About the Project, Objectives, Expected Outcomes and Main Activities: We aim to submit a proposal that addresses both Impact Statements, covering different outcomes (child protection-IS1 and livelihoods-IS2). If we do a partnership with another actor/organisation under one outcome, should we reflect the partnership (incl. budget) in the existing proposal or we should do a separate proposal, also considering that we may be the lead? B) Should we submit two different proposals if we aim to also provide technical expertise in the form of a child protection capacity building project for migration actors (I.e. under Stream 2: Technical expertise)? Or is sufficient to incorporate it in the child protection intervention we aim to propose? C) We are considering a child protection intervention in Peloponnese. Is this location accepted by UNHCR or not within the immediate priority and focus area (as it is not listed under the proposed locations)?</p>	<p>A) UNHCR signs Bipartite Partnership Agreements with NGOs. Each Applicant Organization should submit one Concept Note that may include proposed activities for more than one Output Statements.</p> <p>In case a sub-partnership (or sub-contracting) is proposed as a modality of implementation, the Applicant Organization should clearly state the name of the sub-contracting entity and the activities (incl. budget) to be undertaken by the sub-partner. The Applicant must also provide assurances regarding the oversight and control mechanisms in place as regards the proper use of funds allocated to third-parties. Please see also the response to Question #8 below.</p> <p>In case of an existing partnership with another actor (or donor) contributing to the intended results, this can be specified in the Resources section of the Concept Note.</p> <p>B) It is sufficient to submit one comprehensive proposal under the child protection intervention you aim to propose.</p>

	C) If the proposed project serves the activities suggested by UNHCR for Child Protection, then the location may be justified accordingly.
3. Regarding Output Statement 5.1. Awareness and capacities of teachers, local and refugee students in schools raised through capacity-building and workshops, could you provide clarifications on the level of teachers and students (primary/secondary education) the proposed activities should aim to reach?	Teachers and students of both primary and secondary education should be reached.
4. Regarding Output Statement 6.1. The national assistance programmes are increasingly accessible to persons of concern with specific needs, could you clarify if direct MHPSS provision can be included as an activity under the specific output statement?	Yes, it can. MHPSS is included under the second bullet point of Output Statement 6.1.
5. Regarding Output Statement 7.1. Documentation requirements are made more flexible allowing Persons of Concern to effectively access public and private services for social protection, economic and financial inclusion, could you clarify if asylum seekers would be eligible to participate in the relevant activities? Or the relevant activities should only reach refugees?	Yes, asylum seekers would be eligible to the extent the law gives them access to social protection, financial and economic inclusion services.
6. Regarding Output Statement 2.1. Persons of Concern are provided with legal aid to ensure observance of safeguards within asylum procedures and access to rights, could you clarify if the administrative fees for cases are eligible costs?	Respective costs that asylum seekers are subject to (e.g. administrative fees, travel expenses etc.) could be eligible only on an exceptional basis.
7. Regarding Output Statement 8.1. Advocacy for family reunification procedures and support to refugees to complete family reunification procedures and bring eligible family members to Greece, could you clarify if the administrative fees for cases are eligible costs?	Fees are eligible costs.
8. Could you clarify if the design of the proposed activities can include sub-awards to other organizations? If yes, should the relevant organizations be named?	<p>Yes, within the following parameters: In case a sub-partnership (or sub-contracting) is proposed as a modality of implementation, the Applicant Organization should clearly state the name of the sub-contracting entity and the activities (incl. budget) to be undertaken by the sub-partner. The applicant must also provide assurances regarding the oversight and control mechanisms in place as regards the proper use of funds allocated to third-parties.</p> <p>The abovementioned assurances include a defined process for the selection of sub-partners with the determination of selection criteria and the assessment of the sub-partner against these criteria, and that the said sub-partners are officially registered in the country and avail of documented and approved policies & procedures (e.g. HR, Finance, Procurement, etc.).</p>

	The Applicant Organization is fully responsible for the implementation of project activities and the financial performance of its sub-partner.
9. Could you clarify if the design of the proposed activities should be for the period between 1 January 2023 till 31 December 2023?	The proposed activities and budget plan submitted should be for the period 1 January 2023 - 31 December 2023.
