Concept Note applications

1. **Is a Concept Note template available?** No. Please apply online (www.gsma.com/M4HInnovationFund) by clicking the "Apply Now" button. Concept Notes can only be submitted online and will not be accepted in any other format (i.e. email, PDF attachments). Please note that you can open/start the online application form and return to it at a later point.

2. **What information and level of detail is required in the Concept Note application?** For details of what is required in the application, please see the Concept Note application form and Term sheet (https://www.gsma.com/mobilefordevelopment/wp-content/uploads/2018/07/GSMA-M4H-Innovation-Fund-Round-2-Termsheet.pdf). Please note that you can open/start the online application form and return to it at a later point.

3. **Can Concept Notes be submitted in a language other than English?** Concept Notes must be submitted in English. Quality of written English will not be considered in the review process, but applications should be clear and answer each of the questions.

4. **Can an applicant organisation submit more than one Concept Note?** Multiple Concept Notes can be submitted by an organisation. However, each application should be independent and present a different project concept (i.e. any one Concept Note should not be dependent on the success of another Concept Note). Organisations can partners on multiple applications.

5. **How flexible are the application deadlines?** The deadlines are final, with no exceptions possible. The application portal will close on the **10 August 2018 at 18:00 BST.** For more information about subsequent deadlines in the process, please see section 4 of the term sheet.

Eligibility

6. **Which countries are eligible?** Please see section 5 of the term sheet. Grants projects must be implemented in countries in Sub-Saharan Africa, Asia and the Pacific, Middle East and North Africa, and Latin America and the Caribbean are eligible. Countries outside of the regions listed are not eligible.

7. **Our proposal targets farmers, will this be eligible?** Any product or service must seek to create impact in either a complex emergency or a forced displacement context, and must be aligned with a minimum of one of the five key focus areas; Mobile Financial Services; Gender and Inclusivity; Digital Identity; Mobile enabled Utilities; Food Security, Adaption & Resilience to climate Change. Proposals may target different user groups / additional themes, but must still demonstrate how they will address these specific contexts.

8. **Can a University apply as an implementing partner?** Academic organisations can be an implementing partner, but cannot be a lead applicant. For a full list of eligibility criteria, please see the term sheet.

9. **When does an MOU between partnering organisations need to be in place?** An MOU/Contract (as appropriate) must be in place between relevant partners by the Full Proposal deadline in October. MOUs must cover at least the duration of the grant project.

10. **Can a partner organisation within the application provide match funding rather than the lead organisation?** Yes, match funding can come from any organisation within the application, or from a combination of multiple organisations within the application.

11. **Will projects which aim to deliver impact for persons with disabilities be considered eligible within the 'Gender & Inclusivity' thematic area?** Yes, as will proposals that aim to deliver impact for other marginalised groups.

12. **Must solutions with a focus on gender demonstrate that they will reduce the gender gap in access to "digital humanitarian services" or can they reduce the gender gap in access to any type of humanitarian services, as long as the solution involves mobile technology?** Solutions which address the gender gap in access to both digital and non-digital humanitarian services will be considered eligible, where the solution has a mobile component.

13. **Is it a pre-requisite for eligibility that an application must involve a mobile network operator (MNO) as a formal partner?** No. An application does not have to be led by an MNO, or involve an MNO as a partner, in order to be eligible. However, proposals will be assessed on how they engage the relevant partners, including MNOs, required for successful implementation.

14. **Are we expected to work only with mobile network operators that have signed the GSMA Humanitarian Connectivity Charter?** No, proposals should involve the most relevant MNO(s). For more information about the Humanitarian Connectivity Charter see here.

15. **Can an individual employee apply for funding?** The GSMA can only provide funding to an organisation. Individuals are not eligible to apply, and must receive permission from their company/organisation before submitting an application.

16. **Can a consortium of organisations apply for funding**? Yes, however the consortium must be a legally registered entity capable of meeting the requirements (produce required due diligence materials, including business registration, audited financial reports, etc.) needed to enter into a binding grant agreement with the GSMA Foundation. If the consortium is not a separate legal entity, they can apply with one organisation being designated as the lead, i.e. bearing the legal responsibility for implementation.

17. **Can a UN organisation be a lead applicant?** UN organisations are not eligible to be the lead applicant of a proposal; however **they are strongly encouraged to join other eligible organisations** as implementing partners within the application.

Contracts and Grant Funding

18. **Can you provide a copy of the draft grant agreement?** This document is available via the GSMA Mobile for Humanitarian Innovation Fund webpage. It can also be accessed here: draft grant agreement.

19. **Can you provide more details regarding your rules concerning direct and indirect costs?** Indirect or other overhead costs can be included; however, they must be clearly defined in the budget (required at Full Proposal stage) and need to be directly tied to the proposed project. These costs should not account for more than 10% of the requested funds.

20. **Please clarify match funding;**

£100,000 to £150,000 grant requested – 30% matching contribution from applicants

£150,001 to £200,000 grant requested – 40% matching contribution from applicants

£200,001 to £300,000 grant requested – 50% matching contribution from applicants

For example, if a GSMA grant of £300,000 is requested, the applicant is expected to provide 50% match funding to the value of £150,000 to make the entire value of the project £450,000. At minimum, 50% of the

match funding must be cash, so in this example at least £75,000 must be available as cash match funding, with in-kind funding up to the value of up to £75,000.

21. **The draft grant agreement stipulates that payment will be made upon satisfactory completion of all the terms and conditions, including performance milestones, contained in the Grant Agreement. Could you please explain if these milestones refer to log frame milestones?** Applicants who are successful at Concept Note stage will be requested to submit a Full Proposal, including suggested project milestones. Milestones must be spread throughout the project and be evidence based. Payment of grant instalments will be made upon successful completion / verification of milestones having been achieved. There is no additional payment available for overachievement. Payment will be withheld in the event of non-achievement.

   Please note, further information will be provided to applicants who are invited to submit a Full Proposal.

22. **Is the total grant amount subject to payment by results?** Payment is made upon completion of each milestone. The first milestone for each grantee will be completion of the grant contracting process with the GSMA, at which point a maximum of 20% of the total grant amount will be released. Further details on the budget and the financial management will be shared with applicants that are invited to submit a Full Proposal.

23. **Which organisation within an applicant collaboration is responsible for legal matters?** The lead applicant (i.e. the organisation that will sign a grant agreement with the GSMA Foundation and to whom the funds will be transferred) will be responsible, however some reporting conditions will also be mandatory for implementing partners. Please see the draft grant agreement.