



**Support to Priority Actions for
Gender Equality in Serbia**



**Call for Proposals No. 2021-01 GEF II – Enhancement of Women’s Position in the Labour Market
Frequently Asked Questions**

No.	Question	Answer
1.	In terms of the areas to be covered by project activities can we involve women from rural and urban areas?	<p>In line with the CfP, section ToR - Description of required services and measures proposed by CSOs, project activities should address specific needs of the women in the labour market and work towards increased availability of services that will enable them to access the labour market in both urban and rural areas.</p> <p>In Project Proposal (Annex B-2) organization should elaborate area to be covered as well as to explain target groups and their involvement in the project activities.</p>
2.	Can the support represent a continuation of the previous initiative?	<p>In line with the CfP, section ToR - Description of required services and measures proposed by CSOs, Responsible parties (i.e. CSOs) should develop and implement pilot measures contributing to the improvement of the position of women in the labour market.</p> <p>Follow up of previous initiatives that proved to have sustainable results can be supported. In Project Proposal (Annex B-2) proponent should explain sustainability of previous results and how the support builds on them.</p>
3.	Can we have women victims of violence as beneficiaries under this CfP?	<p>As it is stated in the CfP, section ToR - Description of required services and measures proposed by CSOs should in particular target multiple discriminated and vulnerable groups of women.</p>
4.	Can CSO apply even though it has less than five years and more than three? Can lead organization have less than five years of operation while partner organization has more than five years of operation and experience.	<p>In line with the CfP, Annex B-1, it is required that proponent (i.e. CSO) as an organization has been in operation for at least five (5) years. In exceptional circumstances three (3) years of history registration may be accepted. However, proponent has to provide good justification of its capacities. It should explain the experience in</p>

		<p>implementing projects which budgets at least correspond to the value of the budget under this CfP, then to explain administrative and organizational capacity of the organization as well as to provide required policies and procedures as requested under the Annex B-4 of the CfP.</p>
5.	<p>Who can be partner organization? Experience of the partner organization?</p>	<p>In line with the section ToR - general overview of services required/results this CfP is intended for Civil Society Organizations that have gender equality, women's rights and/or antidiscrimination set as one of the organization's goals in Statute, that are legally registered in Serbia and have specialized knowledge, expertise and track record of working on gender equality, improving the status of women in the labour market and their economic empowerment.</p> <p>Hence, partners under this CfP can only be CSOs. They should have experience in gender equality and/or women economic empowerment. However, administrative, organizational and management requirements stipulated in Annexes B-1 and B-4 refer only to lead organization.</p> <p>It is up to lead CSO to decide if it will have partner(s) in the project and to properly explain the role of the partner(s) in implementing project activities and achieving results.</p>
6.	<p>Can salaries be paid for women that benefited from previous projects? What is the ceiling for salaries?</p>	<p>In line with the CfP, Annex B-2, Component 6: Results-Based Budget, salaries should be paid only for the personnel engaged on project implementation (i.e. project team). For project personnel proponent will fill in Annex B-3 i.e. format of resume for proposed staff. Experts can be engaged as external consultants for implementing certain activity/activities if stated and justified in the project proposal and indicated in budget.</p> <p>As it is defined under the Annex B-2 of the CfP maximum amount for the salaries of the project staff (personnel) is 35% of the <u>total project budget</u>.</p>
7.	<p>Could you please provide more details on references to be submitted under Annexes 1 and 4? In the Annex B-4 it is stated that two</p>	<p>In line with the CfP, in the Annex B-1 proponents should provide the following information for each reference: name of the organization, name</p>

	<p>references should be submitted as mandatory documents. Can reference be provided by organizations/institutions with which we cooperated on projects related to gender equality, gender-based violence (or it must be only for the economic empowerment projects)?</p>	<p>and surname, position, contact details (e-mail mandatory, other optional). References can be provided by organizations/institutions with which the proponent cooperated on projects in the following areas: gender equality (including gender-based violence), women’s rights and/or women empowerment.</p> <p>Under Annex B-4 Proponents should submit, as part of their application package, two references in the form of a letter issued by institution/organization that supported their work/project (i.e. donor) or with which they cooperated in implementing certain activities. Since the letters are prepared for the purpose of this CfP it is recommended to be in English language.</p>
<p>8.</p>	<p>Could you explain what you mean by this requirement: Confirm proponent has a permanent office within the location area.</p>	<p>To be able to implement activities smoothly, in line with the Annex B-1, organization should ensure constant presence in the area to be covered by project activities. This should be explained in the project proposal.</p>
<p>9.</p>	<p>Could you explain what you mean by this requirement: Proponent must agree to a site visit at a customer location in the location or area with a similar scope of work as the one described in this CFP.</p>	<p>As part of the capacity assessment process, in line with the Annex B-1, UN Women may decide to conduct site visit to the beneficiary of previous project implemented by proponent. This can be conducted as part of the assessment of the experience in implementing projects.</p>
<p>10.</p>	<p>Could you explain in more details the Annex B-4?</p>	<p>In line with the CfP, Annex B-4 Capacity Assessment minimum Documents is a mandatory document to be completed by CSOs. As part of the capacity assessment process, CSOs are requested to submit documents that will cover different areas, such as governance, management, administration and finance, procurement. All documents listed in Annex B-4 and defined as mandatory shall be submitted by the proponent (i.e. CSO). Capacity assessment is important process in the overall evaluation since selected CSOs should have adequate human, technical and managerial experience, procedures in place to assure transparent public procurement process as well as anti-fraud (anti-corruption) policy and internal control in place to secure smooth implementation of the project.</p>