10. Under the "2. Locations" (listed in the "Call for Expression of Interest"), North Aegean Region appears while Thessaly is not included. Could you please confirm which are the eligible locations, including whether or not activities can take place in the Thessaly Region/Central Greece?	<p>There is no general exclusive description of the locations. As described in the Call, locations include both the mainland and the islands and may be specified in the Output Statements.</p> <p>Proposed activities may take place in Thessaly/Central Greece and organizations should justify in their Concept Note the selection of a project location as a particular area of interest.</p>
11. In relation to Annex B Outcome Area: Community Engagement and Women's Empowerment and more specifically output statement 5.1 (Awareness and capacities of teachers, local and refugee students in schools raised through capacity-building and workshops) will national teachers, local students and other national education actors be included as part of the targeted population of activities and therefore be part of the total targeted number of Persons of Concern (mainly refugees) or will they be considered an indirect activity/result and therefore only accounted for/reported separately.	Output Statement 5.1 has national teachers, students and education actors as its primary targeted population, but also includes refugee students who attend national education system in its target group. To the extent possible, a breakdown should be provided for the total targeted population (teachers, local students, refugee students, etc.).
12. In relation to Annex B concept note and more specifically methodology and approach – procurement part do prepaid cards for groceries, medical exams cost coverage, NFIs and food delivery support in accordance with UNHCR emergency accommodation scheme fall under Cash Based Interventions (CBI) as an implementation modality and therefore do we need to elaborate on delivery methods for these as well ?	Yes, prepaid cards issued in the name of targeted Persons of Concern and distributed to them as a means to provide proposed services are considered Cash Based Interventions. Therefore, the Concept Note should detail under the methodology and approach section, the delivery mechanism, conditionality, eligibility determination and target population, as well as the Applicant Organization's processes, controls and systems in place, such as contractual arrangements with a Financial Service Provider, bank reconciliation process, and proposed Post Distribution Monitoring framework.
13. Under Output Statement 4.1 ("Capacity building to authorities to ensure alternative care arrangements including support of refugee youth integration"), are standalone direct interventions by the implementing partners, that support refugee youth integration (i.e. mentorship and employability support), eligible? Or is the specific Outputs solely targeted to capacity building of authorities?	The methodology of UNHCR's Child Protection is to promote innovative, pilot solutions-oriented projects that showcase the need for institutional change through direct implementation accompanied with capacity building efforts and advocacy. Thus, the Concept Note may propose activities both linked to capacity building of state authorities as well as other interventions in support of youth integration.

<p>14. Under the indicative activities of the Output Statement 4.1, reference is made to "support services for 18+ linked to integration prospects". Given that 18+ represents a broad age group while the outcome area is child-focused, could you please clarify if emphasis is expected to be placed on a specific sub group (e.g. youth 18-24)?</p>	<p>Yes, the age group from 18 to 21 years old is a distinct target group in line with the present advocacy to state authorities on the protection and support of this specific age group. A specific emphasis may be put on this group.</p>
<p>15. Annex A_1st Pillar_ Output Statement 3.1.: Kindly clarify the Provision to 'UNHCR of anonymous data on cases managed' bullet, designated as a possible activity rather than a reporting component of project implemented in partnership with UNHCR.</p>	<p>Data collection through GBVIMS is neither a standalone activity nor a reporting requirement. It should be mainstreamed into case management and GBV legal aid. Ability to process data with full regard to anonymity and confidentiality is essential, the data collection is more detailed than required by regular reporting, and therefore is an activity listed.</p>
