

### Clarifications to the Call for Proposals (CFP)

**Project Title:** Strengthening national humanitarian mine action capacity in the central regions of Mali

**CFP Reference No.:** MAL/UNMAS/22299/2020/002

**Date:** 20 November 2020

Item	Page Number/ Section/ Paragraph (in original CFP)	QUESTION	ANSWER
1.	CFP page 8, Section 3, Project budget	Is it 1 million per sector or per project per sector?	It's 1 million per each sector, covering the two years, subject to satisfactory performance and availability of funds.
2.	CFP page 5, Section 3, Background and rationale	What do you mean about short and long-term project duration?	This CFP is two years for the project duration. However, funds will be granted on a fiscal year basis July to June, and continuation over two years will be subject to satisfactory performance and availability of funds.
3.	CFP page 18, Section 5, Component 1	The CFP does not establish whether or not the lead INGO needs to be certified by UNOPS. Can UNMAS Please verify if this is the case?	INGO certification by UNOPS is not a requirement for this CFP but NGOs registration's certificate to operate in Mali is required as part of the minimum conditions.
4.	CFP page 10, Section 3, Scope of Work	Does staff need to be accredited before the project starts up or can the training and certification happen during the project start up period?	The project teams are trained at the beginning of the project implementation, after the grant is issued. The certification/ evaluation/accreditation of the teams is done at the end of their training, which is done exclusively by the grantee. UNMAS Mali will only assess/conduct the accreditation of teams trained by the grantee.
5.	CFP page 5, Section 3, Background and rationale	Regarding the duration of the funds, page 5 mentions that allocation funding will be for 12 months until the "decision point" could you clarify this?	By decision point, we mean by the end of the first year (first 12 months or end of fiscal year), the decision to start the second year will be oriented by the progress performed against the logframe and implementation plan set out in the proposal, as well as

			availability of funds.
6.	CFP page 19, Section 5, Stage 2, Component 3 – No 6,7 and 8.	Can UNMAS clarify if an organization decides to submit a proposal for both sectors, can key staff and NNGO partners be shared on each sector proposal?	Yes this should not be a problem, some key technical positions and NNGO partners can be shared . Keeping in mind that each sector has a separate proposal, it is up to the INGO to demonstrate how staff members are allocated to the projects.
7.	CFP page 2, Section 1. CFP page 6, Section 3, Background and rationale.	Can an NNGO be a partner to the same INGO in both sectors (in addition to two more NNGOs)?	Yes, an NNGO can be the partner to the same INGO on both sectors in this case but with separate project teams per sector. The maximum number of local partners per sector is two NNGOs so a total of up to four NNGOs is permissible while applying for both sectors.
8.	Grant application template - Component 8: Grant Budget Breakdown, Justifications, and Assumptions	Is there a cap on the percentage of indirect costs of the total award amount?	The percentage of the indirect costs should not exceed 10% of the total award amount.
9.	CFP page 6 - Section 3 – Background and rationale	The CFP states that "operations may be directly implemented by the INGO in some 'cercles' of the intervention areas, max. 4 out of 10 cercles in Mopti" - could you please clarify whether this means that the INGO can legitimately have field teams budgeted to carry out some of these direct activities on the ground, in addition to NNGO field staff? Can the INGO & NNGO share/split (joint activities for instance) interventions within those cercles?	Yes, in addition to NNGO field teams, the INGO can have field teams budgeted to carry out some of the direct activities in some circles. A clear division of activities and locations( communes,villages) must be demonstrated
10.	CFP page 16 – Section 5 - Stage 1 – No 2	Applicants are asked to submit a final report and/or reference letter of most recent non-UNOPS project (page 16 CFP), is this for a project that was implemented in Mali? Are there particular things to think about regarding what report or letter is submitted (since it is meant to be non-UNOPS)?	The final report and/or reference letter (from donor or national authorities certifying that your organisation has implemented project x,) concern any relevant project (mine action or related fields) implemented by the organisation in Mali and/or worldwide, indicating the project objective, duration and performance.

11.	CFP page 16, Section 5, Stage 1 - No 2, 3 and 4.	Regarding the new format of the list of past experience: it is requested the following "Were activities and obligations fully delivered as per agreement? (Please note any deviations) ". Which details are required in case of deviations? And does it also mean that these details will have to be provided to every relevant past experience carried out by the organization at global level?	In case of deviations, you have to provide details about the objectives, targets not met. Yes, you have to provide the details of every relevant past experience carried out by your organization in the 05 past years, in Mali and globally.
12.	CFP page 9, Section 3, Results	For staff accreditation, will INGOs follow UNMAS curriculum and training modules, or do the implementing partners need to design their own training?	NGOs have the responsibilities to design their training module, to develop all the needed training materials. The training management package is submitted to UNMAS by Mine Action Actors for validation prior to the training.
13.	CFP page 14, Section 4	In section 4, it is mentioned - weekly updates - to whom? Which detail of update? IMSMA Form- which frequency? Progress report - which frequency?	<b>The Weekly update</b> highlights the main activities realized during the week . It is in the form of an email sent to the dedicated project coordinator of UNMAS. <b>IMSMA forms</b> frequency depends on the type; some are submitted once ready after the incident, others are submitted on a weekly or monthly basis. <b>Progress reports (Milestone)</b> are submitted on quarterly basis, they are detailed reports on the project activities implementation during a given period. Through the progress report (milestone) a case study is required. <b>The Monthly report</b> focuses on disaggregated figures, dates and information on some key achievements in a given format containing only tables to fill in with key figures. All these reports will be submitted in standard formats that UNMAS will share with the grantees.
14.	CFP page 1, CFP annexes.	Appendix 4 = how would you like us to present activities that cover more than a 12 month period (i.e. activities overlapping the 2 year implementation period for instance) in the format given that the implementation plan has 12 columns representing 12 months. Can the format be changed, or should we just find a clever way of filling out?	You can add necessary columns to present/consider the activities that cover the two years of your proposals; and yes, it is also up to the applicants to find a way to present the activities.

15.	CFP page 16, Section 5, Stage 1 – No 2	Regarding the submission of final reports and/or letter related to previous non UNOPS project: a) do we have to submit both or can we just submit the final report for instance; b) does this project have to be a mine action project?.	a) One of these documents is sufficient but if available you can also submit all of them. b) Mine action projects are desired but it can also be related field projects (protection of civilians' projects with similar activities).
16.	CFP page 2, Section 1. CFP page 6, Section 3, Background and rationale.	<u>Additional question raised through emails:</u> In the CFP for the north of Mali, UNOPS requested the international NGO to work with a minimum of one to a maximum of two national NGOs in capacity development in Mine Action. In the event where the international NGO selected two national NGOs for the CFP for the north of Mali, would it be possible to partner with one of these two national NGOs for this CFP?	The INGO can partner with one of its existing national partner (NGO) in the North as long as the national NGO is partnering with a total One INGO for all UNMAS CFPs in Mali

These clarifications shall form part of the official CFP documents. Please be guided accordingly.

Thank you.