QUESTIONS FROM THE CALL FOR RESPONSIBLE PARTNERS

N	Date	Time	Questions	Answers
0.	Recei	Recei	Questions	Allowers
0.	ved	ved		
1.	17 th Marc h 2020	5.21 pm	Want more information about the recent call for proposal launched by UN women.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
2.	17 th Marc h 2020	6.20 pm	Is it possible in this application to cover three objectives in one application that relates to the organizational core mandates.	Yes, it is possible if the proponent has relevant organizational capacity, but please note that the annual budget remains the same.
3.	18 th Marc h 2020	11.24 am	Kindly share with us the full details.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
4.	18 th Marc h 2020	3.28 pm	A national non-profit company based in X, Kenya, reviewed the call for proposal as referenced in the subject and find ourselves qualified on most technical requirements except on the	We encourage you to apply and UN Women will evaluate your proposal against the set criteria including the technical experience and potential innovations/uniqueness of the proposal. UN Women cannot engage during the call for proposal period before the contracts are negotiated and awarded.

			required years of institutional experience i.e. 5yrs. On that note, our request is to discuss ideas to further strengthen component III, outputs 3&4, and seek clarification on possible exemption of the institutional experience or alternative ideas including consortium application	
5.	19 th Marc h 2020	8.16 am	How are we applying these documents	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
6.	19 th Marc h 2020	9.44 am	We are interested in the above call and would like to participate in end of violence against women and girls (VAWG) Including election period. Could you kindly send us information on description of required services, timeframe, competencies, eligibility criteria and templates for the submission for our use since we have been unable to	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.

			download the same from the website.	
7.	19 th Marc h 2020	10.44 am	We are interested in applying for the call by UN Women "UN Women Kenya Call for Proposal: Responsible Partners."	For component 1 the proponents can submit a proposal for this one output only.
			We have gone through the call for proposal and would like clarity on other conditions Each proposal must include only one component and minimum two outputs.	
			On component 1 Enhance accountability mechanisms and women's ability to participate and influence governance structures at national and county level there is only one output which strengthened participation and influence of	
			women in the planning and budgeting processes (14 Devolution counties) Provide guidance on how to go about this since we are interested in aligning our submission to component 1.	

8.	20 th Marc h 2020	5.13 am	Request for proposal Application form and guidelines. We are not able to get application form in the website provided, if you can send the word format through email.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
9.	20 th Marc h 2020	7.59 am	We are working on a proposal and have selected Component I 'Enhance accountability mechanisms and women's ability to participate and influence governance structures at national and county level'. It specifies we must select a minimum of 2 outputs. However, Component I only has 1 output beneath it. Component V 'Strengthen the capacity of women to participate in and influence peace and security processes' has 2 outputs but X County is not eligible for one of them. We wish to select Output 2 (under Component V): Access to DRR and humanitarian services by women and girls increased (10 Devolution Counties) as	For component 1 the proponents can submit a proposal for this one output only. Under component V, the proponents can respond to either one output or both two outputs.

			our <u>second</u> output. Kindly confirm this is ok?	
10	23 rd Marc h 2020	7.59 am	Request for additional information regarding the call for proposals for Responsible Partners. Keen to explore how we can participate in the call for proposals.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
11	23 rd Marc h 2020	1.54 pm	Enquiry concerning your call for proposal for civil society due on 6 th April 2020. Currently reviewing the call and would like to obtain some clarification in regard to component 1. Component 1 has only one output yet in the requirements the guidelines given indicate that you can only bid for one component with a minimum of 2 outputs. Advise on our eligibility against your set criteria.	For component 1 the proponents can submit a proposal for this one output only. The details of the selection criteria are specified on the website (https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/). We would need a specific question on the eligibility criteria to be able to answer. UN Women cannot unfortunately start to evaluate individual proponents against the criteria at this stage: each proponent must assess their eligibility against the given criteria and submit the proposal accordingly.
	23 rd Marc h 2020	2.53 pm	On the requirement "Each proposal must include only one component and minimum two outputs." –	Yes, we expect to receive applications that cover all the activity areas in an output. The proponents can make arrangements to form a consortium to address all the activity areas in an output.