<p>16. Annex A_1st Pillar_ Output Statement 4.2.: A) "Mobile child protection case management..." Does this refer to a mobile unit in the context of NERM or a mobile team that will provide on the spot psychosocial and legal support without any transportations of PoC? B) Kindly clarify whether the national child protection system mentioned refers to the NERM. cC) Kindly clarify the legal provision component on the Child Protection Case Management activity. More specifically, what does this provision entail, I.e., legal provision for asylum claims/ legal provision in cases of neglect with the goal to remove neglected/abused minors from their families and possibly channel them into the Foster Care shame? -</p>	<p>A) The latter, a mobile team that will provide on the spot (on islands in need) multidisciplinary case management.</p> <p>B) On the islands the mobile child protection case management teams will be linked to the competent state authorities i.e. RIS, EODY, and not to the NERM.</p> <p>C) Legal counseling, legal aid for asylum and family reunification procedures, legal representation in court, as necessary.</p>
<p>17. Annex A_1st Pillar_ Output Statements 4.1. and 4.2. : In terms of foster care, 4.1 output statement would entail the training of professionals in the public sector regarding the fostering a UAC. Kindly clarify whether we could incorporate the training of the candidate foster parents in output statement 4.1 or 4.2. Furthermore, kindly clarify whether the psychosocial counselling, interpretation support, as well as legal support to foster families -upon request from the state social agencies- would fall into output statement 4.2.</p>	<p>The training of foster parents as well as psychosocial counseling, legal support and interpretations services should be included in the proposals under the Output Statement 4.1.</p>
<p>18. In relation to Annex B concept note and specifically Outcome Area: Community Engagement and Women's Empowerment and the relevant two output statements 6.1 and 6.2 does the number of the targeted number of Persons of Concern need to refer to different number of (new) individuals for each statement, because the nature of activities performed under this outcome area cover and respond to both output statements' aim and objectives.</p>	<p>Output Statements 6.1 and 6.2 are separate activities and will cover separate target refugees and asylum-seekers.</p> <p>6.1 specifically refers to persons with specific needs, while 6.2. refers to the entire refugee and asylum-seeker population. In case the same person benefits from both outputs, the activity would be counted twice, but this should be noted in the proposal and/or reporting if not already known. At the reporting stage, a harmonized data system should be in place across partners to avoid double counting.</p>

<p>19. In relation to Annex B concept note and more specifically methodology and approach – procurement part, we have a contractual arrangement with an external financial service provider as far as staff salaries and payments are concerned, do we need to elaborate on eligibility determination and delivery of services on that?</p>	<p>Please describe in brief the contractual arrangement in place and upload relevant support documentation under your Profile Details “Other Information” section on the UN Partner Portal.</p>
<p>About the forms and how to submit a proposal</p>	
<p>20. About the forms and how to submit a proposal: 1) In the Concept Note/Annex B a guideline is given for Maximum 5 pages for sections Project Envisaged Outputs, Background and Rationale, Methodology and Approach, Resources, Resources and Other. You mean 5 pages in total for all sections above or for each section above?</p>	<p>The Concept Note should be maximum 5 pages long inclusive of all sections: Project Envisaged Outputs, Background and Rationale, Methodology and Approach, Resources, and Other.</p>
<p>21. About the forms and how to submit a proposal: Are organizations invited or able to apply as co-applicants? Or does UNHCR prefer only one organization submit per application?</p>	<p>UNHCR signs Bipartite Partnership Agreements with NGOs. Each Applicant Organization will be able to submit one application to the Call (if a second Organisation is involved, this would be classified as a sub-contracted entity as per the answer to question 8 above).</p>
<p>22. If the proposed activities are going to take place on an island and in a concrete location on the mainland, would the project location be considered country wide?</p>	<p>No, if the proposed activities are to take place in two specific locations, the project location cannot be considered as countrywide. In this case, the Applicant Organization should select (tick) under the relevant Output Statement in the Concept Note both A. Mainland and B. Islands and clearly specify the locations under the “Geographical Locations” field.</p>
