

Gavi CSO funding mechanism

Questions and responses to queries from civil society organisations

PUBLIC

September 2024

Contents

Application guidance support.....	2
Quick links to access the relating online materials.....	2
General questions on eligibility	2
General questions on financials and the Workbook	3
General questions on Grantelope.....	4
Country specific guidance	5
Pakistan.....	5

Application guidance support

Quick links to access the relating online materials

- [Application guidance overview](#) and all the accompanying guidance documents that applicants will need to download from the Gavi CSO funding mechanism website (includes financial guidance).
- [About CSO funding](#) (overview)
- [Register on Grantelope](#) (Step 1 of application process – moving to Step 2 after completing an eligibility review and being confirmed as eligible to apply)
- [Login](#) (this link allows applicants to return to their application at any time).
- Email addresses for support:
 - If an applicant has concerns or questions relating to their proposal, they should submit a query to the [support enquiry mailbox](#) or
 - Through the Grantelope online system.

General questions on eligibility

How long would the eligibility assessment take for an organisation to complete?

There is a simple eligibility form that organisations should complete online, and the system (Grantelope) will indicate yes or no, depending on the answers submitted. Once all applications have been submitted by the submission date, organisations will be checked for eligibility. If eligible at this stage, an organisation's application moves forward to the review process. The whole review process is expected to take around three weeks. All applicants will be notified of the outcome at the same time following the three-week period.

Is the identification of a sub-grantee for a consortia application possible after award?

Applicants are asked to identify any sub-grantees they would like to work with on the project, in advance, and to include them in their proposals. The reason for this is so that the added value they will bring (with their level of experience and knowledge of the community) can be described clearly in the application.

My organisation has already had Gavi grants in the past. Are we eligible to apply for a grant through the Gavi CSO funding mechanism?

Yes you are eligible to apply through this mechanism.

If a CSO has extensive experience in immunisation but this is the first time with Gavi can the organisation apply for a grant?

Yes. You can apply for an Impact or Accelerator grant even if you have no previous experience of working on a Gavi funded project.

Can an organisation apply as a sole applicant for one grant and be a sub-grantee in a consortium on another application?

Yes. You can apply as a sole applicant on one grant application in one province only and as a sub-grantee on another in multiple provinces. The lead partner in a consortium must meet the financial eligibility criteria in its own right.

Can for-profit organisations e.g. healthcare service companies, consultancy firm, apply in consortium led by a not-for profit CSO?

Yes, this is an option, but you will not be able to be a lead partner. There would have to be a justification for this inclusion and the benefits it would bring. You should also note that grants are made on a cost recovery basis and so do not include a profit margin.

What would be the budget ceiling if CSOs applied as consortium?

The size of the grants indicated in the call for proposals is the amount available for both single applicants and consortia. It is up to the applicant to decide how best to use these funds to achieve maximum results. Please review the financial eligibility criteria to make sure you apply for the right size of funding for the size of the lead organisation.

What is the difference between Impact grants and Accelerator grants?

The Impact grants are for larger national CSOs or INGOs already working in immunisation or child health. Accelerator grants are only for smaller national CSOs who are working or seeking to work in immunisations.

Can national NGOs apply for Impact grants?

Yes, Impact grants are open to national and international CSOs.

General questions on financials and the Workbook

Is match funding mandatory / How much (what %) of matching cost is required of the total budget?

No, there is no mandatory match funding required to be able to apply.

Is it mandatory for sub-grantees' bank accounts to be in USD to receive the funding?

No, it is not mandatory for either the lead grantee or sub-grantee to have a bank account in USD; however, during due the diligence process, the flow of funds and the organisation's bank accounts will be checked to ensure they are capable of receiving disbursements in USD. While the disbursement does not need to be stored in an applicant's bank account in USD, the payments will be made in USD; thus, the applicant must be capable of receiving the disbursement and converting it into whichever currency their bank is in.

In the budget tab, one activity, for example - Training for healthcare workers - has detailed budgets like Refreshment, Travel cost, Per diem, Material cost etc. how do we input that in the budget template? Do we need one budget line per activity and explanation on the budget note?

The individual activities are expected to be identified in the workplan. Then when the applicant develops the budget, there will be drop down menus to select the associated activity from the workplan. If there is more granularity required then applicants will not have one line per activity, they will have a single activity that will be on multiple lines and for each one of those lines, a different cost input, different budget lines, different cost groupings will be needed to explain exactly how the money is being spent within each activity.

Can we increase the activities in the second tab under the goal?

The workbook builder is designed to help applicants to define the main activities and the main changes that an organisation would like to see, so ideally organisations should keep to the number of cells/activities provided in the workbook builder.

Do we have the freedom to increase rows in the workplan?

Yes, additional rows can be added to the work plan. Ensure that these activities are clearly linked to the expected outputs and relevant indicators. The additional rows will automatically populate the budget template in Column D, keeping everything aligned.

Will organisational capacity building of associated CSOs, community-based groups be financially supported?

Yes, capacity building costs of partners can be included, if justifiable. Sub-grantees should also be selected due to the expertise they bring to the consortium.

Will activities related to the baseline study be supported under the grant?

