

**International non-governmental organizations (INGOs)**

*Q1) I was wondering if INGOs are eligible for the UN Voluntary Trust Fund for Victims of Trafficking in Persons?*

*Q2) Are INGOs eligible to apply for the funding opportunity?*

**Response:**

- International non-governmental organizations (INGOs) - that meet all eligibility criteria (see Call for Proposals 2.1) - are eligible to apply.

**Multiple applications**

*Q3) Can an organization submit more than one application? I am writing on behalf of an organization that operates in several locations. Could we submit separate applications for each of our locations, or should we only submit one application?*

*Q4) Can an organization send in more than 1 application for different programs, at different locations?*

**Response:**

- Multiple applications are eligible

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

*Q5) Is a grantee of UN Trust Fund against Torture eligible to apply for this call for proposals?*

*Q6) We are currently delivering a UNVTF funded project. Are we eligible to apply for funding under this call for proposals?*

*Q7) We applied for funding under the fourth cycle of the UNVTF Small Grants Programme - Are we eligible to apply again?*

**Response:**

- Applications from previous and current recipients of UNVTF and UN Voluntary Fund for Victims of Torture are eligible under this call for proposals.
- Applications from previous and current UNVTF grantees must include a statement detailing:
  - lessons learnt from previous UNVTF funded project;
  - 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.)



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- 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.

### **Prior experience**

***Q8) The announcement mentions the need for the institution to have at least 01 year of proven experience. We were in doubt about how we would prove our experience? What materials are used for this verification?***

***Q9) For an organization that has demonstrated experience with its own means for the implementation of activities that provide assistance to victims of trafficking and torture inflicted on defenseless persons, will its produced reports be evaluated by the Board of Directors in the same way as grants received from donors?***

### **Response:**

- Eligibility against the criteria *demonstrate prior experience of at least one (1) year implementing activities in the area of direct assistance to victims of trafficking in persons in line with the Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children, supplementing the United Nations Convention against Transnational Organized Crime or in providing other services to vulnerable populations including IDPs and forcibly displaced persons* will be assessed through responses to 1.2 *Prior experience in implementing similar activities* of the Project Proposal application form.
- 'Prior experience' is not limited by funding source.
- Documents may be checked for truthfulness and accuracy of representation through various means, including but not limited to internet searches, formally official confirmation from responsible offices, letters of recommendation, etc.

### **Eligible languages**

***Q10) The original organisational financial statements and the association legal registration are only in Italian language. Can we send this documentation even in Italian? Should we provide a declaration in English to certify their validity?***

### **Response:**

- The following documents may be submitted in the original language:
  - Copy of original registration (and re-registration if applicable) certificate as evidence for legal credentials of the organization and registration by 31st January 2020;



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- Audited organisational financial statements for the last fiscal year. In the absence of audited statements, other official documents, signed by an authorised representative and demonstrating annual income will be accepted

Official translation and/or additional authentication of these documents is not required at the initial application stage. Documents may be checked for truthfulness and accuracy of representation through various means, including but not limited to internet searches, formally official confirmation from responsible offices, letters of recommendation, etc.

All other required documents must be submitted in English or French.

### **Registration**

*Q11) Our organization was registered on 9th March 2020. Are we eligible to apply and what financial statement would be acceptable?*

*Q12) We are a recently established and registered Non-Profit Organisation. The organization has been established to provide emergency and temporary place of safety for human trafficking victims. We haven't received any funding hence we don't have audited financial statements. Can we still apply?*

*Q13) For an organization which has not received a substantial grant but has the associated funds of the various financial partners in small grants to complete some of the achievements of its objectives, and given limited financial means to call on the auditors for verification of financial compliance. At this level, does this organization account for a possible chance of eligibility before the board of directors, in view of the requirement of the UNVTF administration that audited organizational financial statements for the last fiscal year must be presented? The activities carried out are not necessarily such as to call into question the transparency and financial management capacities of this organization.*

### **Response:**

- In order to be eligible for a grant, applicants must have been registered by 31 January 2020.
- An audited organisational financial statement for the last fiscal year should be submitted as part of the application. In the absence of audited statements, other official documents, signed by an authorized representative and demonstrating annual income will be accepted.
- Grant awards will not exceed the entity's annual income for the previous fiscal year.

### **How to apply**

*Q14) Should we send our project proposal and all accompanying documents as single attachments or all in a zip folder?*

*Q15) Can I have the submission form by email please*

*Q16) I would like to have the project's application form and the Budget application form as part of the upcoming submission.*

*Q17) I would like to ask you for the attachments to the call for the project. Among other things, the application form for a project, the budget model and any other document that can allow us to follow the guidelines.*

*Q18) You have referred to Sections 1.2 and 1.3 in the proposal application form mentioning that they appear on the page 'Call for Proposals' on your website. However, we are not able to find those sections on the said page. Kindly let us know where we will find relevant information on the project objectives and the theme based on which we have to develop the proposal.*

*Q19) As part of the Fifth Round of the UNVTF Small Grants Program, we would like to request the global version of the submission form.*

