Safety for Voices – Q&A

This Q&A document shows (anonymized and possibly clustered) questions received via safetyforvoices@minbuza.nl, as well as the answers, in about a week after receipt of the question.

I you do not find the answer you are looking for, you can submit your question, in English, via safetyforvoices@minbuza.nl. You will find the answer here, in about a week.

Questions received (Q), with answers (A).

Q1
Each application has to include a Theory of Change (ToC), including a Logical Framework, Risks and Activity Plan for the first twelve months. It is not entirely clear in what form these should be submitted. Questions:
  a) Should these elements (ToC/Logical Framework/Risks/Activity Plan) be combined in one single annex to the Application Form?
  b) Can you explain in what format the ToC should be submitted: i.e. visual or narrative (or both), and is there a maximum number of pages for the ToC?
  c) How should the Logical Framework be integrated in the ToC document? Should we use the same outline as used in Qualitative Criterion 2 - and thus repeat this in the ToC document?
A1
  a) Yes.
  b) The format of the ToC is up to the applicant. It has to contain a Logical Framework, for which an outline for the format is given in the application form under Qualitative Criterion 2 (see also the answer under c). There is no maximum for the ToC, but it should preferably not exceed 20 A4 pages (see also Q2 below).
  c) Yes, these Logical Frameworks should be the same in format and content. The preferred option is to have the Logical Framework in your ToC, since it should be an integral part of it, and then to refer to it under Qualitative Criterion 2.

Q2
Practical instructions say the following: "The application should preferably not exceed 20 A4 pages (using the Rijksoverheid font, 10 pt., with 2.3 cm margins), not counting the annexes." Question: does this concern the Application Form only, indeed not counting the ToC/Logical Framework/Risks/Activity Plan?
A2
This refers to the ToC (including Logical Framework, Risks and Activity Plan).

Q3
In relation to page 6 of the Grant Policy Framework, "This concerns the safety of people defending a wide range of human rights": *Is it possible to focus the application on just one of these target groups, e.g. environmental- and climate activists / defenders of water, land, climate?*
A3
See qualitative criterion 4 for how this will be assessed: The extent to which (i) the programme focuses on defenders of a wide range of human rights (10) and (ii) the application makes clear how the programme will do this (5).
A limited range may score less than the maximum attainable score for qualitative criterion 4.
An option is to form a consortium, to extend the range.

Q4

In relation to page 6 of the Grant Policy Framework, "a centrally funded approach with global reach": *What is meant with global reach? Can applications have a regional focus?*
A4
See threshold criterion D9: The application has to focus on goal 1 or goal 2, and both include a worldwide focus.
See qualitative criterion 7 for how the quality of this worldwide focus will be assessed: The extent to which (i) the programme has a global reach (10) and (ii) makes clear how the programme will be used to help achieve this (5).
An option is to form a consortium, to extend the reach.

Q5
In relation to page 7 of the Grant Policy Framework, "prevention, that is, preventing unsafe situations, for example [...] advocacy at national and international level": *What is meant here with advocacy? Does this mean that, in the framework of this call, it is possible to work on addressing the underlying causes (drivers) of conflict and human rights violations?*
A5
Lobby and advocacy is shorthand for various instruments and strategies that can be used to exert influence on political leaders, businesses and social actors. Their aim is to promote the interests of a specific group, movement, organisation or network in order to tackle, in the framework of this call, the underlying causes of unsafety of human rights defenders (for goal 1) / journalists (for goal 2) and to lastingly improve policy.

Q6-Q9
Q6
Can documents (such as annual reports) other than the constitution of applicants' organisation be used as proof that the organisations objectives are in line with the objective set out in this Safety for Voices grant policy framework and meet the threshold criteria D1?
Q7
Does the constitution of an applicant organisation need to contain words such as "safety", "human rights defenders", journalists or "media makers" to showcase that the organisation is in line with the objective set out in this Safety for Voices grant policy framework and meet the threshold criteria D1?
Q8
Does the constitution of an organisation need to use the exact words mentioned in the objective: "Greater safety, both online and offline, for human rights defenders and journalists worldwide" to justify that the organisation is meeting the threshold criteria D1 as an applicant?
Q9
How will the evaluation for threshold criteria D1 be done to determine that an applicant is in line with the objective of the call, "Greater safety, both online and offline, for human rights defenders and journalists worldwide"?
A6-A9
Please submit in any case the constitution of the applicant. In case of doubt whether this adequately shows that the goal of the organization is in line with that of the Safety for Voices grant policy framework, recent annual reports may be added for further evidence. Please indicate where this evidence can be found.
On the basis of this evidence, it will be assessed whether the organization's goals, as a minimum, fit with working on the safety of human rights defenders or journalists.

Q10
Will an external party conduct the evaluation for the threshold check and qualitative assessment criteria?
A10

The evaluation will be done by a team of experts of the Ministry of Foreign Affairs and if needed external experts.

Q11
Can an organisation be the lead at one project proposal under one goal and partner for a second project proposal(s) for the other goal?
A11
Yes.

Q12
How does an applicant need to prove that the project has a global reach?
A12
See A4 above.

Q13
The grant policy framework states that the application must have "a global reach". How do you see this and can you explain this in concrete terms?
A13
See A4 above.

Q14
In light of the global reach, is it possible for our application to target some specific countries? Or is it the intention that our application will focus on pressing situations that occur worldwide and which we can then respond to?
A14
See A4 above, which refers to the worldwide focus.
See also qualitative criterion 5, which refers to both prevention and protection, hence non acute and acute situations.

Q15
Are we expected as alliance partners to contribute to all forms of security (physical, legal, psycho-social and digital security) mentioned in the application?
A15
See qualitative criterion 6 for how this will be assessed: The extent to which (i) the programme focuses on safety as a whole – physical, legal, psychosocial and digital (10) – and (ii) makes clear how the programme will be used to help ensure all these forms of safety (5).
A limited focus may score less than the maximum attainable score for qualitative criterion 6.
An option is to form a consortium (alliance), to extend the focus.

Q16
To what extent are local or regional partners expected to become part of our alliance and thus our application?
A16
This is up to the applicant, it is not a requirement.

