China-IFAD SSTC Facility
Frequently Asked Questions

1. **What is the process for submitting a Project Proposal?**

   Project Proposals must be submitted through any IFAD division; at headquarters or field level. At the field level, this would mean through the IFAD Country Office, Regional Hub or Regional South-South and Knowledge Centre.

   The applicant could either be an IFAD Division or an external partner organization of IFAD:

   - Where an IFAD division is the direct applicant, that Division will be the grant Recipient.

   - Where an IFAD Division intends to apply with a partner organization, the division itself is responsible for identifying that organization. This should be done prior to the submission of the Project Proposal. The partner organization will be the grant Recipient; in this case the grant will be implemented in coordination with the submitting IFAD Division.

   Funding under this Facility is restricted to activities to be implemented in developing countries.

2. **What are the eligibility criteria required for an external partner organization to benefit from a grant under the Facility?**

   An external partner organization could be either an institution or an organization, meaning a governmental organization, a Multilateral, an inter-governmental organization, a United Nations institution, NGO, community-based organisation (including cooperatives and farmers' organisations), a research institution, university, academia, private sector organization and private business entity, provided that it is:

   - Registered in a developing IFAD Member State;

   - Broadly working in the agriculture and rural sectors;

   - Involved in rural transformation activities;

   - Able to provide evidence of legal status and capacity to enter into a grant agreement.

3. **Are multilateral/inter-governmental/United Nations organizations eligible to apply to the Facility?**

   Yes, multilateral/inter-governmental/United Nations organizations are all eligible, provided that, in addition to the criteria listed in FAQ 2, they also meet the following additional criteria:

   - be operational at the country level; **and**

   - submit the Project Proposal in partnership with at least one institution or organization in a developing country.

   Where the multilateral/inter-governmental/United Nations organization does not fulfil the two additional criteria above, the Facility Secretariat may accept Project Proposals submitted by an institution/organization in a developing country in partnership with a multilateral/inter-governmental/United Nations organization (i.e.

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the submitting organization will be from a developing country, while the multilateral/ inter-governmental/United Nations organization will be the implementing partner).

4. At the time of submission of the Project Proposal, must the target countries already be identified?

At the time of the submission, the Project Proposal must clearly specify the countries to be covered. Project Proposals planning specific activities to identify potential target countries will not be eligible for funding.

5. Does the same review procedure apply to all Project Proposals?

A due diligence review process is carried out on all applications, with a specific due diligence process applied to applicants from private sector organizations and private business entities.

The review of Project Proposals submitted by applicants from private sector organizations and private business entities may entail a longer and more detailed due diligence process as per IFAD's Guidelines, Procedures and Policies on engagement with the private sector.

6. Mandatory requirements

A Project Proposal will be considered valid only if the following documents have been submitted:

a. **Project Proposal:** applicants must use the revised template provided in the call for Proposals. The overall Proposal shall not exceed 10 pages, excluding annexes. The Project Proposal must clearly indicate the Project Leader's name and contact details (section 2) as well as any other relevant contact persons (section 3). Please note that in **all cases** the Project Leader **must** be an IFAD Staff Member.

In addition to the above, applicants should ensure that the following items are clearly stated in the Proposal:

o List of activities to be implemented under the project. All activities must be implemented in developing countries;

o List of IFAD Project(s) which the grant will complement (if applicable);

o If the SSTC grant is intended to complement an on-going IFAD Project, the Project Proposal must clearly indicate what the current activities are in that Project, and which new ones will be funded by the SSTC grant should the Proposal be approved;

o The recipient name, organization and contacts should be clearly stated in section 19 of the Project Proposal template.

b. **Activity-based budget:** the submission must also include the full activity-based budget using the provided template (the cost of each activity should be clearly stated with units, number of units, unit cost, etc.).

c. **Results management framework:** The submission must also include the Results Management Framework using the template provided in appendix VII.

The application will be ineligible if any of the above documents or information is missing.

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For an applicant that is an external organization in partnership with an IFAD Division, the following additional information will be required only if the submission is successful:

    a. Audited Financial Statements from the last two years;

    b. Financial Management Assessment Questionnaire;

    c. Evidence of the legal status;

    d. Self-certification of eligibility for IFAD grant financing.

7. Management fees.

Management fees for Project Proposals <u>shall not exceed 8% of Project direct costs</u>.

8. What are the documents of reference of the China-IFAD SSTC Facility?

The legal framework of the China-IFAD SSTC Facility is made of:

- The China-IFAD SSTC Facility – Implementation Guidelines, 31 March 2018
- The China-IFAD SSTC Facility – 2018-2019 Strategic Guidance Note, 18 June 2018

IFAD's standard Policies, Procedures and Guidelines related to grants are also applicable.

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