

Opportunity Clarifications Template

The table below covers all of the information required to advertise an opportunity on Contracts Finder. Please complete it in full, convert it to PDF and send it to contractsfinder@dai.com so it can be added to the tender notice.

Please ensure you use the correct Procurement Reference and Notice Title so the clarifications are posted to the correct tender notice. Add or delete rows depending on the number of questions received.

TENDER NOTICE CLARIFICATIONS	
Procurement Reference	Grant-04 Proc.1
Notice Title	Centre for Disaster Protection - Transformative Media Partnership Grant
Closing Date of Tender	2 nd March 2023
Responses to Suppliers' Questions	
Question 1:	Does the Centre have any preference between single-country or multi-country (regional or global) projects? While we would like to take a regional approach, given the size of the budget available, we are thinking a single-country project might be more feasible, with potential for scale-up to other countries were further funding to become available.
Response:	<i>We are open to proposals, but a single-country approach may be more effective. The country should be a low/middle-income country or a small-island state affected or at high risk of being affected by a disaster. We are receptive to feedback and co-designing the project with the Partner.</i>
Question 2:	Are you able to provide any further guidance on what costs can be included in the journalist grants please? For example, can the journalist grants include their travel costs to an in-person training?
Response:	<i>The journalist grant can cover relevant expenses and a cash grant to the journalist. Please see the TOR for the list of expenses excluded from the grant.</i>
Question 3:	How important is the research component and by not including it, would our application be uncompetitive?
Response:	<i>We have removed this component from the RfP. An updated RfP will be available on Contracts Finder on 03/02/2023.</i>
Question 4:	Is the centre doing the training? And if it is, how does this affect budgets and logistics? And who then sets the training agenda, with what say from the other partners?
Response:	The Centre services include Advisory and Training. We therefore have the capacity to work with the Partner to tailor our Introduction to Disaster Risk Finance training to a journalist audience. We do not offer journalist training but if the applicant believes this would make the programme more

	<p>impactful, we welcome proposals on incorporating training in the fellowship. The application should include indicative training costs.</p>
Question 5:	Do all applicants in the consortium need to be not-for-profit?
Response:	<p>All applicants and members of a consortium must meet the following minimum eligibility criteria:</p> <ul style="list-style-type: none"> • Be legally registered in country of establishment • Be non-governmental and not-for-profit • Have strong financial accounting systems, including the ability to manage external funds • Have at least one annual audit report • Have experience in the key thematic and/or geographical areas addressed by this call or be able to demonstrate outreach capacity to operate in the area independently or with partners. <p>We cannot guarantee that we can consider proposals where a consortium partner is a profit-making organisation.</p> <p>However, where a grant recipient (lead or partner) wishes to draw upon goods or services provided by a 'for profit'/private sector supplier as an input to the project, this is permissible expenditure (subject to appropriate value for money procurement approaches being applied). For example, should a grant recipient purchase travel services or hire a venue from a 'for profit' organisation, the fact that the supplier is 'for profit' would not render the expenditure ineligible for grant funding. Such expenditure would not ordinarily be expected to constitute a high proportion of the grant value.</p>
Question 6:	Do the journalists/fellows we work with would have to give detailed reports on their grants e.g. receipts etc
Response:	<p>Eligible Expenses such as travel costs incurred by primary grant recipients and lower tier recipients (such as partners or journalists/fellows) are reimbursed at cost and itemised receipts are required for each individual expenditure. Where an applicant wishes to propose a stipend for certain recipients, this grant expenditure should be justified and documented appropriately, for example through evidence of contracts/agreements with the individuals, requests for payment and payment transfer records, and documented outputs and records of activity in line with the agreement.</p> <p>For the avoidance of doubt, the above guidance is general and indicative and is not intended to confirm or imply that a particular expense or stipend expenditure proposed in any application will automatically be considered eligible for funding.</p>
Question 7:	What are our expectations regarding mentoring?
Response:	We would like to see proposals on what would make the Transformative Media Partnerships a journalist fellowship project as opposed to just a grants project. This could entail a mentoring element, co-designed and/or delivered with the Centre
Question 8:	How many published outputs do you expect to get out of the project?
Response:	Once we co-design the project we will define and agree on outputs and key performance indicators both for the Partner and the project as a whole. The

	applicant is welcome to describe examples of outputs in the proposal, which they think would be most impactful.
Question 9:	Do you want to focus on a national level, or can the focus be international?
Response:	We welcome proposals focusing on both international and national levels. In both cases, we would like to explore how the project could be replicated and/or scaled. Could the themes covered under the international focus be tailored to a national context? And would the national focus provide a case study that could reach audiences beyond national borders?
Question 10:	Can we include overheads?
Response:	Applicants may request grant-funding for all eligible costs associated with the proposed project. This includes project-related overheads.
Question 11:	Can you share a handful of stories that you have identified as examples of what you are looking for?
Response:	We are looking to collaborate with the Partner to define specific deliverables. As an indication, the recent coverage of the loss and damage agenda in a range of mediums from broadcast radio to podcasts, from news reports to long-form stories in international and national titles. The type of stories can be determined based on impact, and play to the strengths of the Partner.