Q17-Q21
Q17
Is it possible for a single organization to be part of two different consortia (where the organization is not lead party in either consortium) with both projects being in the same goal area?
Q18

Is it possible for a single organization to be part of two different consortia (where the organization is lead party in ONE of the applications, and not lead in the other) with both projects being in the same goal area?
Q19
We would like to know if one organization participate in several applications as co-applicant?
Q20
Is it okay for this partner to be involved in two applications(with different organizations) at the same time as a consortium partner(not a lead applicant)?
Q21
Regarding *number of applications per organisation*, section 4, page 8 - could you please clarify whether under the same Goal, an organisation is entitled to submit two applications if one application is as the lead applicant, but the second application is as a consortium member (i.e. it is not the lead applicant on the second proposal).?
A17-A21
Please refer to Chapter 4 and threshold criterion D.5:
Number of applications per organisation A civil society organisation is only eligible for one grant per goal (see chapter 3), either as lead party or as independent applicant. If an organisation submits more than one application for the same goal, either as lead party or as independent applicant, only the first application received will be processed. Subsequent applications will be rejected.
Further elaboration:
One organization may apply as a lead party or as an independent applicant once for each goal. There are no other of further restrictions. So for organisations not being a lead party nor being an independent applicant, there is no limit on the number of alliances/consortia to participate in as a member not being the lead party. An organization that is a lead party in one other alliance/consortium or an independent applicant may also participate as a member not being the lead party in an unrestricted number of alliances/consortia.
For the sake of completeness it is noted that the term co-applicant has no meaning in the context of Safety for Voices, the only options are: independent applicant, lead party (applying on behalf of an alliance / a consortium), or member of an alliance/ a consortium.

Q22
Theory of Change, (page 13) Each application must be accompanied with a "theory of change (including the logical framework, risks and activity plan for the first 12 months)".
1a) Is there a maximum number of pages for the Theory of Change?
1b) Can you please clarify what you mean with a Theory of Change and what it should include? Are you expecting another scheme here, in addition to the Logical Model, along with a narrative explanation?
A22
1a) There is no maximum, but the application should preferably not exceed 20 A4 pages (using the Rijksoverheid font, 10 pt., with 2.3 cm margins), not counting the annexes. This is not a criterion but an indication. This applies to the Theory of Change. Please refer to the practical instructions in the Application Form on p.2 and refer to A2 (Answer 2, above).
1b)
See the last paragraph of chapter 3 of the policy rules: The applicant must specify which of the two prescribed goals the proposed programme will pursue, formulate activities and results to achieve that outcome, giving reasons for these choices, with due regard for the factors listed above. To this end, the applicant must present the intended results, and propose activities to achieve them, in a logical framework covering the entire programme duration (five years). Indicators for each result should be defined as much as possible in SMART terms. The logical framework must be part of a theory of change, which explains why these intended results make the best possible contribution to achievement of the goal, and why the chosen activities make the best possible contribution to

achievement of the results. Risks should also be identified. The application form includes a template for this purpose.

See also the introduction of the qualitative criteria in chapter 12 of the policy rules and in the Application Form: "The criteria below are used to assess the quality of applications for a Safety for Voices grant. These criteria relate to the theory of change (including the logical framework, risks and activityplan for the first 12 months) that must accompany each application."

We are not expecting another scheme in addition to the Logical Framework, but a narrative theory of change, which underpins the Logical Framework (which is part of the Theory of Change).

Q23

Logical framework:

2a) A logical framework is requested at two places of the application: under criterion 2 in the Qualitative criteria (page 13), and in the Annex as part of the Theory of Change. Should these be the same, or should the first one be a summary of the second?

2b) Do you expect applicants to use the template of the Logical Model as used for previous application rounds of the Human Rights Fund? (https://www.government.nl/topics/human-rights/documents/publications/2019/03/29/appendix-iii-logframe)

A23

2a) see A1.c (Answer A1.c) above.

2b) For an outline of a Logical Framework, please see qualitative criterion 2, in the Application Form.

Q24

Is leading and/or participating in a consortium possible in case of an existing partnership with the Dutch MFA?

A24

Please refer to threshold criterion D.10: Leading and/or participating in a consortium is possible only when the proposed activities do not relate to activities of organisations already receiving grant funding for these activities or receiving core funding from the Ministry of Foreign budget during the Safety for Voices grant period.

Q25

Which leads/consortium have been selected to receive last year funds (Safety for voices 2021).

A25

There was no Safety for Voices tender before. Please refer to the Mensenrechtenrapportage 2020 for an indication of previous tenders.

Q26

Financial and administrations related questions:

a) What methodology (or set %) can we use to determine the social security of individuals different organisations located in NL but also abroad. Could these be done on a total basis instead of individual?

b) Is there a financial methodology/calculation that should be used to calculate the salaries of individuals who have a dual role of working 1. under specific project activities for 30% of their annual time (i.e. direct) and at the same time as 2. Support staff for 70% of their annual time (i.e. indirect).

c) Will an external partner who will carry the overall MEL of the consortium be considered an indirect or direct cost? Should the MEL be on an annual basis or semi-annual?

d) Is there a limit to the audit costs that can be included within the budget?

e) What does a budget per country mean? Is it per country based on partners' location or does it relate to the location of the activities (i.e. countries in which the defined activities will be taking place)?

f) Following the above, how can you incorporate activities whose location is not defined yet?

g) If an organisation has ORIA already, is the full ORIA form required or the update form only?

h) What could fall under consortium coordination costs in II.A.1?

i) In which budget category do costs on non-consortium members fall? i.e. of organisations and third party orgs with whom we will be collaborating to achieve the objectives with the activities finances by MOFA?

j) What happens when a lead applicant does not have a CRM-agreement with MOFA but a partner does? Will the lead use the principles in section 3.2 and consortium partner the arrangement made for their organisation, including the % for indirect costs agreed upon?

