

CALL FOR PROPOSAL

“INCLU.DE: INCLUSION FOR DEVELOPMENT - AID 12759”

(ref.: 01/Grant/2023/AICS Maputo/AID 12759)

FREQUENTLY ASKED QUESTIONS (FAQ)

(Replies updated to 09 January 2024 – on top the most recent questions)

1. Who are the focal points of the Government partners that applicants may discuss with, get crucial information and guidance?

The following focal points were given by AICS Government partners:

Nome	Instituição	Nível	Rol	E-mail
Antonio Muchave	MGCAS	Central	Chefe do Departamento dos Assuntos da Deficiência	muchave25@yahoo.com.br
Flora Quembo	CNDH	Central	Assessora do Presidente da CNDH	assessora.cndh21@gmail.com
Sheila Massuque	CNDH	Central	Chefe do Departamento de Cooperação	sheilamassuque@gmail.com
Edma Suleimane	MISAU	Central	Chefe do Programa Nacional de Medicina Física e Reabilitação	edfasul@gmail.com
Efigenio Mandlate	MISAU	Maputo Províncias	Serviço Provincial de Saúde	

Helder Vilanculos Matsinhe	MISAU	Moamba	Serviço Provincial de Saúde	
Vanelio Simbine	MISAU	Sofala	Serviço Provincial de Saúde	
Albano Canxixe	MISAU	Sofala-Nhamatanda	Serviço Provincial de Saúde	
Clodoaldo Castiano	FAMOD	Central	Coordenador Executivo	c.castiano@yahoo.com clodoaldo.castiano@famod.org

2. Could you please specify the expectations for LOT 1 regarding the scope of support and presence on the district level as those are very specific districts and if there are any specific programs that AICS would like to create synergies with?

Activities related to LOT 1 (ER 1, 2, and 3) are primarily intended to be implemented at the Central level. The main geographical emphasis for these activities is on Maputo and Sofala Provinces. However, based on the findings of the planned studies and considering budget limitations, they may also involve other Provinces.

Specifically, for AICS there are no predefined specific districts or dedicated programs identified for direct synergy within LOT 1.

3. Stakeholders mentioned in the call (Mozambican Human Rights Commission (Comissão Nacional de Direitos Humanos - CNDH), Ministry of Gender, Child and Social Action (Ministério de Género, Criança e Acção Social - MGCAS), Ministry of Health (Ministério da Saúde - MISAU) and the Forum of Mozambican Associations of People with Disabilities (Forum das Associações Moçambicanas das Pessoas com Deficiencia - FAMOD) are eligible as co-applicants?

No, the stakeholders mentioned in the call (Mozambican Human Rights Commission (Comissão Nacional de Direitos Humanos - CNDH), Ministry of Gender, Child and Social Action (Ministério de Género, Criança e Acção Social - MGCAS), Ministry of Health (Ministério da Saúde - MISAU) and the Forum of Mozambican Associations of People with Disabilities (Forum das Associações Moçambicanas das Pessoas com Deficiencia - FAMOD) cannot be involved as co applicants due to their extensive involvement in all

stages of this call for proposal writing process, resulting in a potential conflict of interest, if they applied for funding under this Call for Proposals.

4. We understand there is some flexibility about activities, does it mean that some of those listed can be replaced and/or left out?

Please refer to the Section 2.14 of the guidelines (Types of activity).

“In Section 1.2 four priorities were established. All proposals for Lot 1 shall cover priorities 1, 2, and 3 (ER1, 2, 3). Proposals for Lot 2 shall cover priority 4 (ER4). The following indicative sub-sets of activities were proposed as suitable to pursue the respective expected results and may be financed under this call, with possible integrations and changes as deemed appropriate by the applicant”.

The listed activities/deliverables were proposed as suitable to pursue the respective expected results and may be financed under this call, with possible (and welcome) integrations and changes as deemed appropriate by the applicant – based on their expertise.

5. Is it essential that the project be implemented in Maputo and Sofala? No possibility of extending to Cabo Delgado province?

The answer depends on the Lot. As per Section 2.1.4 (Location) of the guidelines for grant applicants:

“Actions must take place primarily in the following country and provinces: Mozambique, Maputo City, Maputo Province and Sofala Province.

Activities related to ER 1, 2, and 3 (Lot 1) should be implemented at Central level (e.g Capacity-building activities), in Maputo and Sofala Provinces. Based on the findings of the planned studies and considering budget limitations, they may also involve other Provinces.