<p>23. A) In the Concept Note form, under Resources, it states: Summary budgets, per Output statement/ activity, should be submitted in Annex C – Budget Plan. The budget should be presented for the period: 01/01/2023 to 31/12/2023]. We aimed to submit a proposal for 2 years. Does this mean that we need to submit an indicative budget for 1 year as per instruction or can we still submit for 24 months as intended? About the forms and how to submit a proposal: B) Are indirect costs allowed, what is the maximum percentage and where in the budget can they be reflected (administration costs)?</p>	<p>A) As stated in the Annex C -Budget Plan, Applicants should submit the proposed indicative budget only for the period 01 January 2023 - 31 December 2023.</p> <p>B) UNHCR contributes to indirect costs through the Partner Integrity Capacity and Support Costs (PICSC). The objective of PICSC is to enhance eligible partners' integrity, accountability, oversight and general support for undertaking UNHCR funded projects. As per UNHCR Policy, PICSC are calculated and contributed as flat rate of the overall programmatic expenditures at the stage of the Partnership Agreement.</p> <p>For additional information, you may download the Guidance Note 3_ Partner Integrity Capacity and Support Cost. https://unpartnerportalhelpcenter.zendesk.com/hc/en-us/articles/360019793613-Guidance-Notes</p> <p>Applicant Organizations should not reflect indirect costs /PICSC in their submissions (neither Annex B -Concept Note nor Annex C- Budget Plan). This will be done at a later stage for selected partners in consultation with UNHCR.</p>

<p>24. The proposed budget should be prepared on an annual basis or on the three-year basis?</p>	<p>As stated in the Annex C -Budget Plan, Applicants should submit the proposed indicative budget only for the period from 01 January 2023 to 31 December 2023.</p>
<p>25. How detailed should be the proposed budget? I.e. A breakdown for different positions/categories should be included in separate budget lines (e.g. lawyers, secretaries, teachers etc) or as a sum. In column E of the Budget "Description of the budget line", as we see an analysis of the personnel costs should be done, but this will be only at a text level within this column or we will add lines for every staff category/position? The same query exists also regarding the Administrative costs? Different budget lines should be added for breaking down the various costs (e.g. office rent / office supplies / utilities) or as a sum?</p>	<p>Applicant Organizations are encouraged to submit a detailed budget breakdown. Annex C -Budget Plan should present as a minimum the budget breakdown in lumpsums per type of expenditure as per the Budget Group Clarifications (2nd tab of the Annex C). The text description should provide the analysis of the costs for each of the four expenditure types [example for one budget line corresponding to all project partner personnel for an Output Statement: 1) Lawyers: remuneration x number of employees x months x % engagement in the project, 2) Social workers: remuneration x number of employees x months x % engagement in the project, etc.)].</p>
<p>26. Under Resources an the CN, in which costs of the overall budget are referred the Programme, Administrative and HR costs?</p>	<p>Human Resources costs entail a) Project Partner Personnel, namely all partner staff directly involved in the project implementation and b) Supporting Partner Personnel, namely national staff supporting the implementation of the project without being directly involved in the implementation (e.g Director; Finance Officer; HR Assistant).</p> <p>Programme costs entail the operational portion of the budget (except for the Project Partner Personnel), that is, all expenses directly linked and necessary for the implementation of the activity (e.g. travel costs, commercial contracts, communication, ICT equipment).</p> <p>Administrative costs entail all expenses indirectly linked with the implementation e.g. office supplies, contribution to local office rental, visibility costs.</p>
<p>27. Do we have to develop every section of the CN (Background and Rationale, Methodology and approach etc) separately for every Output Statement we will propose?</p>	<p>For each Output Statement, the Concept Note should include the requested information for sections Project Envisaged Outputs, Background and Rationale, Methodology and approach, and Resources.</p>
<p>28. Questions regarding ANNEX C – BUDGET PLAN: 1) Are we supposed to DELETE the lines referring to OUTCOME areas not related to our proposal? 2) How detailed should the budget breakdown be? For example, we plan to implement training seminars in 20 different cities. Should we add one budget line for each city?</p>	<p>1) Yes, Applicant Organizations may delete the lines related to Outcome Areas and Output Statements that are not relevant to their Concept Note and keep only the Output Statement(s) for which they wish to apply.</p> <p>2) Please use one budget line for all training seminars and explain in the description of this budget line (Column E) the number of seminars and the costs entailed (e.g. operational costs: venue, equipment, etc.). In addition, please list under Column F (Location) the 20 different cities where you plan to organize the seminars.</p>