A26

a) Please refer to the Guide to model budget section 3.1.1 at A.1. P-component, and B. Staff cost for local personnel. Social security costs are considered to be included in the gross salary. There is no set percentage or rule for social security cost.

b) Allocation of hours of staff involved in both direct and indirect activities should be split over direct and indirect cost. The hours of the individual that fall under direct cost should be allocated there. The hours of their role as Support Staff are to be taken in the mapping process to determine the indirect costs percentage. Refer to Guide to model budget section 3.2. Overheads/Indirect costs.

c) An external partner who will carry the overall MEL needs to be presented under Direct cost, budget line: II.F *Monitoring, Evaluation and auditing.* See 'Guide to model budget' under section 3.1.2. F. The MEL is executed on an annual basis.

d) There is no maximum for project audit costs. The budget for this has to be a reasonable estimate of the auditor's work and based on a yearly audit. Reimbursement is based on actual cost.

e) It relates to the location(s) where the activities are carried out.

f) For the first year an estimate can be done of the countries/locations where activities might be executed. If the countries of execution are unknown for year two and further, the application should indicate that the envisaged countries/locations will be specified in the annual plans that have to be submitted during the course of the project. In annual reports the definitive countries/locations can be reported. Furthermore please note that it is not mandatory to draw up a cost division by country for non-ODA activities.

g) Whether an update form or a full ORIA is needed depends on the role of the organisation within the consortium. Please refer to Application Form (Page 3) for a full explanation.

h) As from the start of the project all costs incurred by the lead partner to coordinate cooperation within a consortium, ranging from reporting and drawing up annual plans, organizing consortium meetings, contacting individual partners, etc.

i) Refer to section 3.1.2.B. of the model budget.

j) Refer to section 4 of the Guide to model budget. Every organization having a CRM-agreement with MOFA uses the arrangements, including the percentage for indirect costs agreed upon. For all other partners without CRM-agreements with MOFA the principles of section 3.2 apply. They use their individual percentage indirect costs in their individual (part of the) budget.

Q27

Clarification on A17-21 how does the MFA define independent applicant, lead party (applying on behalf of an alliance / a consortium), or member of an alliance/ a consortium? Could a lead applicant of one consortium be a member of another consortium under the same goal? And how would that look like?

A27

Concerning each of both goals of the Safety for Voices grant tender, one organisation can be one time either an independent applicant, with no alliance/consortium, or a lead party, applying on behalf of an alliance/consortium, which consists of members of that alliance/consortium. It is up to the organisation(s) to define which role they take up.

A lead applicant of one consortium can be a member, other than lead-party, of another consortium under the same goal. How that would look like is up to the organisation(s). Please note that the MOFA will not award grants twice for the same activities (please also refer to Q&A24).

Q28
Could you clarify what is meant with activities not in conflict with bilateral agreements made between NL and third countries?
A28
If an applicant needs information during the development of its application, the applicant has a responsibility for checking in publicly accessible documents whether there are any relevant bilateral agreements between the Netherlands and third countries. If possible, the Ministry will inform applicants.
Please refer to the letter to parliament (2021) Antwoord-Kamerbrief-Marokko (overheid.nl) which stipulates, in relation to Morocco: "In het actieplan is overeengekomen elkaar vooraf te informeren over de voorgenomen financiering aan maatschappelijke partners, met respect voor elkaars juridisch raamwerk. Het gaat hierbij niet om instemming vooraf en het betreft een wederzijdse afspraak. Ook Nederland hecht aan transparantie en informatie over mogelijke financiering vanuit Marokko die in Nederland plaatsvindt."
If an application is selected for a grant, in the grant decision the obligation concerning bilateral agreements will be specified, if applicable.

Q29
Page 5 of the call mentions 'The Dutch embassies will also continue to use the delegated component of the Human Rights Fund to support projects aimed at protecting vulnerable groups, including religious minorities such as Christians in the Middle East as well as LGBTI community. The COVID-19 pandemic has had an especially negative impact on the position of women and girls. Gender inequality has been exacerbated worldwide, violence against women and girls is on the rise, and people working in the informal sector (who are often women) are among those hardest hit economically. The Human Rights Fund will focus on these issues as well' –
a) Does this mean that embassies will focus on supporting local projects that focus on religious minorities, LGBTI, and gender?
b) Is there a framework available for funding that will be available through the Dutch embassies?
c) Could local organisations who are receiving funding from Dutch embassies be members of a consortium that will apply under one of the two goals of Safety for Voices?
A29
a) The embassies will focus on support for these priorities if they see fit to do so in their host country. Please refer to the Mensenrechtenrapportage 2020 for an overview.
b) The priorities can be found via Mensenrechtenfonds | Mensenrechten | Rijksoverheid.nl on Mensenrechten wereldwijd | Mensenrechten | Rijksoverheid.nl.
c) Only if they do not receive core funding and make clear that they do not receive double funding for the same activities. Please refer to A24 (Answer 24 above).

Q30:
In order to provide a secure digital solution for human rights defenders or Journalists worldwide, we need to adapt tech solutions provided by for-profit companies. Can we work with these tech companies as tech providers not members of our consortium? We sign contracts with them and pay tech services with reasonable prices.
A30:
Yes. There are no conditions to working with companies as third parties, other than procurement of tech services needs to comply with the organisation's procurement policy. Prices charged need to be reasonable and market conform.

Q31:
Qualitative criteria 9. The extent to which (i) the programme focuses on cooperation with organisations that have contacts with the target group, such as embassies (of the Netherlands, other EU member states and other countries), other civil society organisations, such as faith-based organisations, and companies (10), and (ii) makes clear how the programme will promote this cooperation (5).
Can these organisations and companies mentioned in (i) and (ii) not be one of our consortium members? How you evaluate the extent of the cooperation?
A31:
Organisations mentioned in (i) and (ii) can be consortium members, if they comply with the Safety for Voices Grant Policy Framework, chapter 4 and Threshold Criterion D1. Companies cannot be consortium members, because they do not comply with D1.
The extent will be evaluated on the basis of qualitative criteria 9.

Q32
Is there an (annual) limit to the number / total funding amount / or amount per subgrantee that consortium members may regrant to (local) partners under this framework?
A32
There is no limit to the number / total funding amount / or amount per subgrantee that consortium members may regrant.

Q33
In the guidelines it states "*Because it is difficult to predict where threats to the safety of human rights defenders and journalists will arise, a centrally funded approach with global reach is needed to increase their safety, complementing the missions' existing efforts.*" We understand this to mean that we will need to remain flexible to be able to respond and prevent to future security issues when and where they arise.
HOWEVER -- The model budget guidance specifies that one of the budget overviews needs to be "by country".
Therefore we are confused as to whether we need to identify the countries we will focus on in advance of the project starting, or whether we can develop a central mechanism/project that can be deployed globally where/when needed?
A33
Elaborating the costs per country as stipulated in the model budget is only mandatory for ODA funded activities. Since Safety for Voices provides non-ODA funding it is up to the project partners if they include the costs per country. By doing so –either when drawing up the application, or when submitting the annual plans– may contribute to clarify and underline project activities and their progress to MoFa.
Please also refer to Answer 26 (above), e and f.