Activities related to ER 4 (Lot 2) should be primarily implemented in four health units in Maputo and Sofala Province where AICS has been supporting MISAU and other partners in activities in the health sector (non-communicable diseases, with some rehabilitation components, AID 12672). This action, and in particular the activities of the pilot project, are intended to complement the actions of AICS and MISAU in the districts of

Nhamatanda and Moamba (Health Units of Moamba Sede, Sabié, Nhamatanda and Lamego).”

6. Should the package of documents submitted in English have copies in Italian?

No. In the section 2.2.1 “Application forms” of the Guidelines it is stated that Applicants must apply in English or Portuguese.

Documents, when requested, must be supplied in the form of originals, photocopies or scanned versions (i.e. showing legible stamps, signatures and dates) of the said originals. Where such documents are not in a language other than English, Italian or Portuguese, a translation into English or Portuguese of the relevant parts of these documents proving the lead applicant's and, where applicable, co-applicants' and affiliated entity(ies)' eligibility, must be attached for the purpose of analysing the application.

7. How to get the application forms in Portuguese?

You can access the application forms in Portuguese through the following link: [PRAG](#)

[Grant Application Forms in Portuguese](#)

8. Can one applicant apply for both lots?

Yes, it is allowed for each applicant to submit one application per lot (one proposal per lot) in this call for proposals, regardless of their role.

9. If the Contracting Authority has fixed tranches of funds to disburse for each of the three years of the programme (for Lot 1 and for Lot 2), may the Lead applicant freely distribute the budget over the three years, or is there a mandatory allocation schedule?

No, the financial allocation is at the discretion of the lead applicant. However, it's important to bear in mind that the financial allocation proposed in the budget has to be adequate to implement the action and the activities foreseen. The yearly instalment payments are freely proposed by the Lead applicant, but they must ensure they are sufficient to cover the activities planned over the three years. With regards to the first

tranche of funding advance, if selected, the applicant may need to provide a financial guarantee equal to 100% of the first instalment, as stated in Article 15.8 of the special conditions: "If the grant exceeds EUR 60,000, the contracting authority may request a financial guarantee for the amount of the initial pre-financing payment."

10. The call for proposal document states the duration is maximum 36 months, does it mean the project can be shorter? In the presentation it sounds it must be exactly 36 months. Would it be possible to propose a duration of 24 months, for example?

No. The programme was devised and developed to be implemented over a period of 36 months, so the actions and activities proposed for its execution should be articulated over this time frame.

11. Who do you mean by "counterparts" on Slide 9? Do you mean CNDH or someone else?

The term "counterparts" on Slide 9 refers to the key entities (AICS Government partners) involved in the development of the Terms of Reference for this call for proposals. These counterparts include AICS, the National Commission of Human Rights (Comissão Nacional de Direitos Humanos - CNDH), Ministry of Gender, Child and Social Action (Ministério de Género, Criança e Acção Social - MGCAS), Ministry of Health (Ministério da Saúde - MISAU) and the Forum of Mozambican Associations of People with Disabilities (Forum das Associações Moçambicanas das Pessoas com Deficiência - FAMOD).

12. How often shall the grantee report to the Contracting Authority?

In the Article 15 option 2 of the Annex II (General Conditions) is stated that the grantee shall report every 12 months to the Contracting Authority.

13. Can a local DPO serve as a co-applicant?

Yes, it is indeed possible. But the DPO should not have been involved in the TDR drafting for this call for proposal (ex. FAMOD).

14. Regarding the geographical scope, must the districts in Lot 2 be identical to those in Lot 1 to be considered?

No, activities related to ER 4 (Lot 2) should be primarily implemented in four health units in Maputo and Sofala Province where AICS has been supporting MISAU and other partners in activities in the health sector (non-communicable diseases, with some rehabilitation components, AID 12672). This initiative, and in particular the activities of the pilot project, are intended to complement the actions of AICS and MISAU in the districts of Nhamatanda and Moamba (Health Units of Moamba Sede, Sabié, Nhamatanda and Lamego), applying a human rights approach to disability.

15. Do the Districts of Lot 2 should be coinciding with implementation districts action of Lot 1?

Not necessarily, activities related to ER 4 (Lot 2) should be primarily implemented in four health units in Maputo and Sofala Province where AICS has been supporting MISAU and other partners in activities in the health sector (non-communicable diseases, with some rehabilitation components, AID 12672). This action, and in particular the activities of the pilot project, are intended to complement the actions of AICS and MISAU in the districts of Nhamatanda and Moamba (Health Units of Moamba Sede, Sabié, Nhamatanda and Lamego).

1. Due to budget limitations, could the activities of LOT 1 be implemented only in Beira District?

Activities related to LOT 1 (ER 1, 2, and 3) are primarily intended to be implemented at the Central level.

The main geographical emphasis for these activities is on Maputo and Sofala Provinces.