

No	Question	Response
1	From the documents available from the link shared i.e. Invitation for Proposals and the Country Program Document, it is not clear if UNFPA is focusing on particular geographical areas in Somalia or if any district is eligible. We are also interested to know if there is any budget ceiling.	No particular geographical areas are determined at this stage. Usually, intervention areas are decided in consultation with the Government of Somalia. The primary purpose of this Invitation is "to identify eligible non-governmental organizations (national and international) for prospective partnership with UNFPA Somalia to support achievement of results outlined in the Country Programme Document 2018-2020 and section 1.3" of the Invitation. The financial ceilings for the entire Country Programme 2018-2020, per thematic area, are indicated on Annex 1 (available for download on the website of the Invitation).
2	We appreciated for your announcements and needs for further clarifications on submitting the Call for Expression form if there is a UNFPA version to fill.	The Word version of the Invitation has been uploaded to the website where the Invitation is advertised. Applicants are kindly asked to fill Attachment I.
3	Kindly can you confirm as and proposal documents	The Word version of the Invitation has been uploaded to the website where the Invitation is advertised. Applicants can utilize the Word version to make their submissions. Applicants are kindly asked to fill Attachment I. Additional documents may be submitted in support of applications.
4	Can Please share with us your special proposal templates or let me know that we can use our own formats.	The Word version of the Invitation has been uploaded to the website where the Invitation is advertised. Applicants are kindly asked to fill Attachment I.
5	Is there a guideline for the budget amount/ceiling?	As stated in the Invitation, the primary purpose of this Invitation is "to identify eligible non-governmental organizations (national and international) for prospective partnership with UNFPA Somalia to support achievement of results outlined in the Country Programme Document 2018-2020 and section 1.3" of the Invitation. The financial ceilings for the entire Country Programme 2018-2020, per thematic area, are indicated on Annex 1 (available for download on the website of the Invitation).
6	Is there a guideline for the timeframe of the project (i.e. max duration)?	Typically, UNFPA-supported projects may vary from a few months to a full year.
7	Is there a word count or page limit for each section of the proposal?	No word count as such. However, objectivity are conciseness are welcome.
8	Do the activities in our project need to contribute to the achievement of all 5 of the mentioned results (i.e. results a. to e.), or can it contribute to the achievement of only one result?	The activities can contribute to the achievement of only one result.

9	Is there a specific format required for the excel sheet outlining the activities/budget?	No specific format. It is up to the applicant organization to present the information as it sees fit.
10	We wonder if you can send your proposal template in doc.	The Word version of the Invitation has been uploaded to the website where the Invitation is advertised.
11	One of the requirements in the documentation was legal status of the NGO in Somalia and the legal status of the NGO in home country. We have legal status from ministry of youth and sports and also we have legal status from benadir regional administration. Is that is ok or we need also a legal status from Ministry of Interior of Somalia.	In the Federal Government of Somalia, it is necessary to be registered with the Ministry of Interior of the Federal Government. In Puntland it is necessary to be registered with the Ministry of Planning and Development of Puntland. In Somaliland, NGOs need to be registered with the Ministry of Planning of Somaliland.
12	Is it possible to share with us the application form in word file so as to easily fill the application?	The Word version of the Invitation has been uploaded to the website where the Invitation is advertised.
13	Would please share the invitation proposal word version	The Word version of the Invitation has been uploaded to the website where the Invitation is advertised.
14	Could you please share with us the proposal template "Attachment 1"?	The Word version of the Invitation has been uploaded to the website where the Invitation is advertised.
15	1. Do i fill the blanked Proposal format or separate proposal is needed? 2. What does the annual report means to you?	The Word version of the Invitation has been uploaded to the website where the Invitation is advertised. The Annual Report is the annual report of the NGO applying under the Invitation.
16	Around how many award that UNFPA is expecting in this call?	The purpose of the Invitation is primarily "to identify eligible non-governmental organizations (national and international) for prospective partnership with UNFPA Somalia to support achievement of results outlined in the Country Programme Document 2018-2020 and section 1.3" of the Invitation. There is no ceiling on the number of organizations that may qualify as Implementing Partners.
17	Are there any range of budget that UNFPA expect each submission to be?	The purpose of the Invitation is primarily "to identify eligible non-governmental organizations (national and international) for prospective partnership with UNFPA Somalia to support achievement of results outlined in the Country Programme Document 2018-2020 and section 1.3" of the Invitation. There is no pre-specified range of budget.