Q34
What is meant by conflict sensitivity (qualitative criterion 10)?
A34
Understanding the interaction between a context of tension and the (proposed) intervention, and subsequently to act on this understanding in order to minimize conflict risks and maximize opportunities to contribute to peace.

Q35
Will the video of the online Q&A session on May 31, 2022 be made available or be made public?
A35

No, because safety concerns were raised. The questions and answers have been incorporated in this document.

Q36
Did Appendix III (Safety for Voices) Corporate rates (Engels) change?
A36
Yes, because the de corporate rates (USD) changed on June 1, 2022.

Q37
What is the definition of media workers (Chapter 2 of the grant policy framework)? What is the scope, for example, does it include photographers, drivers, fixers?
A37
Various definitions of journalists and media workers can be found online. The Ministry will not work with a single definition. It is up to the applicant to indicate which definitions it uses and why it is important to include the various actors in the proposal.

Q38
The policy framework mentions an Integrity Policy to be added to the application. As Civil Rights Defenders, we have a document called "Code of Conduct" which serves to prevent as far as possible any sexual misconduct and other serious forms of inappropriate behavior towards employees and other individuals. Would this document count as such?
A38
Please refer to chapter 9 of the Safety for Voices policy rules. After the provisional selection on the basis of the threshold check and the qualitative check, the documents necessary for the organizational and integrity check are needed only for those applicants whose application could qualify for a grant. These documents will be assessed. Whether a document satisfies the criteria mentioned in chapter 9 of the policy rules cannot be answered in these Q&A's, as this can only be done after the assessment of actual document submitted.

Q39
Policy also states "In the 2019-2021 period on average at least 25% of the applicant's total annual income must have come from sources other than direct grants and/or contributions from the Ministry of Foreign Affairs (including missions.)" Does the Ministry of Foreign Affairs in mention is the Netherlands Ministry of Foreign Affairs or any Ministry of Foreign Affairs?
A39
This solely concerns the Netherlands Ministry of Foreign Affairs.

Q40
If a civil society organisation has two legal entities, could it apply from one entity (a registered UK charity, for example), but the scope of work reflect that the of whole organisation (across both legal entities)?
A40
Work of other legal entities than the applicant or it's co-applicants may only be a relevant factor within the context of qualitative criterion 9.

Q41
You suggests not to exceed 20 A4 pages. However, the current form, including all the descriptions and explanations of the various sections, amounts to 13 pages, which means the text and information should ideally be 7 pages approximatively. Would it be possible to delete the criterion and explanation notes' text from the application form to gain more space for the explanation of the project?

A41

The suggestion refers to 20 A4 pages of input, hence excluding the current form. Please don't delete anything in the application form.

Q42

Are there specific definitions of most vulnerable.

A42

It is up to the applicant to indicate which definitions it uses and why.

Q43

We are unsure if we have a positively assessed and valid Organisational Risk and Integrity Assessment (ORIA). We submitted one for a Dutch MFA call in 2019. How can we check if this was positively assessed and still valid?

A43

If you were selected after the submission, it was positively assessed. It is still valid if it is from 2019 or a later year. It you were not selected, it might have been positively or negatively assessed, and the only way to check is in the correspondence with you about that submission.

Q44

The Voice for Safety policy framework mentions the importance of addressing impunity; however, addressing impunity is not mentioned as part of the activities to be funded. Does this mean that initiatives to address impunity on crimes against journalists would not be considered; or otherwise, would these types of actions be considered under prevention, as the cycle of impunity shows that the lack of accountability is linked to the increase of attacks against journalists, and therefore addressing impunity has an impact in creating a safer environment for journalists?

A44

It is correct that addressing impunity is not mentioned as part of the activities to be funded, but it is also not excluded. It is for the applicant to decide whether it should be part of the program, and if so, to underpin such inclusion in the Theory of Change. The program will be assessed as explained in the policy framework and application form.

Q45

Do you make a distinction between safety vs security?

A45

No.

Q46

Do you consider protection trainings for journalists or HRDs on physical, digital, legal and psychosocial protection part of the prevention or the protection dimension?

A46

It is for the applicant to decide where it should be part of the program, and if so, to underpin such inclusion in the Theory of Change. The program will be assessed as explained in the policy framework and application form.

Q47

In the Grant Policy Framework, there is a part which says: "The grant recipient must ensure that the implementation of activities funded by the grant is not in conflict with bilateral agreements made between the Netherlands and third countries."

Can you please explain this? What bilateral agreements are we talking about and does this mean we are responsible with making sure that there is no agreement between the Netherlands and the countries that we are focusing on our activities?

A47

With regard to what bilateral agreements: please refer to A28 (answer 28 above).

It does not mean that you are responsible with making sure that there is no agreement, but that in case a grant is awarded, the implementation of the activities funded by the grant is not in conflict with the bilateral agreement.

Q48

Does the consortium need to be with another INGO or can we work with the local coalitions and networks that we already are part of in the region?

A48

It does not have to be with another INGO, it is up to the applicant. Please bear in mind though that all consortium members (co-applicants) need to be civil society organisations. There are no limitations to organisations cooperating as third parties.

Q49

Does working with a Dutch organisation give extra points in the assessment?

A49

No.

Q50

In the application form, there is a part which says: "Provided that at least four applications qualify for funding, the Minister of Foreign Affairs will at the end of the assessment procedure invite four applicants to demonstrate that it satisfies the requirements for organisational capacity and integrity."

Does this mean it is requested that we will include this ORIA form with the application or will this be asked from if we are shortlisted?

A50

It will be asked when shortlisted.

Q51

The Grant Policy Framework and the application form states one of the factors in the assessment is the applications "global reach" and worldwide is being highlighted. Is there a limit on countries? For example, can the countries that the application reaches be EU countries too?

A51

In principle there is no limit on countries. However, please bear in mind the fundamental principles relating to the '*most vulnerable groups*' as included in the grant policy framework, also laid down in qualitative criterion 8

Q52

The dimensions of safety have been put in two ways: prevention and protection. Can accountability & capacity building be included in the greater safety, both online and offline, for human rights defenders?

A52

These are not mentioned as part of the activities to be funded, but they are also not excluded. It is for the applicant to decide whether these should be part of the program, and if so, to underpin such inclusion in the Theory of Change. The program will be assessed as explained in the policy framework and application form.

