

## **Lebanon Civic Action Accelerator Program (LEB-CAAP)**

### **Catalyst Fund for Relief and Response (CFRR) Annual Program Statement (APS)**

#### **Round 3 Questions and Answers – February 6, 2023**

*This document provides information on a variety of topics that potential grant applicants should be aware of. These Frequently Asked Questions (FAQ) arose during the CFRR Round 3 solicitation workshops and written requests for clarification which were submitted via email by the February 3, 2023, deadline. These consolidated questions and answers will be posted on the Catalyst Fund page on Daleel Madani.*

Phone calls to LEB-CAAP staff and visits to the LEB-CAAP office are not permitted and may be regarded as grounds for disqualification.

Answers to frequently asked questions are organized by major topic as follows:

[A. Eligibility – Programmatic \(type of activities\) and Financial \(budget and costs\)](#)

[B. Eligibility – Type of targeted organizations](#)

[C. General – General questions](#)

**Category** **A. Eligibility – Programmatic (type of activities) and Financial (budget and costs)**

**1. Can we have an ambulance under transportation costs?**

We cannot cover the cost of purchasing a vehicle. We can however cover the transportation cost of beneficiaries to access the service/activity location and/or staff to deliver the services.

If selected, the applicant must justify the reasonableness of such coverage, and provide a copy of their transportation policy that defines how their organization defines costs and manages payment/reimbursement. More in-depth conversations on this will be held during budget negotiations.

**2. Can we ask for an accounting system under this budget?**

Yes, costs that contribute to strengthening your institutional capacity to better plan, implement, manage, and report on your relief and response operation are allowable.

**3. Is software only accepted or can we have another IT solution?**

Same answer as question #2.

**4. We work in the environmental sector; we need equipment to transfer wood into coal and we support families in need of profit. Is this idea relevant to the fund scope?**

The fund supports organizations providing relief and response services to communities affected by the crisis. Please refer to page 5 of the Annual Program Statement definition of Relief and Response<sup>1</sup>. If you are providing a humanitarian service that fits under this sector, you can apply to this fund to cover the cost of equipment. Also please note that your activities must not negatively impact the environment. If you apply and are shortlisted, FHI 360 will conduct an environmental assessment of the proposed activity. Any negative environmental impact must be mitigated for the grant to be considered.

**5. Is the fund \$24000 per year?**

Organizations can only benefit from one grant under the Catalyst Fund for Relief and Response. The maximum grant amount is \$24,000. The duration of the grant can be up to 12 months.

**6. Can we cover the fuel cost for the generator?**

Yes.

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<sup>1</sup> The Catalyst Fund APS Mod #3 can be found here in English and in Arabic.

## **7. Can we submit the budget by email to check the eligibility of our proposed intervention?**

We, unfortunately, do not accept applications by email. Applications should be submitted via the following link [Catalyst Fund Round 3 Application](#). The application can be filled out in Arabic or English and must include all required attachments including a budget and cover letter.

Page 3 of the Annual Program Statement includes examples of illustrative activities that could be included under the Catalyst Fund.

## **Category B. Eligibility – Type of targeted organizations**

### **1. I am a small organization and haven't benefited from any grant yet. Can I apply?**

As long as your organization is registered in Lebanon and has been operating in the relief and response sector for more than 2 years now, and you meet all the eligibility criteria under the Annual Program Statement page 5, you can apply for this grant opportunity. If shortlisted, LEB-CAAP will conduct a financial pre-award assessment to determine the way forward with potential grant recipients.

### **2. My organization is based on volunteers. Are we eligible to benefit from this fund?**

Yes, if you meet the eligibility criteria stated in the Annual Program Statement, page 5.

### **3. Is there any specific time for the receipt of the organization's formal registration papers to be eligible?**

The organization should be officially registered to benefit from this award.

### **4. What if the organization's annual budget is inconsistent? are we eligible if our budget often meets or exceeds \$750K?**

For this eligibility criterion, we consider the organization's annual budget in the year of 2021. You are requested to submit your annual budget or financial statement for the year 2021 with your application to assess your eligibility.

### **5. We are an association that started its operations 14 months ago but is not legally registered. We offer several services to help our communities. Are we eligible for funding?**

The Catalyst Fund for Relief and Response targets associations with more than 2 years of operational experience in the relief and response sector. Associations should be legally registered by the time of application.

### **6. How can we know whether we are eligible for funding?**

As stated in the APS, the Catalyst Fund grants aim to improve the ability of civil society actors to continue and/or improve their existing services related to relief and response that respond to the increased needs and challenges facing communities. Page five outlines eligibility criteria as follows:

This Fund will support civil society actors who operate on either the national or community levels. Applicants must meet all of the following eligibility criteria:

- Not-for-profit, Faith-based Organizations, and other non-governmental organizations registered as legal entities in Lebanon and headquartered in the geographic zone from which they apply and will implement their project
- CSOs working in relief and response for at least 2 years of operation
- CSOs operating with an annual budget below USD 750,000
- CSOs whose services target one or more of the following marginalized groups: women, LGBTQIA, youth, and/or persons with disabilities.

You should meet all condition factors listed under the Criteria section of the Annual Program Statement and indicated on the previous page.

English on page 5 [Annual Program Statement - Modification 3 - English](#)

Arabic on page 9 [Arabic version](#)

Please visit our pages on Daleel Madani to see the documents that take part in the application and an overview of the funding.

[Call for Applications – Round 3](#)

[Arabic version](#)

Category **C. General questions**

**1. Can we submit more than one application for more than one area?**

Each organization can submit one application per competition round.

**2. Is there a problem if we need to work with another NGO?**

The Catalyst Fund encourages lead applicants to partner with others, however, the lead organization must still meet the eligibility criteria of the APS, specifically related to relief and response and operating with an annual budget of less than USD 750,000.