

# Hariyo Ban Program



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## Small Grants Program

### **Frequently Asked Questions**

*1. Is there any format for proposal submission?*

A: Yes, the format along with guideline is available on the website mentioned in the announcement.

*2. Can new/volunteer organizations eligible to apply in the **Civil Society Organizations (CSO)** category? Do the organization established 10 months ago can apply in the CSO category?*

A: Organizational profile will play a part in final decision making as the ability to handle large projects and funds needs to be backed up by past records. Organizations registered under Organization Registration Act 2034 should have certificate of affiliation with Social Welfare Council (SWC) to be eligible to receive the grant. Other organization should have legal registration documents issued by relevant authorities. These documents need to be submitted only when the proposal is shortlisted.

*3. What is the proposal format, if an individual wish to apply for grant? Are there any other criteria for individual category?*

A: The proposal format of the individual category is same as that of CSOs. Personal Account Number (PAN) and CV is mandatory for individual category.

*4. Whether the probability of winning the public call for an individual or the organization is the same or does organization has the better chance than the individual and vice versa?*

A: Proposals will be selected as per the competency of the organization or individual. Both organizational and individual profile will play role in final decision making. In terms of financial accountability and field implementation capability, organizations will have added advantage whereas for research proposals both individual and organization will have equal chance.

*5. Does the proposal need to link Hariyo Ban related audiences/beneficiaries and/or activities during the research and implementation?*

A: The minimum requirement of the proposals is to complement/contribute Hariyo Ban objectives and results. If proposals focused within Hariyo Ban Program working areas and beneficiaries there will be higher chances of such complementarity.

6. *Can school level students apply in the student grant?*

A: No, school level students can't take part under student grant. University and college students can submit proposals for Bachelor, Master and PhD research grants.

7. *Can an organization based outside the CHAL/TAL area apply for the grant?*

A: Yes, organization based outside TAL and CHAL area can apply for the grant.

8. *What are the districts and VDCs under Hariyo Ban Program relevant for Small Grant Proposal?*

A: Following districts fall under Hariyo Ban Program working area:

TAL: Banke, Bardia, Dadeldhura, Dang, Kailali and Kanchanpur

CHAL: Chitwan, Gorkha, Kaski, Lamjung, Manang, Mustang, Nawalparasi, Syangja and Tanahun

Any proposal with field implementation should be confined to the above-mentioned districts. Proposal related to capacity building, policy and research at national level are also considered for grant.

9. *Can proposals be submitted to implement activities in Mountain districts?*

A: If the mountain district fall under CHAL proposals can be submitted for the same.

10. *Is there any guideline format for research projects headed by the academic institutions and projects submitted by private sector?*

A: No, there is no separate format/guideline for academic and private sector institutions. The format/guideline of the CSO category should be used for proposal submission.

11. *Can we propose income generation activities (alternative livelihood) other than NTFP like improved poultry keeping etc? Is there any specific number for beneficiaries?*

A: Since, Hariyo Ban Program objectives are related to biodiversity conservation and climate change adaptation, the program focuses more on green enterprises compared to other generic livelihood activities.

12. *Is there any flexibility in project period such as for two years or longer?*

A: No, there is no flexibility in the project period. It should not exceed one year.

13. *Can an applicant apply for multiple projects?*

A: Yes, an applicant can apply for multiple projects. An organization can submit proposal as a lead organization is also eligible to submit another proposal being partner organization.

*14. Are students eligible to apply in the Student Research grant category although proposal is yet to be accepted by institution?*

A: Initial consent of the institution is mandatory. Any changes in the proposal can be made later with mutual consent of concerned institution and Hariyo Ban Program.

*15. How many grants might be provided this year?*

A: The number of grants varies during each call and largely depends upon the quality and budget of proposals. The general manageable range will be around 8 - 10.

*16. In student grant, can we apply under Agronomy theme?*

A: If the proposal links with biodiversity conservation and climate change adaptation then the proposal can be accepted.

*17. Do recommendation letters from Government agencies needed while submitting proposals?*

A: During the proposal submission, recommendation letters are not required. Such letters may be required for projects that require significant involvement/oversight of GoN agencies.

*18. What about resource person's fee for workshop and training?*

A: Resource person's fee can be proposed in the budget sheet.

*19. Media House registered as private company can apply or not?*

A: Media house registered as private company are also eligible to apply under CSO and private sector category.

*20. How can you assure that idea and project submitted by one will not be awarded to others by copying the same idea?*

A: Hariyo Ban maintains confidentiality of all proposals submitted. List of awarded proposals are put on website for public information.

*21. If selected for year 2017 what will be the process for continuation for 2018 and 2019?*

A: Generally, continuity is not assured unless there is valid ground for the same. But process is the same –competitive through open call.

*22. Are there any criteria on how many themes should one proposal include or a good proposal covering a single theme is also equally capable of winning grants?*

A: There are no criteria on single or multiple themes.

*23. What if the budget of individual/organizational grant is below USD 10,000?*

A: Proposal will be disqualified.

24. *Can we (potential implementing partner) choose a theme of the enlisted seven in Annex III and a few others from list as cross-cuttings?*

A. All listed and cross-cutting themes are fine.

25. *What are NRM Groups? Affiliation/Registration? Do they have an umbrella group in TAL and CHAL? How many members are female? Do these groups have the mandate to work with NGOs working on media and gender?*

A. NRM groups include CFUG, CAMC, BZCF.

26. *What is the criteria for matching fund?*

A. Matching funds are encouraged. But this does not mean that such proposals will get additional marking. For proposals with equal footing, matching funds can help ensure the project strength. The matching fund and organizations' contribution has no limit.

