

# Clarifications

## UGA22008-10100

### Improving Citizen Participation and Accountability in Local Government Service Delivery Processes in Health and Education.

Deadline for questions: 17<sup>th</sup> April 2025

Deadline for Clarification publication: 25<sup>th</sup> April 2025

No	Questions	Responses
<b>A</b>	<b>Objectives and results</b>	
A1	Lower Secondary school is a centralized function, how will results end at local govt only when the function is at the centre with NCDC and the MoES	The citizen's feedback mechanisms and the accountability work should focus at the district level, focusing on both health and education (list of selected health facilities and schools provided below)
A2	How many grants are going to be offered in total?	<p>We refer to 1.3 of the Guidelines for applicants: Amount of the financial allocation provided by the contracting authority</p> <p>The total indicative amount available under this Call for Proposals is 305,000 EUR. Applicants can request minimum 275,000 EUR and maximum 305,000 EUR.</p> <p>Therefore, only one grant will be awarded.</p>
<b>B</b>	<b>Eligibility of applicants</b>	
B1	Is a co-applicant a must, or we can apply alone?	<p>We refer to 2.1.1 of the Guidelines for applicants: Admissibility of applicants [applicant and co-applicant(s)]</p> <p>The applicant <b>must act with one</b> or a maximum of <b>2 co-applicant(s)</b></p>
B2	If the applicant has two co-applicants, what happens?	<p>We refer to 2.1.1 of the Guidelines for applicants: Admissibility of applicants [applicant and co-applicant(s)]</p> <p>The applicant must act with one or a maximum of 2 co-applicant(s)</p>
B3	Must the applicant be registered as an NGO or can they be a CBO or Company limited by Guarantee?	<p>We refer to 2.1.1 of the Guidelines for applicants: Admissibility of applicants [applicant and co-applicant(s)]:</p> <p>If you are an NGO, you need to provide registration as NGO and a permit to operate. If you are a non-profit private company, you need</p>

		to submit the registration document as limited by guarantee.
B4	What if an organization operates nationally and will not consider co-applicants based in the region but aims at establishing a co-ordination office?	<p>We refer to response under B1 and We refer to 2.1.1 of the Guidelines for applicants:</p> <p>Any application shall involve at least one organization based within the region where the activity will be implemented (acting either as lead or co-applicant)</p> <p>If an organization aims to establish an office in the region, it must provide concrete plans on that establishment.</p>
B5	If we consider co-applicant(s), please clarify on the would be the grant funds management arrangement between the Prime organization and co- applicant(s).	<p>We refer to 2.1.1 of the Guidelines for applicants:</p> <p>The applicant <b>must</b> act with one or a maximum of 2 co-applicant(s) in accordance with the requirements below.</p> <p>The lead applicant (“Prime”) becomes the Contracting-Beneficiary and is the main point of contact for the contracting authority. It shall represent any other beneficiaries including co-applicants and act in their name. It is thus the responsibility of the lead applicant to manage funds arrangements and all results.</p>
B6	Is the applicant eligible if they already have a grant with Enabel?	<p>Yes.</p> <p>However, we refer to 2.3 2) phase step 3 where an organizational assessment will be performed for the selected applicant to assess their capacity including the capacity to manage several grants.</p>
B7	Can a company incorporated as a private company, be allowed to participate in the call?	We refer to 2.1.1 of the Guidelines for applicants: Only legal entities of private law for which profit maximization is not the priority objective are eligible.
B8	Are organizations that are private and limited by shares eligible?	<p>A for-profit legal body meets this definition if you submit the following additional documents and all the criteria are fulfilled:</p> <ul style="list-style-type: none"> <li>- Basic documents (statutes, mission, vision, business plan,...) of the business clearly demonstrate the business pursues social goals.</li> <li>- There is transparency on profit distribution, and more than half of the profit is on average reinvested in the business.</li> <li>- The business reports externally on the achievement of the social goal(s) it is pursuing.</li> </ul>