			does the applicant need to propose to cover all the suggested activities under a specific output?	
			On the geographic focus, does the applicant have to apply to cover all the areas listed? E.g. for Output 2. Increased citizen civic understanding and advocacy on women's rights to participate in governance processes (Turkana, Marsabit, Kwale and Kitui) — does an application need to cover all these counties or can it be limited to one or more?	The application can be limited to the counties where the proponent is present programmatically in line with the eligibility criteria.
13 .	24 th Marc h 2020	4.39 pm	In regard to UN Women Call for Proposals from responsible partners, a local proponent seeks for clarification on the following. 1. Which are the 14 devolution counties targeted in component 1?	(https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/): Turkana, Marsabit, Wajir, Mandera, West Pokot, Lamu, Tana
			2. Is it possible to include elements of other components for example (component 2 & 5) in component 1 proposal?	Yes, it is possible if the proponent has relevant organizational capacity, but please note that the annual budget remains the same.

14	25 th Marc h 2020	6.17 am	We are interested in applying for the grant. Kindly clarify for us the following question. Are the counties in brackets per result area clusters that the submissions have to consider in terms of coverage as one or can the proposal cover any one or two of the counties in brackets	The application can be limited to the counties where the proponent is programmatically present in line with the eligibility criteria.
15	25 th Marc h 2020	8.41 am	Can an organization submit two proposals for the same component covering two different geographical areas? Is there a ceiling for the personnel and admin costs? Does one submission have to cover all the counties as bracketed or it can target one or two of the counties?	No, there need to be one proposal and the geographical areas can be differentiated in the activities and budget. Yes, there is: personnel cost is maximum 20% of the direct programme cost. The admin is maximum of 7% of the direct programme cost. M&E is maximum of 3& of the direct programme cost. The proposal can target one or two, or more counties in one proposal, but limited to the specified counties specified under each output. E.g. Component I has 14 devolution counties (see the list under question 13 above), from which the proponent can pick the ones that are relevant to them but other than the listed 14 devolution counties cannot be included in the proposal.
16	25 th Marc h 2020	8.49 am	A Nongovernmental organization working in Kenya to improve the quality of lives of women infected with HIV/AIDS wish to get more information regarding the above-mentioned call for proposal.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.

17	25 th	2.48	Is a national CBOs/FBO with	UN Women encourages you to apply; at the later stage of the Call for Proposals we will
	Marc	pm	different governance	do an institutional capacity assessment for all the proponents who have passed the
	h	P ····	structure than required in the	evaluation stage to assess the governance structures.
	2020		Cfp eligible to apply? I.e. a	eranaanon orage to access and gevennames on accanosi
			member-based organization	
			without an official Board and	
			the following documents are	
			not available:	
			1. Governance,	
			Management and	
			Technical	
			2. Human Resource	
			3. Procurement	
			4. Administration and	
			finance	
			5. Client relationship	
			3. Chefft relationship	
18	25 th	3.29	We are really interested in	Please apply for the call for proposals. In line with the rules of the call for proposal, UN
10	Marc	pm	applying for your call for	Women cannot discuss with individual proponents about their applications neither the
•	h	piii	proposals, particularly for	details of the call until the selection process has been completed.
	2020		component 3. Would our	details of the can until the selection process has been completed.
	2020		organization be eligible for	
			the fund, and if so could we	
			have a call with the relevant	
			party to discuss the	
			opportunity in greater detail	
			and to understand the precise	
			targeted outcomes.	
			targeted outcomes.	
			Lastly, I am wondering if the	The deadline has been postponed to 15.4.2020 at 11.59pm.
			deadline has remained the	The deadline has been postponed to 15 meses at 11 meses at 11 meses
			same in light of COVID-19 or	
			Jame III light of COVID 13 01	