<p>29. In relation to Project Envisaged Outputs Annex B and more specifically the targeted number of Persons of Concern, are we allowed to include range and estimation of targeted number of Persons of Concern or do we need to include a specific number of POCs?</p>	<p>Please include an approximate number of persons of concern targeted as beneficiaries through the suggested activities both in Annex B -Concept Note and in the relevant field in Annex C -Budget Plan.</p>
<p>30. In relation to the Budget Plan requirements will operational and administrative costs be inserted/estimated under each relevant output statement in percentage points in accordance/ agreement with the relevant number of staff members specifically appointed for each output statement?</p>	<p>The Annex C- Budget Plan should present the budget value for all operational and administrative costs (as per type of expenditure) that are relevant to the proposed activities in the Concept Note.</p> <p>In addition, the Concept Note should reflect under the Resources section the percentage of the estimated budget requested from UNHCR for Programme, Administrative and HR costs respectively in line with the submitted Budget Plan.</p>
<p>31. Will services be covered? Namely: 1. Legal advice and / or representation 2. Food provision 3. Psychological support by specialist 4. Social support by social worker 5. Support line</p>	<p>Yes, in principle. Services to targeted beneficiaries that are relevant to the proposed project activities in the Concept Note and their contribution to the respective Output Statement is clearly demonstrated may be covered. The endorsement of detailed budget lines and costs for a planned project will be determined after the completion of the selection process at the stage of the negotiations with the selected partner(s).</p>
<p>About submitting supporting documents</p>	
<p>32. About submitting supporting documents: Should we attach supporting documentation, that correspond to the ticked boxes in the second column in the PSEA self-assessment? Any other questions not included above?</p>	<p>Yes, please attach all supporting documentation that corresponds to the options detailed within the second column titled "Supporting Documentation" in the Partner Self-Assessment Form.</p>
<p>33. In the Call Annexes is stated "Supporting documents related to the PSEA capacity for organizations who have not previously undergone a PSEA assessment with the UN." By assessment do you mean PSEA Implementation plan?</p>	<p>If your organization has completed a PSEA Implementation Plan with UNHCR, this indicates that the Organization has already undergone the PSEA assessment with the UN, and therefore supporting documents do not need to be submitted. If your Organization has not previously undergone an assessment with UNHCR or has completed the assessment with another UN entity, then all documents related to PSEA capacity, including any related plans and other documents should be shared in order to assess PSEA capacity.</p>
<p>34. In the Call Annexes is stated "Organizations who have completed PSEA Implementation Plans do not need to resubmit the Self-assessment Form for PSEA." So if an organization have completed PSEA implementation plan do not have to submit/provide anything related to PSEA? How the completion of the Implementation plan should be proved? Does a communication (e-mail) with UNHCR colleagues is enough?</p>	<p>If your Organization has a PSEA Implementation Plan with UNHCR, this indicates that the organization has already undergone the PSEA assessment, and therefore supporting documents do not need to be submitted. Proof of completion of the Implementation Plan does not need to be submitted.</p>

<p>35. Our organization's deadline for the PSEA Implementation Plan was 30/6, and we don't have issues pending. Should we submit the PSEA self-assessment form?</p>	<p>If your Organization has completed a PSEA Implementation Plan with UNHCR, this indicates that the Organization has already undergone the PSEA assessment and therefore, the PSEA self-assessment form does not need to be submitted.</p>
<p>36. We have already updated our PSEA/safeguarding policy and taken all relevant PSEA actions and measures relating to HR systems, organizational management, reporting, training etc. including self-assessment in 2021 and 2022. A PSEA assessment from UNHCR took place on 31 March 2022 but a final assessment from UNHCR is still pending. Do we still need to submit Annex D form and supporting documents?</p>	<p>If your Organization has already undergone a PSEA assessment with UNHCR and is awaiting the final determination, Annex D and supporting documents do not need to be submitted.</p>
<p>37. Annex A_p.16_ "Partner's capacity to mitigate, respond and prevent Sexual Exploitation and Abuse: all potential partners are reminded to submit (via the UN Partner Portal) their PSEA self-assessment, ahead of a concept note submission, unless already assessed by a UN entity. The following applies to applicants who have not previously undergone a PSEA assessment with the UN", thus the organizations awaiting the final determination by UNHCR do not have to submit the self-assessment form and the final PSEA assessment will be uploaded by the UNHCR. Kindly confirm.</p>	<p>If your Organization has already undergone a PSEA assessment with UNHCR and is awaiting the final determination, no further documentation is needed.</p> <p>Once the final determination of the PSEA Assessment is completed by UNHCR, the completed Verification of Partner PSEA Capacity form will be shared with partners for them to upload to the UN Partner Portal.</p>