Yes, the cost of conducting baseline studies can be included within the grant amount but should be cost-effective and show the best value for money e.g. using existing national data where possible.

If the budget heads are different from the drop-down menu, would the format allow the insertion of additional heads?

No, the budget headings are Gavi standard categories and cannot be adjusted.

For calculating the average expenditure of the lead organisation, should we use an average exchange rate for the last 3 years?

Yes, use one standard exchange rate for the last three years, not three individual rates.

General questions on Grantelope

Is the online application sufficient for the call for proposals or is an applicant supposed to submit other documents?

Applicants are asked to apply using the online system (Grantelope) only. This means completing the eligibility review form initially, then accessing the full application form, along with the project workbook. After this, there will be the other documents such as organisational registration documents

and organisational accounts to upload, and these can all be uploaded to the system as part of the online application. Applications or other documents cannot be accepted via email.

Two or more people would like to work on the online application platform. Is this possible to grant access to the online platform for more than two persons in the same organisations?

Just one person can work on the online application platform at one time. Applicants can save their application and download as a PDF and work on it offline as a team.

I tried to register my organisation on Grantelope but cannot access the full application and the Workbook.

Once registered on Grantelope, you then need to complete the eligibility review form and meet the eligibility criteria to be able to move forward. If you successfully meet the eligibility criteria you will then be able to access the full application and Workbook. See the [Accessing Grantelope guidance](#) for further information on this process.

Country specific guidance

Pakistan

Can one CSO apply for grants in multiple provinces?

CSOs will only be able to apply for one province and one grant type within one grant application. Would be good to name the grant type. Only one grant application is eligible per applicant.

If an applicant is applying for one province, does the project have to cover all the districts or can the applicants choose certain districts to work in?

Ideally, we would like each grant application to cover all the priority districts within a province. If an applicant is unable to, then they should either partner with sub-grantees to try and provide full coverage in the province or justify based on their experience as to why they are working in the selected districts. Priority districts are listed in the annex of the call for proposals available on the Gavi website.

Could you please explain what it means by the "Indicative number available"?

Indicative is a guide for the number of grants we anticipate allocating in each province. The final grant numbers awarded however will depend on the number of relevant applications received.

Should the indicative grant number be multiplied by the Impact grant value for total funding?

CSOs will only be able to apply for one province and one grant type within one grant application. Only one grant application is eligible per applicant. The indicative numbers represent the total number of grants that will be available in one province; however, this is indicative and may change depending on the numbers and types of applications received.

How many partners can a lead organisation include? And do all partners need to be based in the selected province?

There is no maximum number of partners for consortium. However, the selection of sub-grantees must be justified based on what expertise they bring. The lead applicant must have the capacity to manage the number of sub-grantees. All sub-grantees must be based in the selected province.

Are consortia mandatory or can individual organisations (community-based, grassroots, etc.) apply for an Accelerator grant?

No, an organisation doesn't need to be part of a consortium to apply for an Accelerator grant.

The number of districts is much higher than the allocated number of grants, what approach will Gavi adopt to expand coverage of CSOs to these number of districts in comparison to the allocated resources and number of grants?

The number and value of grants per province are to ensure all priority districts are covered. Grant amounts have been allocated proportionally based on zero-dose children numbers.

We have a Pakistan Rupees account in which we can receive USD grants. Will that be sufficient or do we need to have a USD account for a Gavi grant?

Grants are paid in USD but they can go into and be held in local currency accounts. Grantees will need to monitor and manage exchange rates, as grantees will still need to report to MannionDaniels in USD. See the [Exchange rate guidance](#).

Is Economic Affairs Division (EAD) approval mandatory to receive the funds?

It will be the responsibility of the grantee to ensure they have the correct national approval to receive funds. We can support you with this by providing the documentation required e.g. grant award letters.

In the context of Pakistan, particularly in KP, some organisations are registered as private limited companies to address the challenges of obtaining approvals from the Economic Affairs Division (EAD) and other necessary NOCs. These entities operate under the principles of non-profit organisations, functioning as community interest companies. Would you be open to considering applications from such organizations?

No, we will only consider applications from registered non-governmental and registered not-for-profit organisations. They would be able to apply as a sub-grantee or consortium member, but the lead of the consortium would be required to be a not-for-profit entity.

In South KP, can an organisation propose a Mobile Health Camp modality for delivering integrated health services including immunisation?

We expect applicants to provide solutions that they feel are appropriate to the context, with a justification and a rationale for doing so.

Demand generation vs service delivery: is a CSO supposed to address both areas in the proposal or can we propose one of the areas?

It is for the CSO to propose the most appropriate activities to help address barriers to immunisation and contribute to increasing immunisation coverage in the chosen province.

If an organisation is not directly working towards the immunisation/vaccine but working on restructuring on ERs of paediatric wards. What is expected from us and in which category do we fall into for this grant?

Impact grants are for CSOs with at least five years of experience working in child health and immunisations. CSOs can apply for an Accelerator grant if they are new to the field of immunisation.

Can applicant organisations add components of health systems strengthening including HR (vaccinator), cold chain and support functions (at health facility level) and budget them?

It is up to the applicant to demonstrate the needs and how they will best address them. Their methodology and approach need to be clearly outlined with a rational and justification for the approach.