*Q20) Can reports of ongoing activities with mid-term reports be sent for evaluation to the UNVTF Board of Directors?*

*Q21) We would like to submit a tender for your call for projects and would like to have your funding framework and the budget format if available.*

**Response:**

- You may send as single attachments or in a zip folder.
- The Call for Proposals and all application templates can be downloaded from <https://www.unodc.org/unodc/en/human-trafficking-fund/2021-call-for-proposals.html>.
- Sections 1.2 and 1.3 can be found in the Call for Proposals (Guidelines for grant applicants of the Fifth Cycle of the UNVTF Small Grants Programme) document that is available in [English](#) and [French](#).
- Only the documents specified at 3.2 of the Call for Proposals will be evaluated. Please do not submit any additional documentation.

**Joint applications**

*Q22) Is a regional network eligible to apply for this funding? The eligibility criteria states that "be directly responsible for the preparation and management of the project, i.e. not acting as an intermediary"*

*Q23) The secretariat of the organization prepares and manages the projects but implementation of activities is done in partnership with member organizations in several countries. Therefore, I would like to have more clarity in this look.*

**Response:**

- Each application must have one named lead applicant. UNODC will only enter into a grant agreement with that organization. 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, details of the proposed relationship should be included in the project proposal under 'Role of key stakeholders'.

### **New applicants**

*Q24) A new applicant (first time for this fund) may apply or not?*

**Response:**

- New applicants may apply

### **Eligible rentals**

*Q25) Is Pakistan a country eligible for this program or not?*

*Q26) In light of the explanations provided above and in order to be in line with point 1.4 of the project's location mentioned in your eligibility guidelines "Projects to be implemented in transit and destination countries will all be considered", we would like to ask you whether Benin is eligible as a transit and/or destination country?*

*Q27) Is the organization from the left bank of the Nistru River of the Republic of Moldova (registered in Transnistria) to apply?*

**Response:**

- This is a global call for proposals. Applications from Pakistan, Benin and Moldova are welcome.

### **Indicative timeline**

*Q28) If selected, when will the organization receive the fund?*

*Q29) What is the time-frame for the project if we want to apply for co-funding of larger project?*

**Response:**

- We estimate that funds will be received in time for project implementation to start on June 1st.

### Reparation/repatriation

*Q30) We have identified a group of young women and men. They paid a consultant on arrival. We are informed that the consultant is missing, they have no relevant documents to work on, and we know they are in pain. With this call for small grants, we would like to ask if we can apply to help them with repatriation to their country because they have no means because they have no job.*

#### **Response:**

- Reparation - Direct financial compensation to victims is not an eligible cost under this call for proposals.
- Applications proposing delivery of assistance with family reunification and/or repatriation with full consent of the victim will be considered.

### Award amounts

*Q31) What will be the funds limits for a new applicant?*

*Q32) I would like to know the financial envelope provided by the fund for this activity.*

#### **Response:**

- Proposals with budgets ranging from USD 5,000 to USD 20,000 will be considered for award. Grant awards will not exceed the entity's annual income for the previous fiscal year.

### Non-profit status

*Q33) I have heard that nonprofits are not allowed to receive funding from both the UN Voluntary Trust Fund for Victims of Trafficking in Persons and the UN Voluntary Fund for Victims of Torture, but have not seen this in writing. Can you please confirm (or, even better, disabuse me of this notion)?*

#### **Response:**

- In order to be eligible for a grant, applicants must be non-profit making organisations (CSOs including NGOs, CBOs).

### Staff costs

*Q34) Is it possible to include a lawyer, a psychologist, and a social assistant to accompany the project?*

#### **Response:**

- Costs may be allocated to staff who will contribute directly to the implementation of the project.

### **Proposals including partner contributions**

*Q35) Could you please clarify the following point from the guidelines: "Proposals including partner contributions must include evidence of secure funding" (pg. 6) If an international NGO were to apply with a local partner organization(s) (involving sub-grant funding to provide assistance with support from FTS), does the evidence of secure funding need to come from FTS, the partners, or both? Also, what would constitute "evidence of secure funding"?*

#### **Response:**

- The budget template should be completed to include all costs required for the direct implementation of the proposed project. Costs for which funding is requested from UNODC should be included in the 'UNODC cost' column and must not exceed a maximum of USD 20,000.
- Costs that are required for the direct implementation of the project but for which funding is not requested from UNODC should be included in the 'partner cost' column. Where costs are included in the 'partner cost' column, evidence of secure funding is required.
- Evidence of secure funding should verify how the partner costs will be funded and that this funding is secure. Examples include: a signed donor agreement covering the proposed period and activities; or a letter from a donor confirming that partner funding will be provided if the grant application is successful.

### **Eligible activities**

*Q36) Can we apply so that girls raped and victims of genital mutilation who need medical support can be healed in different clinics? We would like to empower girls who rely on forced begging economically through production and marketing soap for their self-reliance.*

#### **Response:**

- Medical assistance is a priority activity under this call for proposals
- Applications proposing delivery of vocational training will be considered.