



# UNODC

United Nations Office on Drugs and Crime



## **Previous and current recipients of funding from UN Voluntary Trust Fund for Victims of Trafficking in Persons (UNVTF) and/or other UN funds**

- Q1) *Is an organization allowed to receive funding from any combination of the UNHCR, UN Voluntary Trust Fund for Victims of Trafficking in Persons, UN Fund for Victims of Torture, and Democracy Fund?***
- Q2) *We are 2019 and 2020 recipients for UNVTF funding. Can we submit a request for funding?***
- Q3) *I am inquiring whether we are eligible to apply for this round of call for applications because we currently have a running project funded by UNODC/UNVTF***
- Q4) *We were a previous recipient from the United Nations Voluntary Fund on Contemporary Forms of Slavery. Would we be eligible for the below call for proposals?***

### **Response:**

- Previous and current recipients of UNVTF, UNHCR, UN Voluntary Fund for Victims of Torture, United Nations Voluntary Fund on Contemporary Forms of Slavery and/or the UN Democracy Fund are eligible to apply for funding under this call for proposals
- Applications from previous and current UNVTF grantees must include a statement detailing:
  - lessons learnt from previous UNVTF funded project(s);
  - the difference between the proposed project and the previous project. At a minimum, it is expected that the proposal will include new activities, target group(s) and/or location(s)
- Applicants in receipt of funding from all other donors will need to ensure that the costs, activities and beneficiaries of the proposed project are distinguished from those relating to the applicant's other operations. This may be supported by a proposed start date that follows the current project's end date.

### **Ineligible costs**

- Q5) *We notice that there is a statement regarding eligibility in the Guidelines and Ineligible costs. As per our interpretation that the proposed project should be a standalone project that neither the budget items should already be in operation, nor they can be co-funded. E.g. If we want to apply for a headcount for this project, this headcount needs to be newly created and spend 100% of the time dedicated to the project.***

### **Response:**

- Applicants must ensure that there is no proposed double funding (i.e. the same costs being funded twice for the same activity); and that costs are directly verifiable and traceable to the activities being implemented.
- It is admissible: to request funding for a pre-existing staff role; and/or to request funding for a proportion of a staff member's full time salary. Please use the description column of the budget spreadsheet to specify the staff role against which costs are allocated and the proportion of full time that will be contributed. The project budget should only



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include costs related to the proportion of time that a staff member will commit to the UNVTF project. Please see below examples.

### Example 1

A Project Manager is employed by the applicant to work for 40 hours per week on a variety of projects. Her salary is USD 1000 per month. The applicant proposes to allocate 20 hours per week to the UNVTF project for a 6 month period. These 20 hours will be entirely funded by UNODC. The remaining 50 per cent of her time will be allocated to an ongoing project funded by another donor.

Description	Unit	Quantity	Cost per Unit (USD)	Partner Cost (USD)	UNODC Cost (USD)	Total Cost (USD)
<b>1101 Staff and other personnel costs</b> Costs for staff who will contribute directly to the implementation of the project. Please use the 'description' column to specify the staff role against which costs are allocated and the proportion of full time that will be contributed (e.g. Project Manager 50%)						
Project Manager (50%)	Month	6	500	0	3000	<b>3000</b>

### Example 2

A counsellor will be employed by the applicant to work for 40 hours per week on the proposed UNVTF project. His salary will be USD 750 per month. The applicant proposes to allocate all 40 hours per week to the UNVTF project for a 9 month period. These 40 hours will be partly funded by UNODC and partly funded by a local charitable trust. The application includes evidence of the charitable trust's secure USD 1750 contribution to the proposed project.

Description	Unit	Quantity	Cost per Unit (USD)	Partner Cost (USD)	UNODC Cost (USD)	Total Cost (USD)
<b>1101 Staff and other personnel costs</b> Costs for staff who will contribute directly to the implementation of the project. Please use the 'description' column to specify the staff role against which costs are allocated and the proportion of full time that will be contributed (e.g. Project Manager 50%)						
Counsellor (100%)	Month	9	750	1750	5000	<b>6750</b>

### Indian Foreign Contributions Regulation Act (FCRA) registration

**Q6) Can a grass root organization who don't have FCRA registration certificate apply for this grant?**

#### Response:

- To be eligible to apply for grant funding under this call for proposals, the applicant must be a non-profit making organisation (CSOs including NGOs, CBOs) registered under the relevant Laws of the country where it is registered and in the country where it will be implementing the proposed project.



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- UNODC will not advise on national legislation re. receipt of foreign funds

## Joint applications

**Q7) *Is it possible for two NGOs to submit a joint application under this Call for Proposals?***

### **Response:**

- Each application must have one named lead applicant. UNODC will only enter into a grant agreement with that organisation. The lead applicant organisation must be directly responsible for the preparation and management of the project. It is possible for additional partner NGOs to work with the lead applicant to prepare an application and to deliver a UNVTF funded project. In this instance, the project proposal should clearly indicate how the proposed relationship will be managed and which entity will deliver which activities.

## Award amounts

**Q8) *I completed the project proposal budget and including the programme support cost rate of 10%, our grant amount requested added up to \$73,672 USD. I read that the max amount requested could be \$60,000 USD.***

### **Response:**

- The total proposed cost to UNODC (including indirect or 'programme support' costs) must not exceed USD 60,000 under sub-programme 2 (or USD 20,000 under sub-programme 1)
- The applicant may choose to:
  - reduce the proposed direct and indirect costs to bring the total grant requested to less than or equal to USD 60,000; or
  - identify partner funding to cover the additional USD 13,672 (N.B. in the instance that the application is shortlisted, evidence of the secure USD 13,672 contribution to the proposed project will need to be included with the full proposal application form)

## Multiple applications

**Q9) *Under the eligibility guidelines (4.2) it mentions that applicants must only apply for a grant under one sub-programme. Can organisations submit separate multiple applications (for different country programmes) under one sub-programme?***

### **Response:**

- Multiple applications under one sub-programme are admissible

## Location

**Q10) *Would UNODC/UNVTF consider multi-country proposals (under one sub-programme)?***

- Proposals for projects to be delivered in more than one country are admissible

## Financial compensation to victims

**Q11) *Under ineligible costs the guidelines mention direct financial compensation to victims. Does this include for example, income generating assistance grants***



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***that are provided to victims in reintegration to ensure that reintegration is successful and sustainable beyond the life of the project?***

**Response:**

- Proposals involving income generating grants that are aimed at achieving the objectives, focusing on the priority issues and meeting all other requirements as outlined under section 1, 2 and 3 (as relevant) of the Call for Proposals will be considered. Direct financial compensation merely offering money to survivors without any follow-up or supporting activities (e.g., vocational training on financial literacy, integration into formal financial sector, etc) is not the object of UNVTF and will be regarded as ineligible cost.

**Project start date**

***Q12) What is the appropriate project dates for organizations submitting a concept note for grants under subprogramme 2? When should the project initiate?***

- The estimated start date for projects under sub-programme 2 is July 1<sup>st</sup>, 2020. Applicants may wish to propose a later start date if this is better suited to organisational plans.