B9	What do you mean by recognized accountability structures?	The existing accountability structures that are in place at the district level as well as in schools and health facilities (PTAs, HUMCs, hospital boards, Governing boards, etc)
B10	<p>Clarification regarding the eligibility criteria outlined in the guidelines, specifically in reference to section 2.1.1. According to this section, both the lead applicant and co-applicants are required to be <i>established</i> or <i>represented</i> in Uganda. However, footnote 5 states that this criterion is <b>optional</b>, which has led to some uncertainty.</p> <p>Could you please confirm whether an entity under the same umbrella organisation, but separately registered outside of Uganda, would be considered eligible to apply as the lead applicant under this call?</p>	<p>This criteria is amended in the guidelines for applicants as follows:</p> <p>Both the lead applicant and co-applicants are required to be <i>established or represented</i> in Uganda</p> <p>Footnote:</p> <p><b>Establishment</b> is determined on the basis of the organization's articles of association, which must show that the organization was created by an act of law of Uganda and that its registered office is situated in Uganda. In this respect, any legal entities whose articles of association were created in another country may not be considered to be an eligible local organization, even where registered locally or where a "memorandum of understanding" has been entered into.</p> <p><b>Representation</b> is determined by one organization not established in Uganda but has another sister or mother organization established in Uganda <i>which apply on behalf of the non-established organization</i>. The links and long term relationship between both organizations must be proved by the applicant.</p> <p>In case an organization is represented as a lead applicant, it cannot present the representative as a co-applicant.</p> <p>The word "optional" is removed from the footnote.</p>
<b>C</b>	<b>Eligibility of actions</b>	
	<b><i>Geographical coverage</i></b>	
C1	<p>How many of the project districts must a project cover for it to be eligible under this call?</p> <p>Can the applicant choose from the 5 districts like 2 districts and from the cities choose 1 city, or its 5 districts and 2 cities</p>	<p>We refer to 3.1.1. of the Guidelines for applicants: Admissible actions: for what actions may an application be submitted?</p> <p><u>Geographical coverage</u></p> <p>The actions must be implemented in the Rwenzori and Busoga sub-regions of Uganda and shall cover 5 districts namely: Jinja, Kamuli, Kasese, Kabarole and Kyegegwa and 2 cities: Jinja and Fort Portal; and in selected sub-counties served by the intervention i.e. targeted HCIVs and the secondary schools.</p>

		The applicant cannot leave some of these districts out.
C2	Will Enabel award only two organizations? 1 for Busoga region and another for Rwenzori Region?	<p>We refer to 1.3 of the Guidelines for applicants: Amount of the financial allocation provided by the contracting authority</p> <p>The total indicative amount available under this Call for Proposals is 305,000 EUR. Applicants can request minimum 275,000 EUR and maximum 305,000 EUR.</p> <p>Therefore, Enabel will award only one grant that will cover both regions.</p>
C3	Will the one Grant be split between Rwenzori and Busoga regions?	<p>We refer to 1.3 of the Guidelines for applicants: Amount of the financial allocation provided by the contracting authority</p> <p>The total indicative amount available under this Call for Proposals is 305,000 EUR. Applicants can request minimum 275,000 EUR and maximum 305,000 EUR.</p> <p>Therefore, Enabel will award only one grant that will cover both regions.</p> <p>See also C1:</p> <p><u>Geographical coverage</u> The actions must be implemented in the Rwenzori and Busoga sub-regions of Uganda and shall cover 5 districts namely: Jinja, Kamuli, Kasese, Kabarole and Kyegegwa and 2 cities: Jinja and Fort Portal; and in selected sub-counties served by the intervention i.e. targeted HCIVs and the secondary schools.</p>
	<b>Target groups</b>	
C4	Is the project focusing on only public or both public and private schools?	The grant focuses only on public schools and public health facilities mentioned in Annex 1 and 2
C5	Will the grant be implemented on current intervention schools or will grantees choose different schools?	<p>The grant should focus on the geographical areas mentioned: 5 districts (Kamuli, Kasese, Kyegegwa, Kabarole and Jinja district) and 2 cities (Jinja city and Fort Portal city).</p> <p>All the mentioned districts must be considered, the applicant cannot choose to leave some of these districts out.</p> <p>The list of schools and health facilities to be focused on are in Annex 1 and 2</p>

C6	We noted the absence of any explicit reference to persons with disabilities among the vulnerable groups listed in the call. Could you kindly clarify whether this was an oversight, or if it is considered implicit that all ENABEL-funded projects must address the needs of persons with disabilities?	While persons with disabilities were not explicitly mentioned in the call, the grant emphasizes the inclusion of vulnerable populations and community representation. As such, it is expected that persons with disabilities are actively involved and adequately represented within the proposed grant.
C7	The call for proposals mentions that refugee populations are among the vulnerable groups to be taken into account. One of the targeted districts identified by ENABEL hosts a refugee camp. Could you please clarify whether ENABEL expects the intervention to be implemented within the refugee camp itself, or if the reference is to refugee populations living in the district more generally, including outside the camps?	The intervention is indeed expected to include activities within the refugee settlement, as one of the supported health facilities is located there. However, it is equally important to engage with and address the needs of the surrounding host communities. This inclusive approach ensures that both refugee and host populations benefit from the intervention, fostering community cohesion and maximizing the overall impact.
	<b>Priority sectors and themes</b>	
C8	Is it allowed for the applicant to focus on one sector of Education or Health?	We refer to the general objectives of the Guidelines for applicants:  To improve citizen participation, accountability and strengthen anti-corruption efforts in Local Government service delivery processes <b>for health and education</b> , incorporating robust mechanisms for citizen feedback to ensure transparency and responsiveness.  Hence, the applicant should focus on health and education.
	<b>Admissible activities</b>	
C8	Is it allowed to add activities that focus on advocacy at the national level to complete the accountability loop?	Yes, although this is not the core focus of this grant, but the grant should rather focus at the district level.
<b>D</b>	<b>Budget, eligible costs, type of costs, cost estimation</b>	
D1	What is the donor stand on match or co-funding?	It is not mandatory to co-finance or match for this call but applicants can decide to do so as long as what is added to the financial accountability is clearly and transparently reported.

