

# SUN Movement Pooled Fund Grant

## Questions & Answers: Round Two

Published: 23 May 2017

- 1) Question: There is no donor convener in our country and we cannot get written support from the main bilateral or multilateral agency. What should we do?**

**Submitted: 17 May 2018**

Response: Please write to the SUN Movement Donor Network ([maren.lieberum@giz.de](mailto:maren.lieberum@giz.de)). In your email, address the following points (only requests that are covering all the following points will be considered by SUN Movement Donor Network):

- Explain the overall situation about donors in your country including the possible sources of funding (if any);
- Please provide a description (if known) of donor coordination body in the country and your communication with them;
- Explain your past efforts to contact donors. If you were not able to get in contact with them, please provide the reasons why.

- 2) Question: How many times should applicants write an interim report and when is due?**

**Submitted: 16 May 2018**

Answer: Only one interim report should be written for this 12 month grant. It should include activities from the first 4 months of the project. You have 14 days after the conclusion of the forth month to complete the report.

- 3) Does the final report include 12 months activities and when is it due?**

**Submitted: 16 May 2018**

Answer: The final report is for the entire grant duration of 12 months. Grant recipients have up to 60 days after the conclusion of the 12<sup>th</sup> month to complete their final reports.

- 4) Question: How should I budget for direct and indirect costs? What is the difference?**  
**Submitted: 16 May 2018**

Answer: Direct costs are the costs of implementing the activities described in the call for proposals, which could include personnel, supplies, services, etc. that are necessary for the project. Indirect costs correspond to the overhead expenses of your organization and the general administration of an organization that does not necessarily relate to the project.

- 5) Question: Our CSA has state chapters. Are they able to apply to the Pooled Fund?**  
**Submitted: 16 May 2018**

Answer: Yes. More than one application can be considered from a SUN CSA (so long as the applications propose different activities and budgets). Therefore, various state chapters of the CSA may apply. However, please see the conditions below:

Condition 1: Ensure that the country's CSA Coordinator is aware of the multiple submissions. The Government Focal Point/CSA Coordinator is welcome to endorse more than one application, but please include a copy of their letters in each application to minimize confusion for the evaluation committee.

Condition 2: Clearly write the name of the state/boundaries in the section of the application form.

- 6) Question: If our proposal were selected, would the funding be transferred directly to the Civil Society Alliance or through the Donor Convener?**  
**Submitted: 16 May 2018**

Answer: If your CSA has formed itself into an independent non-profit, we will transfer the funds directly to the CSA. Otherwise, if the CSA is made of multiple member organizations, we will transfer the funds to the organization that submitted the grant, i.e. the legal entity representing the CSA.

- 7) Question: Would grant recipients be required to report on indirect costs?**  
**Submitted: 17 May 2018**

Answer: Indirect costs are a lump-sum category and therefore, you must indicate how much money has been spent in that category. There is no requirement to provide break down of indirect cost. .

- 8) Should staff salaries and fringe benefits be reflected in the indirect cost category?**  
**Submitted: 16 May 2018**

Answer: The salary and fringe benefits of staff that work directly on the project may be included in the personnel category as a direct cost, pro-rated according to the amount of time spent on the project. Some salaries, retainer fees, or contract staff may be included in the indirect cost line item if those individuals work in general support of the organization's daily functions. If the staff salary is for a person that does not directly work on the project then this should typically be part of the overheads / indirect cost.

**9) Question: Are CSAs that have benefited from the MPTF in previous years eligible to apply for the Pooled Fund?**

**Submitted: 16 May 2018**

Answer: Yes. Previous MPTF grant recipients are encouraged to apply.

**10) Question: Would a proposal from a group CSOs in a SUN Country where there is no Civil Society Alliance be considered eligible?**

**Submitted: 17 May 2018**

Answer: If the applicant is from a country that is already a part of the SUN Movement, then the applicant may submit a proposal in partnership with other civil society organizations to form a new SUN Civil Society Alliance.