			if the deadline has been extended?	
19	26 th Marc h 2020	8.30 am	Send us more information on the above call for proposals.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
20 .	26 th Marc h 2020	8.42 am	Following your advert in the link below, I write to request for a soft copy of UN Women Kenya Note 2019-2022 https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/	The key priorities from the UN Women SN 2019-2022 are included in the ToR of the call for proposals. Further details can be found on our website: www.genderinkenya.org
21 .	26 th Marc h 2020	9.05 am	It is mentioned in the ToR that: "The annual budget range for this proposal should be 30,000 – 200,000 USD per proposal.". This means that if the project is on 2 years, the total budget should be between 60,000 and 400,000USD. Is that right? Can we include co-funding in the project? The project we will propose will start in 2021	Please note that the proposals are expected for the duration of one year, and the 2 nd and any subsequent years are subject to the availability of funding. Yes, but it should be very clearly specified which part of the programme is funded by UN Women and the other partner and their part of the programme should be identified in the proposal in detail to get a better understanding of the whole project

22	26 th	9.26	and is already co-funded. UN Women would become partner. Is that allowed?	Voc. all those degree at he submitted as listed in the ToD 221
	Marc h 2020	am	Reference is made to your recent call for proposals for Civil Society organizations. We are writing to seek clarification whether we are required to attach all the Capacity Assessment minimum documents (Annex B-4) while sending in the proposal?	Yes, all these documents have to be submitted as listed in the ToR page 22 ¹ .
23 .	26 th Marc h 2020	9.43 am	We have interest to participate in your call for proposals. our interest is to Enhance gender sensitive adaptative capacity of the counties to climate change and strengthen women's capacity to meaningfully engage in climate smart agriculture and agribusiness and access to market. I request for more details to apply.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.

¹ List of Registration, Rules of Governance / Statues of the organization, Organigram of the organization, List of Key management, CVs of Key Staff proposed for the engagement with UN Women, Anti-Fraud Policy Framework which is consistent with UN women's one or adoption of UN Women anti-fraud policy, Sexual Exploitation and Abuse (SEA) policy consistent with the UN SEA bulletin ST/SGB/2003/13 (Where RP has adopted UN Women SEA Protocol, RP has to ensure to have developed a SEA policy), Administrative and Financial Rules of the organization, Internal Control Framework, Audited Statements of last 3 years, List of Banks, Name of External Auditors, Procurement Policy/Manual, Templates of the solicitation documents for procurement of goods/services, e.g. Request for Quotation (FRQ), Request for Proposal (RFP) etc., List of main suppliers / vendors and copy of their contract(s) including evidence of their selection processes, List of main clients / donors, Two references, Past reports to clients / donors for last 3 years.

24	26 th Marc h 2020	10.20 am	Enquiries on Outputs: "Each proposal must include only one component and minimum two outputs" Please clarify this statement: In the TOR there are some components like Component 1, with only one output.	For component 1 the proponents can submit a proposal only for this one output. For other components "Each proposal must include only one component and minimum two outputs" still holds.
25	26 th Marc h 2020	12.29 pm	Give us more information on this call	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
	26 th Marc h 2020	12.39 pm	Request for more information concerning the call for proposals. UN Kenya. We are interested to participate.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
	26 th Marc h 2020	1.15 pm	We are registered as a limited company. Are we still eligible to apply for the call or is it limited to NGO, CBO, FBO and other nonprofit making organizations?	Unfortunately, you are not eligible to apply as per the TORs for the Call for Proposals: please see page 4 of the ToR.
28	26 th Marc h 2020	1.28 pm	How does UN Women define Climate Smart Agriculture? Is it the same as Agroecology Approach in your definition?	Please submit your proposal with your definition and use the link below for your reference. https://www.bing.com/search?q=climate%20smart%20agricultural%20technology%2C%20unwomen&qs=n&form=QBRE&sp=-