Q53

Can the risk register be in a different attachment rather than the application form? Or do you prefer a concise/summary risk assessment in the application form?

A53

It has to be part of the Theory of Change. This can be referred to in the application form, with a concise/summary risk assessment.

Q54

What do the points for "completion" mean in the points based system for criteria (Qualitative criteria 1 ii)?

A54

It does not say "completion" but "complete", which means comprehensive in this context.

Q55

We understood from the call as well as the new answers in the Q&A (#26F) that the country budget "can" be drawn up for year 1. Is it correct that the country budget is NOT required at all? We would prefer even in year 1 to be working in a responsive way, given that we do not know what may arise over the next 6-18 months. Can you please confirm: does the MOFA want to see a country budget for year 1 for all applications?

A55

A country budget indeed is not required for activities financed under the Safety for Voices programme. As a result we don't require a country budget for year 1. If the applicant feels like including a country specification since it can contribute to transparency, the applicant is welcome to do so.

Q56

We understand that the budget should be in the budget model. Can you please confirm whether we need to provide a breakdown of each of these lines in the budget (other than in a narrative)?

A56

The bare minimum budget overview that must be submitted are tables 1 and 2, included in the last few pages of the budget model. It concerns a breakdown by year and by result area. As included in the Key Points annexed to the model budget, preferably, the applicant/lead partner also submits all underlying PxQ-calculations (of all consortium partners) of Table 1.

Q57

In the application form there is a question: "*Does the applicant/lead party have a positively assessed Organisational Risk and Integrity Assessment (ORIA), including integrity policy?*" **If an organization has an organizational (and Safety for Voices project-specific) risk register and an integrity policy that are approved by its Board, does this count? Or is this a specific review done through the MOFA?**

A57

The applicant either must hold a valid Partos 9001-2015 (version 2018!) certificate or a valid ORIA. If the applicant/lead partner does not hold one of the two, a complete ORIA will be required. Provided the application will be selected after the qualitative assessment. Depending on the contents an organizational (and Safety for Voices project-specific) risk register may be included in the ORIA, though the ORIA requires elaboration of other topics related to organizational capacity as well. It is not limited to risk and integrity assessment.

Q58

There was a question in the call that came up regarding funding Journalists and HRDs through the opposite goal area. The team indicated they would consider this question and respond in the Q&A.

We are wondering if it is within the scope of the call (safety of journalist goal area) to fund support to, and strengthening of, the ecosystem of CSOs and individuals who are themselves promoting and defending the rights of journalists? The justification would be that by strengthening these journalists defenders, we are providing a strengthened and sustainable movement for change that can continue to foster safe contexts for journalists and respond when violations arise.

A58

These are not mentioned as part of the activities to be funded, but they are also not excluded. It is for the applicant to decide whether these should be part of the program, and if so, to underpin such inclusion in the Theory of Change. The program will be assessed as explained in the policy framework and application form.

Q59

Do we understand correctly that if a lead applicant has a valid PARTOS ISO-9001:2015 (2018 version) certificate, **no** ORIA Integrity Update Form needs to be added to the application? See page 2 of the application form.

Usually, the ORIA Integrity Update Form should be sent with an application even if an organization has a PARTOS ISO certificate. This is why we want to double-check.

A59

Since the 2018 version of the Partos ISO-9001:2015 includes a paragraph on integrity, the applicant/lead partner does not need to submit a separate Integrity update form. To demonstrate it's compliance with the criterion concerning integrity he either may submit a valid 2018 version of the Partos-certificate or refer to a valid ORIA. If he does not hold one of these two, an ORIA Integrity Update Form needs to be submitted.

For co-applicants, the lead applicant may either submit a valid 2018 version of the Partos-certificate, or refer to a valid ORIA, for co-applicants who have one of those two. For co-applicants who do not have one of those, the lead applicant needs to submit an ORIA Integrity Update Form.

Nb. Evidence of both the organizational capacity and integrity policy does not need to be submitted to the application. Selected organizations will be invited to submit their evidence after the qualitative assessment.

Q60

Another question: how should the "risks" be integrated into the Theory of Change annex? Are we free to choose our own template for this?

A60

Yes. We suggest that at least relevant risks identified and mitigation measures and residual risks are included in the risk assessment.

Q61

Would it be possible to know when the next responses to Q&A will be published?

A61

The aim is to do this in about a week after a question is posed, but it can take longer depending on the availability of experts.

Q62

The policy framework includes the requirement of a 'global reach.' Could this be defined further, eg are there a minimum number of countries that the programme must work in to be defined as 'global'? Also, the call notes a global reach is required 'as it is not predictable where unsafe situations will arise' – is there an expectation that the programme will respond to emerging safety needs of HRDs in any country around the world, or can the programme define criteria of where it may respond to?

A62
Please refer to A4 and A14 (answers 4 and 14 above).
There is indeed an expectation that the programme shows that the grantee will be able to respond to emerging safety needs of HRDs in any country of the world, bearing in mind all criteria, including qualitative criterion 8.

Q63
Regarding the audit:
>   A - **We understand that we are required to audit the work of the project annually through a separate project audit rather than as part of an annual organizational audit. Is this correct?**

B - **We are working as part of a consortium and want to confirm that only one audit is required for the project carried out by the lead partner with consortium members sending their financial records to the lead partner?** Or do you require each member of the consortium to individually have an annual project audit conducted separately?
A63
A. Yes, it is a project audit.
B. For consortia, whenever more than €125,000 is spent annually by one partner, the financial statement of the individual consortium partner in question must also be accompanied by an audit opinion. The separate project audits of the consortium partners should be submitted to the leadpartner. This partner will make an consolidated report of the project audits.

Q64
Qualitative criterion 7 says "The extent to which the programme (i) has a global reach (10 points) and (ii) makes clear how the programme will be used to help achieve this (5 points)." We do not understand the formulation of the second part (ii) of the criterion - "the extent to which the programme (...) makes clear how the programme will be used to help achieve this." Could you please explain?
A64
It means that you are asked to explain in your programme (on paper) how the programme (in its execution) will be used to help achieve this (global reach).

Q65
The format of the logical framework is quite general. Could you share an example of a filled-in logframe? And do we understand correctly that the "Goal (see D.9)" row will include the same goal for all years?
A65
The applicant is free to make the format of the logical framework more detailed. We will not share an example.
Yes, the goal should be the same for all years and should be one of the two goals mentioned in D.9.