18	In terms of NGO contribution, are there any benchmark for % of contribution required? If the contribution is in-kind, do they have to be newly acquired? If we already have existing resource in locations where we intend to apply for UNFPA funding, can that be considered as NGO contribution?	The purpose of the Invitation is primarily "to identify eligible non-governmental organizations (national and international) for prospective partnership with UNFPA Somalia to support achievement of results outlined in the Country Programme Document 2018-2020 and section 1.3" of the Invitation. There is no benchmark percentage, however a contribution from the NGO is expected. UNFPA wishes to partner with NGOs that have a structure and a capability to deliver on the ground. If contribution is in-kind, it does not have to be newly-acquired. Existing resources of the organization may be considered as NGO contribution depending on the nature and scope of these existing resources.
19	UNFPA has any geographic priorities and/or restrictions for the proposed program? Are applicants required to cover all federal states/regions or can we specify specific locations based on our areas of operation and expertise?	UNFPA operates all over Somalia. It does not have geographic priorities as such. It follows prioritization by the Government to a very large extent and emerging humanitarian situations. Applicants are not required to cover all federal states/regions. Applicants may focus on specific locations based on their areas of operation.
20	Are applicants expected to cover all of the outcomes and outputs in the CDP or can we specify based on our areas of operation and expertise?	Applicants need to cover at least one of the outcome areas in the CPD.
21	Which are the specific mandated areas in Somalia where UNFPA is planning to implement through this program?	Please refer the CPD document (available on the website of the Invitation) which clearly articulates the mandate areas of UNFPA. UNFPA operates all over Somalia. It does not have geographic priorities as such. It follows prioritization by the Government to a very large extent and emerging humanitarian situations.
22	Is there a budget ceiling for any NGO applying for this program?	No, however budgets need to be realistic, cost-effective and commensurate.
23	In the documents it states that, this is a 3 year program starting from 2018 to 2020 when is the estimated month in 2018 does UNFPA envision to start this program?	The country programme started on 1 January 2018.
24	In this application should NGOs provide a detailed proposal or this information will be needed latter after selection?	The applicants should provide all the information requested on the Invitation document, which is available for download on the UNFPA website. Applicants are kindly asked to fill Attachment I.
25	The document also talks about partnership with UNFPA, does this mean that NGOs are expected to co- finance this program?	Some level of co-funding is expected.
26	Are there specific annexes required for submission along with the Attachment I – NGO Profile and Programme Proposal, such as a Theory of Change or Log frame of the project?	No, there are no specific additional annexes. Nevertheless, applicants are invited to submit any additional supporting documentation they see fit.

27	Concerning the allocation of financial resources, what is the foreseen USD amount granted to a single project – specifically under Outcome 3, where the “regular resources” are set to 0.8 million?	The purpose of the Invitation is primarily "to identify eligible non-governmental organizations (national and international) for prospective partnership with UNFPA Somalia to support achievement of results outlined in the Country Programme Document 2018-2020 and section 1.3" of the Invitation. For the purpose of this Invitation, UNFPA will not set an USD amount to be granted to a single project under Outcome 3. Applicants should utilize their discretion and reasoning, and focus on demonstrating their capacity to implement projects.
28	Would it be possible to explain more in details what the “Other Resources” consist of? Are the co-financing modalities to be sought by the applicant?	"Other resources" are resources to be mobilized by UNFPA over the course of the Country Programme 2018-2020. "Other resources" usually come from bilateral donors. Financial contributions from applicants are not considered as "Other Resources". Financial contributions from applicant NGOs are considered as co-financing.
29	Can we submit one proposal consisting of relevant projects in Outcomes 1, 2, 3 and 4?	Yes, but if the applicant writes one single proposal for different outcomes, the proposal must be well-articulated and easy to understand.
30	Shall we write different proposal for the different outcomes?	Not necessarily, but if the applicant writes one single proposal for different outcomes, the proposal must be well-articulated and easy to understand.
31	Is there maximum number of proposals that we can submit per outcome or in total?	The purpose of the Invitation is primarily "to identify eligible non-governmental organizations (national and international) for prospective partnership with UNFPA Somalia to support achievement of results outlined in the Country Programme Document 2018-2020 and section 1.3" of the Invitation. There is no maximum number of proposals per outcome, but quality (rather than number) will be the key factor in the evaluation of the proposals.
32	I would like to ask for more clarifications about the following section whether it has been meant, Reference of donor community, government institutions or Bodies of board of trustee. Section F. References Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship	"References" are people and organizations who are familiar with the work of the applicant NGO and who can provide a recommendation on the NGO. It could be a donor, a Government institution, another NGO, a Board, or another institution.
33	Applicants are kindly asked to fill Attachment I, could you please clarify whether this attachment is separate document or it is meant the main invitation for proposal document	Attachment I is available as part of the Invitation file. Please refer to pages 4 to 7 of the Invitation file (this is Attachment I). You may download it in the following web address: http://somalia.unfpa.org/sites/default/files/submissions/Invitation%20for%20Proposals%20-%20UNFPA%20Somalia.pdf

34	How apply here	Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email clearly marked “NGO Invitation for Proposals” at the following e-mail address: bids.somalia@unfpa.org by 15 June 2018.
35	May we send our proposal through this email address?	Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email clearly marked “NGO Invitation for Proposals” at the following e-mail address: bids.somalia@unfpa.org by 15 June 2018.
36	Given the thematic experience of my Organization, is it allowed to write the proposal on two outputs from two different outcome? For example Output 1 of Outcome 2; and output 1 of Outcome 3?	Yes
37	During this stage, can only one CSO/NGO submit two different program proposals concerning two different results or mandate areas (1) sexual and reproductive health; (2) adolescents and youth; or is it possible to submit one compiled proposal with two different results in one proposal.	There should be one proposal per CSO/NGO. Nevertheless, the proposal may contain more than one result or more than one thematic area.
38	Please clarify who can be put as a reference to an organization?	Other NGOs or CSOs; Government institutions (Ministries at central or sub-national level); UN agencies; bilateral donors; Steering Committee members; private companies; are all examples of references.
39	I'd like to know if there is any given template for budget and program document; if not is't allowed to use our own proposal template.	There is no prescribed template for budget and for program document. Applicants should use their own formats.