				1&pq=climate%20smart%20agricultural%20technology%2C%20unwomen≻=0-
				46&sk=&cvid=F1221C09AED94802A0489F39116F78F0
			We are concerned about the	As a result of the ongoing COVID-19 situation in Kenya, please note that the deadline
			short window period between	has extended to 15.4.2020 at 11.59pm.
			the date the Call was	· · · · · · · · · · · · · · · · · · ·
			launched and the 6 th April	
			2020 deadline for	
			Organizations to apply. Might	
			you be considering extending	
			the deadline to give us	
			adequate time to develop	
			quality bids especially now	
			that Co-ordination with	
			partners is a bit slow due to	
			Corona Virus pandemic?	
			·	
29	26 th	2.07	Seeking clarification on Who	Unfortunately, you are not eligible to apply as per the TORs for the Call for Proposals:
	Marc	pm	can apply?	please see page 4 of the ToR.
	h	P		promote page 1 or and 1011
	2020		Can a limited company	
	2020		registered in Kenya and has	
			extensive knowledge and	
			<u> </u>	
			expertise in Gender	
			Mainstreaming & women	
			training and empowerment	
			programs and has	
			worked with other UN	
			agencies and County	
			Governments apply?	
30	26 th	2.08	Can a private	Unfortunately, you are not eligible to apply as per the TORs for the Call for Proposals:
	Marc	pm	company involved	please see page 4 of the ToR.
			providing knowledge and	
			, , , , , , , , , , , , , , , , , , , ,	

	h 2020		opportunities for SMEs through training programs with elements of mentorship, run challenges objectives such as seed funding and enterprise growth participate in the call for proposals? We work through partners in the proposed areas of implementation, is this acceptable?	
31	26 th Marc h 2020	2.25 pm	Women-led Local NGO based in Western Kenya and would like to partner with your organization. Kindly send us the necessary details for proposal development.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
32	26 th Marc h 2020	2.39 pm	Seeking clarification on whether our activities have to match the ones outlined under each output for the different component	Correct, your proposed interventions/activities should align to those outlined in the call for proposals under each component area.
33	26 th Marc h 2020	3.27 pm	We are interested in this call, and your guidance on the application procedure will be highly appreciated	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
34	27 th Marc	7.50 am	Kindly send us a proposal template in word document.	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/

	h			You can find the template and all other required information on the same page from a
	2020			link "Call for Proposals Template"
				We have sent you an email with the above text and the word-template on 31.3.2020.
35	27 th	8.05	I want to inquire if local	In the requirements of the call it is noted: "UN Women requests calls for proposals
	Marc	am	organizations can bid for the	from competent individual international and/or <u>national</u> Non-Governmental
	h		call in a consortium.	Organizations (NGOs), Community Based Organizations (CBOs) and Faith Based Organizations (FBOs) with presence in the target counties ² , or a consortium of such
	2020			organizations (1 203) with presence in the target counties, or a consortium of such organizations partnering together in the stated geographical areas." National
				organizations can send a proposal, if they fit the other eligibility requirements specified
				on our website and under the details which can be uploaded from the link.
	o =th	0.00		
36	27 th	8.08	We would like to know more	In line with the ToR page 13 which can be uploaded from our website, Technical and
•	Marc	am	information on the order at	financial proposals should be submitted as part of the template for proposal
	h		which technical, financial and other forms and documents	submission (Annex B2-3) in one email the dedicated email address:
	2020		are submitted. How it should	procurement.bids@unwomen.org
			appear based on the	
			priority/required order.	
37	27 th	9.18	Give clarification regarding	Please note that the call is linked to our website, where all the details are included:
	Marc	am	this call	https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-
	h	G. I I I		partners/
	2020			You can find the template and all other required information on the same page from a
				link "Call for Proposals Template"
				We have sent you an email with the above text and the word-template 0n 31.3.2020.
38	27 th	13.10	The organization is ready to	Please note that the call is linked to our website, where all the details are included:
	Marc	pm	partner with other	https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-
	h		organizations as a consortium	partners/
	2020		to respond to the stated	You can find the template and all other required information on the same page from a
			components.	link "Call for Proposals Template"
			On behalf of the XXXX, mine is	We have sent you an email with the above text and the word-template on 31.3.2020.
			to show interest in your call	
			for proposal and guide/advise	
			on the way forward.	