<p>38. Annex A_p.16_Other information: Along with the Annex E-Procurement Assessment Form, should we upload the PR Pre-qualification Letter by UNHCR?</p>	<p>Yes, Organizations who have received a Pre-qualification for Procurement letter by UNHCR should upload it along with the completed Annex E-Procurement Assessment Form.</p>
<p>39. Are there available any guidelines on the PSEA scoring that is requested in the end of the self - assessment (PSEA capacity score</p>	<p>No, there are not guidelines available on the PSEA scoring found at the end of the self-assessment. However, you may find useful information in the factsheet on PSEA Assessments in the UN Partner Portal.</p> <p>https://unpartnerportalhelpcenter.zendesk.com/hc/en-us/articles/360019616434-Factsheet-PSEA-Partner-Assessments</p> <p>As the next step in the PSEA assessment, UNHCR Country Office will review the form and documents, request clarifications from the organization and verify the organization's capacity as part of the selection process for partners.</p>
<p>Any other questions not included above</p>	
<p>40. In terms of the co-financing rate, what percentage of the proposed activities should be financed by UNHCR and what percentage should be the contribution of the applicant (own contribution)?</p>	<p>There is no predefined percentage threshold for the contribution of resources by prospective partners. Applicant Organizations should make reference to the resources (human resources, expertise, funds, in-kind,</p>

	<p>etc.) that can be made available or potentially mobilized by the partner to complement UNHCR resources for the implementation of the proposed activities.</p>
<p>41. We are very much interested in participating but we need to confirm that we are eligible as partners as it refers to NGOs (non-governmental organizations and other non-profit entities). For ESTIA, we were registered as "other non-profit" as our legal status gives us the right to have profit; however, we had submitted all evidence that we do not distribute profits. We are not considered a governmental body as our shareholders are both public and private entities and we are not financed by public resources. Given those facts, please advise whether Development Agencies can apply for this call.</p>	<p>Municipal entities, including municipal development agencies, who have signed in the past a Government Partnership Agreement with UNHCR (e.g. for the ESTIA Accommodation Programme), do not need in principle to go through the application process of the Call to be selected for partnership.</p> <p>UNHCR may engage in partnerships with government entities outside of the Call process. Relevant municipal and other government entities may express their interest and submit proposals at GREATIPMC@unhcr.org</p> <p>For more info, you may visit the UNHCR Partnership Guidelines on the UNPP (Guidance Note 1_Partner Selection and Retention) https://unpartnerportalhelpcenter.zendesk.com/hc/en-us/articles/360019793613-Guidance-Notes</p>
<p>42. In terms of the budget amount, what is the maximum amount of budget we can request for stream a) proposals?</p>	<p>There is no predefined budget threshold. UNHCR applies a results-based management approach, whereby Concept Notes will be evaluated against the weighted criteria as described in the Call, including the cost efficiency and proportionality of proposed activities and budget to the planned results and the number of targeted beneficiaries.</p>
<p>43. In terms of consortium composition, is it possible for one organisation to submit a proposal or do we have to have partners? If so, what is the minimum number of partners we are required to have?</p>	<p>UNHCR signs Bipartite Partnership Agreements with NGOs. Each Applicant Organization will be able to submit one application to the Call. In case a sub-partnership (or sub-contracting) is proposed as a modality of implementation, the Applicant Organization should clearly state the name of the sub-contracting entity and the activities to be undertaken by the sub-partner. The Applicant must also provide assurances regarding the oversight and control mechanisms in place as regards the proper use of funds allocated to third-parties. Please see also the response to Question #8 above.</p>