Q66
1. Is the Dutch MFA looking for a global facility that can respond anytime and anywhere to unsafe situations as they arise?
2. Does the Dutch MFA have any preference on certain geographies? Should the countries proposed be the same as those listed under the Rule of Law priority countries of the Dutch MFA? Should applicants avoid the deprioritized countries?
3. Would the Dutch MFA welcome a programme with a regional focus or a combination of regions? E.g., Horn of Africa, Central Asia, SE Asia, and South Caucasus.
4. Is the Dutch MFA interested in engaging with de facto and limited recognition states? For example, Nagorny Karabakh and Abkhazia.

A66
1. Yes
2. To the sub-questions: No. No. No.
3. No, see D.9.
4. This is up to the applicant, as long as the applicable criteria are met.

Q67
Is there any guidance or templates for the Theory of Change and the liquidity forecast?
A67
There is no more guidance than in the grant policy document.
In principle the liquidity forecast is free format, though we will include a possible template on our website. The forecast should cover the period of the first 12 months of the project only. Safety for Voices: Liquidity forecast form | Form | Government.nl

Q68
Having previously submitted an ORIA for Power of Voices (proposal rejected on grounds other than lack of organizational capacity though), are we required to submit both a fully completed ORIA and an ORIA Integrity Update form?
A68
If the ORIA submitted for Power for Voices is still valid (max 4 years ago), reference to the grant framework to which the positive assessment applied is sufficient. Please also refer to A57 and A59.

Q69
Audit
The general audit protocol calls for ISRS standards to be used. **Is it possible to use an equivalent auditing standard from the lead partner's own country?** We understand there has been progress in harmonization across standards recently.
A69
The general audit protocol calls for ISRS standards to be used. **Is it possible to use an equivalent auditing standard from the lead partner's own country?** We understand there has been progress in harmonization across standards recently. Yes, this is possible as long as the equivalent audit standard is deduced from the ISRS standards.

Q70
LogFrame
The log frame format in the application form is divided by years. **Is it possible to instead make the log frame (goal, results) common across the 5-year period, with some activities differing from year to year?**
A70
The goal has to remain the same (one of the two goals in D.9). For the results and activities, this is up to the applicant, but please bear in mind all the criteria, especially qualitative criteria 2 and 3.

Q71
Budget
1) Regarding the budget model per country: we are working with partners that have a global reach and are supporting HRDs globally. F.e. they have 10.000 members in 50 countries. How should we reflect this in the budget model, as we can't foresee at this moment how many HRDs we would support in which/how many countries?
2) On page 1 art.2 of the 'Guide to model budget' it says that the annual financial statement should be audited. I assume this applies to all partners and not only to the lead. Still it's good to ask the question just to be sure we are all on the some page regarding auditing requirements.

3) Standard model budget: does MoFa have excel versions available of the modal budgets of table 1 (by year), 2 (by result area) and 3 (by country)?
(although I understand from Q&/A33 that a budget by country is not required)
4) Budget by result area: is there a minimum of a limit in the amount or percentage of the budget that should be considered per result area?

A71
1) Please refer to Q26 e. and f. and to Q33.
2) The annual financial statement which should be audited applies to the activities financed by MOFA, rather than te financial statements of (individual) partners. As such the statement covers each partners' contribution to the consortium.
3) An Excel-version of the model budget is still under construction and therefore not available at the moment.
4) No, but please bear in mind all the criteria.

Q72
Threshold:
1) Many of our organizational documents are available in both Dutch and English, but unfortunately not everything.
    a. Our statutes are currently only available in Dutch. Can we submit our Dutch statutes or do we need to translate them?
    b. Our annual report 2020-2021 is in English but the financial statement is not translated to English and is only available in Dutch. Can we submit the annual report 2020-2021 in English, including the Dutch financial statement?
    c. Our annual reports 2018-2019., 2019-202 are only available in Dutch, so are our annual statements. Can we submit these Dutch annual reports and financial statements please?
As these statements and statutes need to be shared to a) demonstrate the criterion of deriving at least 25% of our income from other sources other than the MFA, and b) demonstrate our alignment with the goal of the grant framework, we wonder whether it would be possible to share these annexes in Dutch.

A72
All documents are to be submitted in English. If this is not possible, organizational documents as mentioned in the question may be submitted in Dutch.

Q73
Logframe: As per the application template we should fill this logframe outline:

	Year 1	Year 2	Year 3	Year 4	Year 5	Indicator (of achievement)
Goal (see D.9)						
Results (necessary to achieve goal)						
Activities (necessary to achieve results)						
Means (necessary to perform activities)						

1)Logframe Question: @ Results, in the box year 1, year 2, year 3 etc: do we need to fill in here a target per result (a number) that we aim to achieve each year? Or could you please clarify what you expect us to fill here in these boxes per year?

A73

The applicant should fill in the results it aims for, for each year. Please refer to qualitative criterion 2, which stipulates that the indicators for results (and activities) should be SMART (see the footnote for the meaning of SMART).

Q74

1. On your website (https://www.government.nl/topics/human-rights/human-rights-fund), you mention the documents and information required to apply for this opportunity. Within the list of docs there is a logframe template that was used in the previous round in 2019. Do we need to use that very same template for the logframe or that is just an example of what the MFA is expecting to receive?

2. The budget model includes an spreadsheet for the budget divided by country. Could you please clarify whether that particular spreadsheet is budget for Y1, or you are expecting us to provide the 5 year budget divided by country?? The latter will be difficult given the global approach and reactive nature of the grant, where countries will only be selected for Y1, giving the rest of the options open to wherever attacks against journalists or crisis will happen??

3. The "guide to model budget" document describe "Project Office costs" as those costs incurred by a local country office. As mentioned above, the global approach required for this grant makes indispensable for organisation's headquarters, not just local offices, to be fully involved in the implementation and management of the grant. Could you please confirm whether Project Office costs can therefore include those of the headquarters and not just local country offices??

4. Can you please confirm whether the Consortium Coordination costs include staff costs, or the latter will need to be included within the "Direct Staff costs" of the budget model??

A74

1. Please do not use the template from 2019. It has been removed from the website now, to avoid confusion. Please use the template given in the application form, under qualitative criterion 2.