		<p>No double financing is allowed, as costs already financed by another grant are ineligible. However, applicants can decide to co-fund</p> <p>If co-funding is decided, the applicant shall mention which activities are funded by Enabel and which are funded by other funds. Origin of the funds shall also be explained.</p>
D2	Are there costs allowable and allocable for RBF model aspects in the project implementation (e.g rewards to best performing schools or health facilities based on set targets)?	<p>We refer to 2.1.3 of the Guidelines for applicants: Admissible actions: for what actions may an application be submitted?</p> <p>Applicants cannot propose sub-grants to sub-beneficiaries to help achieve the objectives of the action.</p> <p>An RBF approach can be used if it is clearly different from and cannot be confused with sub-granting.</p> <p>We also refer to the 2.2.3 of the Grant application file: Sustainability of the action. Applicants will be assessed for the sustainability of their action and deciding on whether what model to use should consider financial, institutional, political and environmental sustainability.</p>
D3	There is no 5% on contingency. At what point is it considered?	<p>We refer to 2.1.4 of the Guidelines for applicants: Eligibility of costs: what costs may be included?</p> <p>Budgets may, but do not have to, include a contingency reserve up to a maximum of 5% of the estimated eligible direct costs. These can be used during implementation after prior written authorisation of Enabel.</p>
D4	What is allowable cost and what is not allowed?	We refer to 2.1.4 of the Guidelines for applicants that mentions the types of eligible and ineligible costs.
D5	What percentage is allocated to operation and management cost?	<p>Applicants are responsible for formulating their own budgets.</p> <p>Enabel generally promotes management costs to remain below 30% of the total budget.</p> <p>Applicants can budget above this at their discretion</p>
<b>E</b>	<b>Concept note application form and procedure</b>	
E1	What is the deadline for submitting concept papers?	We refer to 2.2.3 of Guidelines for applicants and Enabel website for any amendment.

		Deadline for concept notes submission is 8 <sup>th</sup> May 2025 at 5pm
<b>F</b>	<b>Full proposal phase</b>	
F1	Is it that the full proposal will be submitted by those who move to another level, or that one who moves to another level?	In the first stage, a concept note is requested.  After the evaluation of the concept notes, shortlisted organizations will be requested to submit a full proposal at a second stage.
F2	Are the KYC documents required from all implementing partners, or only from the lead applicant?	KYC documents are required from the lead applicant
<b>G</b>	<b>Grant Agreement</b>	
G1	What will be the grant management procedure? Will Enabel disburse money to both the applicant and co-applicant, or will money be disbursed only to the Lead applicant?	Enabel will only disburse funds to lead applicant. The lead applicant will be the main point of contact for the contracting authority.
<b>F</b>	<b>Guidelines for applicants Amendment</b>	
F1	Point 2.2.1	Footnote 4 is deleted and footnote 5 is modified.
F2	Guidelines for applicants document	Initial guidelines for applicants is cancelled and replaced by an amended document.

**Annex 1: List of Health Facilities**

**WeCare health facilities supported in Busoga and Rwenzori**

<b>District</b>	<b>HCIV</b>	<b>Hospitals</b>
Fort-Portal city	BUKUKU HC IV	Fort Portal Regional Referral Hospital
Fort-Portal city	Kataraka HC IV	
Jinja city	BUDONDO HC IV	Jinja Regional Referral Hospital
Jinja city	BUGEMBE HC IV	
Jinja city	Mpumudde Health Centre IV	
Jinja city	Walukuba Health Centre IV	
Jinja District	BUWENGE HC IV	Buwenge general hospital
Kabarole District	Ruteete HCIV	
Kamuli District	Namwendwa HC IV	KAMULI DISTRICT GOVERNMENT HOSPITAL
Kamuli District	Nankandulo HC IV	
Kasese District	Nyamirami HC IV	Bwera Hospital
Kasese District	Rukooki HC IV	
Kasese District	Rwesande HCIV	
Kyegegwa District	Bujubuli HCIV	Kyegegwa Hospital
<b>TOTAL</b>	<b>14</b>	<b>6</b>