² Turkana, Marsabit, Wajir, Mandera, West Pokot, Lamu, Tana River, Isiolo, Garissa, Samburu, Kilifi, Busia, Kajiado, Narok, Kwale, Kitui, Laikipia, Bungoma, Vihiga, Kisumu, Nairobi

39	27th Marc h 2020	1.06 pm	Checking from the list there is no Kakamega County. Does it mean organizations from Kakamega County do not qualify?	Unfortunately, Kakamega is not part of the targeted counties. However, if your organization is also based in the other counties targeted by the call and has programmatic presence, you are welcome to apply.
40	27 th Marc h 2020	1.28 pm	Seeking clarification in areas indicated here below. In light of the COVID pandemic and its effects in Kenya, the government has placed restrictions on physical meetings, and some organisations have limited their activities drastically including meetings. This has made meeting for proposal writing with these organisations somewhat difficult to achieve. In light of these, would an extension to the 6 th April 2020 deadline be considered?	As a result of the ongoing COVID-19 situation in Kenya, please note that the deadline has been extended to 15.4.2020 at 11.59pm.
			Under the outputs there are certain actions listed. For any of the outputs selected, are we mandated to implement all the actions listed in any of the listed counties? Or can one pick the actions they	Correct, we expect to receive applications that cover all the activity areas in an output. The proponents can make arrangements to form a consortium to address all the activity areas in a specific an output.

		deem most competent to achieve?	
		In the consortium, must the sub grantee meet the criteria of being operational in the selected implementation counties for 12 months prior to this call, or is it mandatory for the prime organization only?	In a consortium, either the prime organization or the sub grantee must meet the criteria: "Experience working in the target counties. Have presence of not less than 12 months prior to this call (including an office and resident staff) in the target counties. Alternatively, applicants should demonstrate that they have existing partnerships or will establish partnerships with key Women's Rights Organizations (CBOs/CSOs/FBOs) based in the target districts through a consortium."
		On the inclusion criteria for having ground presence in the geographical area for past 12 months, is it mandatory to have implemented VAWG programs within the stipulated duration?	It is not mandatory to have implemented only VAWG program for the duration of 12 months, other programs are also counted in.
27 th Marc h 2020	1.38 pm	Requesting for the following clarifications: Do you expect each proposal per county, or one can focus on any of the components in more than one county? Kindly clarify if the stated budget per proposal given as 30,000 – 200,000 USD applies for one county per component or in multiple of counties per component or/	Please submit your applications per component., as specified in the instructions The budget is meant to cover the whole component with multiple counties.
	Marc h	Marc pm	In the consortium, must the sub grantee meet the criteria of being operational in the selected implementation counties for 12 months prior to this call, or is it mandatory for the prime organization only? On the inclusion criteria for having ground presence in the geographical area for past 12 months, is it mandatory to have implemented VAWG programs within the stipulated duration? 27th the stipulated duration? 1.38 Requesting for the following clarifications: Do you expect each proposal per county, or one can focus on any of the components in more than one county? Kindly clarify if the stated budget per proposal given as 30,000 – 200,000 USD applies for one county per component or in multiple of

			for multiple components in a county. Does the sealed enveloped	Kindly note applications are only being accepted electronically through the email
			proposal imply that you expect hard copy applications submitted to your offices physically?	address provided on the Call for Proposal by the stipulated deadlines.
42	27 th Marc h 2020	7.49 am	Request for the full details on the call to enable us to respond competently	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a
				link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020.
43 .	27 th Marc h 2020	7.56 am	Seeking clarifications on the following issues. This proposal in the instruction documents has been said to have two sections, the 2nd section is well explained but the details on the first section are very scanty, particularly on the CFP letter for Responsible Parties and Proposal data sheet for Responsible Parties. The UN Women Terms of Reference are clear.	This is a comment, no specific question asked.
			The local CBO with offices and operations in X County has been in operation since 2012	We encourage you to apply: if your proposal is passed through by the evaluation committee, the institutional capacity assessment will be done after.

		however most of the activities and funds support received have always been 'in kind' form. i.e. supported with various equipment to enable carry out its mandate and as search financial records are basically only for group members contributions and expenditures on various community activities. Albeit the group has along term experience working around the 5 components as highlighted. Kindly advise.	
27 th Marc h 2020	11.59 am	We wish to get further information	Please note that the call is linked to our website, where all the details are included: https://www.genderinkenya.org/news/un-women-kenya-call-for-proposal-responsible-partners/ You can find the template and all other required information on the same page from a link "Call for Proposals Template" We have sent you an email with the above text and the word-template on 31.3.2020