2. Please refer to Q33. A budget by country is not compulsory for Safety for Voices. However, a budget division for the first year surely underlines and may clarify the project overall plan. For the years thereafter a division per country may be included in subsequent annual plans.

3. Cost item "Project Office costs" is primarily intended for local office costs. As can be seen from the guide to model budget paragraph 3.2.2 costs of headquarters office(s) of the project partner(s) are to be included under *Indirect costs*.

4. Consortium Coordination costs may include staff costs.

Q75

I would be very grateful if you can let me know when we can expect the answers to be published as it seems that since 11/05/2022 there has not been any update (https://www.government.nl/documents/publications/2022/05/03/safety-for-voices-faq), am I correct??

A75

Updates are approximately weekly, depending on the availability of experts. The date has been corrected.

Q76

In regards to the Safety for Voices Grants. We have organizations in Yemen that are well suited for this grant. My question is in regards to the language of submission. Would it be possible to submit an application in arabic?

A76
Applications have to be submitted in English (exemptions are only possible for some documents to be submitted with the application, concerning documents in Dutch, of the type as mentioned in Q&A 72).

Q77
Considering this is a global call, aiming for greater safety for HRDs worldwide, as Plan International we will work with f.e. 10 country offices to implement the project, do we need to conduct annually an audit in each of those 10 offices? Is there a minimum amount that requires an audit ? So f.e. country office X gets 50.000 euro per year, do they need to conduct then an annual audit? Or only with income from this funding source above 100.000 euro per year f.e.? And as Plan NL we will need to conduct a consolidated audit over all those 10 audits too?
At page 6/ in Buza Model protocol states:
4. Management of local implementing organisations
The applicant must describe the procedures and internal policies in relation to implementing organisations.
This description must include:

- how the applicant makes an advance assessment of the quality (management capacity) of the implementing organisation(s) that will be performing work for the applicant in relation to the activity or activities;
- how the applicant monitors the implementing organisation(s). Consideration must be given in this connection to the narrative and financial progress information that is provided and how it is established whether obligations have been met by the implementing organisation(s);
- the details of the sanctions procedure followed by the applicant if an implementing organisation fails to meet its obligations.

The auditor must ascertain that:

- the management capacity of three of the implementing organisations has been assessed by the applicant in conformity with the applicant's description. If there are fewer than three implementing organisations, each one must be subjected to a comprehensive assessment;
- the financial and narrative progress information of three of the implementing organisations has been monitored by the applicant in conformity with the applicant's description. If there are fewer than three implementing organisations, each one must be subjected to a comprehensive assessment;
- in the event of a recorded failure by an implementing organisation to comply with its obligations, the auditor must comprehensively ascertain whether the established sanctions procedure was followed in relation to this implementing organisation;
- the extent to which the information gathered is consistent with the audit activities referred to in part 3.B and report their findings on the planned activities.

Could you please clarify? As plan this means we need to conduct 3 audits, not related to the number of countries we will work in?
A77
For consortia, whenever **more than €125,000 is spent annually** by one partner, the financial statement of the individual consortium partner in question must also be accompanied by an audit opinion. This is to ensure that, when a consortium's expenditure exceeds €5 million, the majority of that expenditure is covered by an audit opinion. When there is a large number of consortium partners, budget holders must try to ensure that **at least 70%** of their expenditure is covered by an unqualified audit opinion. This means that 30% of expenditure does not need to be covered by an audit opinion. A report of findings is sufficient. This 30% cannot exceed a total of €5 million across the entire duration of the activity, however.

Q78
Should all the work we want to do under this CfP be leading to greater on-and offline safety of HRDs? Can we provide sub-granting to HRDs which will be spend on actions to defend their rights? Or can we only fund sub-granting when it leads directly to greater safety of HRDs? Or if we can justify that it leads to greater safety it is eligible?
A78
It is for the applicant to decide whether these activities should be part of the program, and if so, to underpin such inclusion in the Theory of Change. The program will be assessed as explained in the policy framework and application form.

Q79
We have a question: Does the "Coordination costs consortium" budget line includes costs for the consortium coordination's staff? Can the consortium coordination's staff be included under the budget line "Coordination costs consortium"?
A79
Refer to A 74.4

Q80
We would like to submit a question relating to any co-financing requirements as part of the Safety for Voices Call:
Are applicants expected to co-finance part of their project with other funding sources? If so, should the budget indicate which additional sources of funding have been identified (and which of those have been secured?).
Or is there Is there an amount of co-financing required for each grant?
A80
Please refer to threshold criterion D3. This criterion relates to financial independence of the applicant/consortium and NOT to co-financing of the project at hand. Other than D3, there are no co-financing requirements. However, if the project partners do have other funding sources for the activities presented in the Safety for Voices application, this income must be included in their budget. Please refer to the bottom lines of Table 1 in the Model Budget.