27. *Can proposals with consortium of CSO and private sector apply for grant?*

A. Yes. Such proposal should clearly mention the name of lead organization.

28. *Is Budi Gandaki area priority river basin for Hariyo Ban Program?*

A. The priority sub- river basins in CHAL are Seti, Marsyangdi and Daraudi. Different intervention of climate change adaptation and Disaster Risk Reduction are done in Budi Gandaki but it is not a priority river-basin for long-term investment.

29. *How can proposal with larger budget (exceeding USD 50,000) apply for grant?*

A. Matching fund for larger proposals are encouraged. But such proposal cannot be applied as two separate proposals. Each proposal should have a complete set of outputs/results.

30. *Can construction and purchase of equipment be entertained?*

A. USAID has a construction compliance and prior approval is required. Such activity require third party certification and construction activities cannot be done without prior approval of USAID. Proposals with construction activity in project period demand significant time in processing and therefore are less favored. For purchase of any motorized equipment and or worth above 5000 USD, USAID approval is required. Since it demands extra time, and aspects like its usability after the completion of project is questionable. Due to these complexities, purchase of equipment are not encouraged.

31. *How can the sustainability be expected from a project with duration of one year?*

A. No project can be sustainable in isolation. We expect small grants program projects to come up with innovation and address the knowledge gaps which can then be replicated, scaled out through regular funding.

32. *How can anonymity be maintained in proposal?*

A. Anonymity need to be maintained in three ways. Organizational profile need to be submitted separately (in separate MS word file), do not mention organization name and details in technical proposal. For consortium projects, the proposal should clearly spell out as organization

A and organization B without revealing the names in technical proposal. Such proposal need to have the organization profile of consortium organizations.

The shortlisted proposals will be shared with Selection Committee Members who will sign a declaration of confidentiality. All unsuccessful proposals will be archived with confidentiality. The title and budget of successful proposals will be announced on the webpage. Since proposals are intellectual property of applicants, proposals will not be disclosed throughout the project period (unless demanded as part of the project implementation process) and only the final project completion report will be shared to public.

*33. Is grant provided for international workshop and statistical trainings?*

A. Grants are not provided to host or participate in international workshops and conferences and standalone trainings. Because outputs and impacts of such standalone trainings questionable and less favored.

*34. Are proposals building on the results of the past WOO grants be considered?*

A. If such projects are still active with resource leveraged from other sources, then they can be considered. Again, grants to such projects rests upon the strength of the proposal.

*35. Can the proposal be applied with livelihood as a major theme?*

A. Yes, but such proposal need to show clear linkage with either one of the theme: Biodiversity conservation or climate change adaptation as livelihood is a cross cutting component for Hariyo Ban Program.

*36. Will proposals with implementation in combination of districts within and outside of Hariyo Ban Program be considered?*

A. Yes, such proposal can be applied, however the major focus should be the core districts of Hariyo Ban Program (refer to answers about program area above).

*37. Do individual researches require organizational affiliation?*

A. It is not necessary. However, if the affiliated organization will be involved in the implementation of the project in any manner, then it is better to declare it right away.

*38. Can the cost of international researcher be included in the proposal?*

A. For international researcher to work in Nepal, prior approval is required. Project cannot fund their international travel and high cost for such personnel but project can cover their in-country travel and accommodation.

*39. Why overhead cost is not entertained?*

A. Flat overhead rate/amount is not allowed by USAID. For such costs, detailed budget breakdown like office rental, electricity, communication, local travel which could be directly allocated to Hariyo Ban Program should be provided.

*40. How can the management and restoration works be done and their outputs shown in a single year?*

A. The works of management and restoration are continuous works and are supported from Hariyo Ban regular fund. New ideas in such practices can be picked up by relevant authorities in after the project is over.

*41. Can proposal for capacity building be entertained?*

A. Capacity building that is limited to institutional capacity only come under the regular work. The important thing is the relevancy of such projects, particularly how such capacity will be applied in future.

*42. Is the ceiling USD 50,000 inclusive of VAT?*

A. Yes, the ceiling is inclusive of VAT and, it need to be settled through Internal Revenue Department before the project closure.

*43. Can group of students apply for Student Research Proposal?*

A. Yes, group of students can apply for a single proposal as fund is provided to single project and not on head count.

*44. Will the fund be provided to agroforestry, agronomy and market based livelihood?*

A. Yes, the fund can be provided to project of agroforestry, agronomy or market based livelihood, but they should have a clear linkage with the broader theme and their relevancy.

*45. Human wildlife conflict (HWC) is prevalent to areas inside and outside TAL and CHAL. Can the project fund for such highly sensitive aspect beyond TAL and CHAL?*

A. Yes, HWC is a sensitive and prevalent issue. Some areas or districts adjoining TAL and CHAL can be considered and projects solely can't be implemented outside TAL and CHAL.

*46. Can queries be sent during the proposal development process?*

A. Only till 27<sup>th</sup> November 2017, queries can be sent to [hariyobanprogram@wwfnepal.org](mailto:hariyobanprogram@wwfnepal.org) . Questions on clarity can be asked and leading questions to thematic heads are strictly prohibited.

*47. Is there any ratio for program and operations?*

A. No

*48. Can student research be applied for Jumla district?*

A. No. The project site should be inside TAL and CHAL.

*49. What are the focal faunal species of Hariyo Ban Program?*

A. The focal faunal species of Hariyo Ban Program are: **Greater one-horned rhino, Royal Bengal tiger, Elephant, Snow leopard, Musk deer, Red panda, Pangolin, Common leopard, Goral, Blackbuck, Swamp deer, Wild water buffalo and Gharial.**