<p>44. Any other questions not included above: 1) Is there a maximum amount that can be requested per project proposal, for proposals under the stream with value of above 100.000 euros per budget year? 2) Is there a desired or required contribution rate/percentage of the partner (especially in cash?)</p>	<p>1) There is no predefined budget threshold for the selection stream A. Cost efficiency and proportionality of proposed activities and budget to the planned results and the number of targeted beneficiaries is part of the evaluation process (Please also see response to Question #43 above).</p> <p>2) There is no predefined percentage threshold for the contribution of resources by prospective partners. Applicant Organizations should make reference to the resources (human resources, expertise, funds, in-kind, etc.) that can be made available or potentially mobilized by the partner in order to complement UNHCR resources for the implementation of proposed activities.</p>

<p>45. Should our submission be successful, will it use its own organizational procurement procedures?</p>	<p>The purpose of the Annex E-Procurement Assessment Form is to determine the capacity of the Applicant Organizations and their processes for conducting procurement in line with UNHCR project requirements and compatible with UNHCR procurement principles.</p> <p>At the next stage of the Partnership Agreement, the General Conditions – Contents including relevant provisions on procurement shall apply. UNHCR Partnership Agreements templates are available in the UN Partner Portal https://unpartnerportalhelpcenter.zendesk.com/hc/en-us/categories/360000084113-UNHCR-Partnership-Guidelines</p>
<p>46. The proposed budget should be prepared on an annual basis or on the three-year basis?</p>	<p>The proposed activities and budget plan submitted should be for the period 1 January 2023 - 31 December 2023.</p>
<p>47. Personnel termination costs will be included in the personnel costs or in a separate budget line?</p>	<p>Applicant Organizations should present in one lumpsum all the costs related to engaging the proposed partner personnel including salaries, wages and other emoluments and entitlements (including potential termination costs) in accordance with applicable regulations and relevant legislation.</p>
<p>48. The call provides in a thorough way both the operational context and the possible activities. Can these texts be used by organizations and included in the proposal?</p>	<p>Applicant Organizations are expected to present in the Annex B - Concept Note their own proposals taking into consideration (without replicating) the operational context and indicative activities.</p>
<p>49. Number of PoC targeted as beneficiaries should be estimated and reflected on an annual basis or to correspond to the three-year duration?</p>	<p>Targeted beneficiaries should be estimated and reflected for the period 1 January 2023 - 31 December 2023 (in line with the period for which the budget is submitted).</p>
<p>50. After approval, will be given any time for preparation before the beginning of the project implementation? (i.e for staffing, planning etc)</p>	<p>Yes, once the selection process is completed and feedback is formally communicated, UNHCR will reach out to selected partners to initiate discussions on concrete project proposal(s) including project implementation parameters and arrangements.</p>
<p>51. Would interventions implemented by consortia/partnerships be eligible (or even encouraged), or only direct implementation by the applicant organizations will be considered?</p>	<p>UNHCR signs Bipartite Partnership Agreements with NGOs. Each Applicant Organization will be able to submit one application to the Call. In case a sub-partnership (or sub-contracting) is proposed as a modality of implementation, the Applicant Organization should clearly state the name of the sub-contracting entity and activities (incl. budget) to be undertaken by the sub-partner. The Applicant must also provide assurances regarding the oversight and control mechanisms in place as regards the proper use of funds allocated to third-parties. Please see also the response to Question #8 above.</p>
<p>52. We are registered as a social cooperative enterprise of collective & social benefit (KOIN.S.Ep) in Greece but does not make any</p>	<p>Eligibility as prospective partner is determined via the UN Partner Portal (UNPP) in the context of verification of the profiles of NGOs and non for-profit organizations that</p>

<p>profit. All our services are free and we operate solely on external funds to cover for professional's salaries. We can provide supportive and financial statements to prove this. Are we eligible to apply?</p>	<p>have registered on UNPP. The process is based on the examination of the registration documentation uploaded by the organization, inter alia, statutory and financial documentation.</p> <p>In case your organization's profile on the UNPP shows as "Verification Pending" by the deadline of 20 July, you may still apply to the Call, but eligibility will be determined thereafter.</p> <p>Organizations with no registration profile on the UN Partner Portal or showing as "incomplete Profile" cannot apply to the Call.</p> <p>See also Q41 for relevant information.</p>
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UNHCR Greece Multi-Functional Team

08/07/2022