Q81
I have a query regarding the requirements for organisational capacity and integrity for lead and consortium partners;
1. If the lead partner has previously completed the ORIA Integrity update, is that adequate or would another ORIA Integrity update be needed specifically for this grant? Does the lead partner need to undergo a new complete assessment?
2. Do all consortium partners also need to undergo the complete Organisational Risk and Integrity Assessment? Or they need only the ORIA Integrity Update Form.
3. Please guide us toward the process of initiating the Organisational Risk and Integrity Assessment (ORIA) for partners.
4. Do the completed forms for ORIA need to be submitted alongside the application by 31st July? Or only if the application is shortlisted.
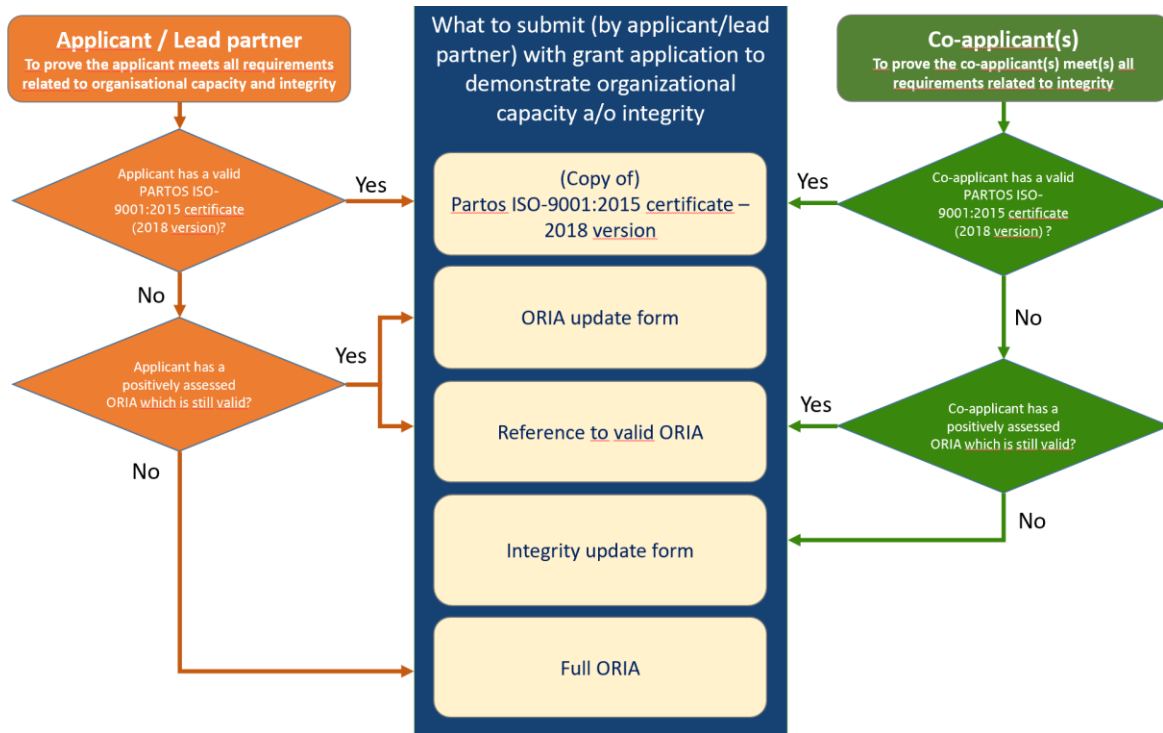A81
1. The integrity update is not linked to a specific grant. Therefore it can be re-submitted and will be assessed again. If the integrity update was approved earlier by MOFA, partners should submit the integrity update once more together with reference to that approval.
2. Applicant has to demonstrate its organizational capacity and integrity policy. Co-applicants only have to demonstrate their integrity policy.

3.See 81.2. Co-applicants do not necessarily need a full ORIA to demonstrate their integrity policy. For this purpose either a valid 2018-version of the PARTOS 2015-certificate or a valid ORIA is sufficient. If co-applicants have neither of these two documents, they can use an integrity update.
4. Only in case the application is shortlisted.
Please also refer to answers on questions 26, 43, 57, 59, 68 and the figure below.

Q82
We have a few additional questions we would like to get clarified.
1. In the results budget, do we divide the MEL costs per outcome equally?
2. Regarding the annual audit of the project as a whole, what does this include? Can it be separate audits of each partner organization on local level based on commonly defined standards, or only the lead applicant's audit? Is there an audit protocol to share already?
3. In which category of the budget do costs for interns fall? Are they considered a salary line or a cost line?
4. In the logframe, there are sections for 5 years, including the activity section. But the activity plan is only requested for first year. Are we supposed to fill the activity section of all 5 years in the logframe or under year 1 only?
5. Also, is there a difference between the activity plan of year one itself or a duplication of the logframe part?

A82
1. There is no standard rule how to divide these costs over the results. It is up to the project partners to how to divide them. If it makes sense to divide them equally, please do so.
2. The audit protocol is in the final stage of development. By the end of August 2022, the ministry aims to share **at least** a draft version. With a draft version the applicant has an understanding of the audit's requirements. For each individual consortium partner an audit is required. The lead applicant draws up a consolidated report on the basis of the partners' separate audits.
3.Interns concern staff costs. They are charged for the actual costs which are based on the actual remuneration they receive. They cannot be charged at regular staff costs.

4&5. You have to fill in the activity section for all 5 years in the logframe. The activity plan for the first year should provide (the planning in) more detail.

Q83
Dear sir/Madam, we are civil society in Rwanda called (Communaute des Potiers du Rwanda-COPORWA NGO) with the mission to promote the rights of the indigenous people known as the historically Marginalized people/HMPs in Rwanda with an average annual budget of 300,000 EURO . Therefore we want to make the application and then we want to know if we are eligible to make application and on what maximum amount of grant to apply?
A83
Your organization is eligible if it passes all of the threshold criteria, including D1 (type of organization) and D6 (size of the grant).

Q84
How should salary costs related to grant management activities for the program such as reporting, compliance, admin be classified in terms of direct/indirect costs?
A84
In case the reporting, admin etc. relate to the execution of the project directly, the costs concerned should be included under Coordination costs consortium (see Model Budget 3.1.2.A). If compliance and admin concern general organizational activities which do not relate to the project execution, they should (partly) be included under indirect costs (par. 3.2.2 of the Model Budget).

Q85
A question on forming consortia x activities: as we understand, CSOs can submit more than one proposal (also for the same goal) as long as they are not the lead in all proposals and as long as activities are different.
However is this scenario allowed?: A CSO "X" submits a set of activities as lead. This same CSO "X" joins another consortium under the same goal (as co-applicant) proposing different activities. However, the lead of *that* consortium submits a very similar / same set of activities that CSO "X" is submitting in their own consortium as lead. Is that allowed?
A85
Please note that the MOFA will not award grants twice for the same activities (please also refer to Q&A24).

Q86
We are working with a consortium member that is part of a global family. The Dutch legal entity (a civil society organization) is part of our consortium submitting the proposal yet part of the work (as part of the consortiums global approach) will be implemented through their international 'family' members' (also civil society organizations). Will these family members be seen as third parties? Do these family members need to be assessed separately looking at constitution, remuneration and other?
A86
Any organization (including family members with their own legal entity) that is not part of the consortium but is involved in the implementation of the program can be defined as "third party". The choice to participate as a consortium partner or as a third party is up to the lead organization and the (other) consortium partners.

Q87
How will the available funds being distributed among the applicants?

A87
Per goal, two grants of €10 million each will be awarded.

Q88
In the budget guidelines, it has been mentioned that a country-wise division of budget is expected. What should be done if the budget allocation is regional, with country-specific decisions being made as per circumstances and needs during the implementation of the project.
Is it okay to mention proportions going to each region, mentioning the specific countries in that region that may be included?
A88
Please refer to Q33 and Q74. A budget by country is not compulsory for Safety for Voices.