**Annex 2: List of Schools**

<b>School</b>	<b>Region</b>	<b>District</b>	<b>Sub County</b>
Bukuuku Community Secondary School	Rwenzori	Fort Portal City	Kabende
Kagote Seed Secondary School	Rwenzori	Fort Portal City	Western Division
Kitumba Senior Secondary School	Rwenzori	Fort Portal City	Eastern Division
Kyebambe Girls Secondary School	Rwenzori	Fort Portal City	Southern Division
St. Leo's College Kyegobe	Rwenzori	Fort Portal City	Eastern Division
Kahinju Secondary School	Rwenzori	Fort Portal City	Karambi
Mpumudde Seed Secondary School	Busoga	Jinja City	Kimaka/Mpumudde Division
St Stephen Secondary School Budondo	Busoga	Jinja City	Budondo
Masese Seed Secondary School	Busoga	Jinja City	Walukuba/Masese Division
Jinja College	Busoga	Jinja City	Kimaka/Mpumudde Division
P.M.M.G.S (Jinja Girls )	Busoga	Jinja City	Jinja Central Division
Jinja Senior Secondary School	Busoga	Jinja City	Jinja Central Division
Busede Seed Secondary School	Busoga	Jinja District	Busedde
Lubani Secondary School	Busoga	Jinja District	Butagaya
Buyengo Secondary School	Busoga	Jinja District	Buyengo
Busoga College Mwiri	Busoga	Jinja District	Kakira T.C
Pilkington College Muguluka	Busoga	Jinja District	Buwenge
Wanyange Girls Secondary School	Busoga	Jinja District	Mafubira
Kakira High School	Busoga	Jinja District	Kakira T.C
Buwenge Tc Seed Secondary School	Busoga	Jinja District	Buwenge Tc
Rusekere Secondary School	Rwenzori	Kabarole District	Hakibale
St Joseph's Karangura Secondary School			
...	Rwenzori	Kabarole District	Karangura
Kaboyo Senior Secondary School	Rwenzori	Kabarole District	Mugusu
St. John Bosco Kamuli	Busoga	Kamuli	North Division
St. Paul Secondary School Mbulamuti	Busoga	Kamuli	Mbulamuti
Bulopa Secondary School	Busoga	Kamuli	Bulopa
Busoga High School	Busoga	Kamuli	Nabwigulu
Balawoli Senior Secondary School	Busoga	Kamuli	Balawoli
Bugulumbya Secondary School	Busoga	Kamuli	Namwendwa
Buzaya Secondary School	Busoga	Kamuli	Kisozi
Luzinga Senior Secondary School	Busoga	Kamuli	Wankole
Namasagali College	Busoga	Kamuli	Namasagali
St. Peters Namwendwa Secondary School	Busoga	Kamuli	Namwendwa
Ihandiro Voc. Secondary School	Rwenzori	Kasese	Ihandiro
Maliba Secondary School	Rwenzori	Kasese	Maliba
Uganda Martyrs College Kyondo	Rwenzori	Kasese	Kyondo
Kasese Secondary School	Rwenzori	Kasese	Central Division

St. Thereza Girls Senior Secondary School-Nsenyi	Rwenzori	Kasese	Kisinga
Kuruhe High School	Rwenzori	Kasese	Kitswamba
Lake Katwe Secondary School	Rwenzori	Kasese	Lake Kabatoro Town Council
Munkunyu Secondary School	Rwenzori	Kasese	Munkunyu
Mutanywana Secondary School	Rwenzori	Kasese	Kyarumba
Nyakiyumbu Secondary School	Rwenzori	Kasese	Nyakiyumbu
Saad Memorial Secondary School	Rwenzori	Kasese	Kisinga
Humura Senior Secondary School	Rwenzori	Kyegegwa	Kyegegwa Town Council
Mpara Secondary School	Rwenzori	Kyegegwa	Mpara
St.Balikuddembe Kibuye Secondary School	Rwenzori	Kyegegwa	Kyegegwa
Kakabara Senior Secondary School	Rwenzori	Kyegegwa	Kakabara
Bujubuli Voc. Secondary School	Rwenzori	Kyegegwa	Mpara
Rwentuha Seed Secondary School	Rwenzori	Kyegegwa	Rwentuha