Call for Proposals 2022
Municipal Corona Solidarity Package

Support for partnership projects to boost resilience in the pandemic emergency

This year (2022), under the funding instrument **Municipal Corona Solidarity Package (KCS)** German municipalities are once again invited to apply for financial support. Grants are available to fund development projects that were developed in partnerships between German municipalities and municipalities in emerging or developing countries, and will address the corona crisis. This support is being offered by Engagement Global’s Service Agency Communities in One World on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ), which will provide the funds.

The offering is designed to enable municipalities actively involved in development work in the current corona pandemic to consolidate solidarity in their municipal partnerships, mitigate emergencies caused by the pandemic and build municipal resilience for pandemic control.

The Service Agency will be glad to advise entities interested in this funding, and the subsequent grant recipients, concerning the submission of project proposals, project implementation and reporting. Training courses will be held on these topics, and dialogue with other involved municipalities initiated. We recommend that those interested take part in these activities.

For all KCS projects under this Call for Proposals a total funding amount of up to EUR 586,000 has been earmarked, subject to the availability of budget funds.

This funding will be provided pursuant to Sections 23 and 44 of the German Federal Budget Code as a grant for projects of municipal development cooperation, in which the German Federal Government has a significant development-policy interest. The applicant has no legal entitlement to the award of funding. Funding decisions will be based on the requirements laid out in this Call for Proposals.
Guidelines for submitting a proposal

Please note the following when planning and subsequently implementing your project:

1. **Who is eligible to apply**

   - **Municipalities**
     - The project partner is the municipality in the Global South with which the grant recipient has entered into a partnership.

   - The city districts for the Land of Berlin and the city-state of Hamburg are eligible to apply in their own right.

Further information on the role of applicants and on actors to be involved:

- The municipality must maintain a partnership with a municipality in a developing or emerging country (see DAC country list, we reserve the right to make amendments). The project being proposed must be planned and implemented jointly and on equal terms within the context of the partnership. Projects must be expressly backed by the political will of both municipalities. It must be guaranteed that both partners will manage both the project activities per se and the financial aspects. Both sides will actively bring their municipal knowledge and experience to bear in the project.

- Joint proposals by several German municipalities and their partner municipalities are possible. In such cases one German municipality will act as the applicant and grant recipient for the project. The other municipalities may be third-party donors and/or be involved in implementation.

- A German municipality that maintains two partnerships with municipalities from different countries in the Global South (three-way or triangular partnership) may submit a joint proposal and implement activities in both countries at the same time, provided that these municipalities are networked with each other.

- The grant recipient may work together with municipally-owned companies and enterprises, as well as civil society organisations (e.g. local initiatives and associations) in Germany and abroad. These are considered to be further project actors. They will support the grant recipient in implementing the project, and have specific project-related competences and where possible a local link to the grant recipient or the project partner. Overall management of the project and accountability are always incumbent solely on the applicant, and may not be transferred to third parties.
2. What can be funded

Only projects that involve municipal development cooperation in the context of the corona pandemic are eligible.

The term 'municipal development cooperation' encompasses all the development funds employed and the measures taken by German municipalities both in Germany and in partner countries. Its purpose is to promote sustainable global development aligned with the common good, and help improve economic and social development in the Global South.

Eligible measures in the context of the Corona pandemic may relate to one or more of the following areas:

- Social measures to protect health and mitigate the effects of the pandemic on vulnerable sections of the population, such as:
  - Initiation and coordination of neighbourhood help schemes for risk groups
  - Support for socially deprived groups
- Measures to raise awareness and inform the public on all aspects of the pandemic, such as:
  - Health education measures for the local population (hygiene, social distancing campaigns etc.)
  - Instructions on how people can make their own protective clothing (e.g. masks)
- Local health care measures, such as:
  - Strengthening the local or regional production, distribution, quality assurance etc. of items for hygiene, disinfection and protection
  - Improving medical equipment for tackling the corona pandemic, e.g. hospital beds, fever measuring devices, testing kits etc.
- Measures to make the local authority more resilient, such as
  - Strengthening digitalisation (including hardware in the partner country) for virtual communication and virtual services
  - Establishing municipal structures for tracing and containing infection hotspots
Training and sharing of lessons learned, e.g.:

- To strengthen local and possibly inter-municipal/regional structures for hazard prevention (disaster risk management, establishment of crisis teams, communication between authorities in case of emergency, plans to protect critical local infrastructure etc.)
- To strengthen local health systems including health personnel as well as health facilities and services with regard to pandemic preparedness, patient care, follow-up etc.
- To support local administrations in managing the pandemic, e.g. in safeguarding key municipal services.

3. Formal requirements for the grant and scope

- Project term: Projects may not exceed a maximum term of 12 months. They must be completed by no later than 31 December 2022.
- The funding will be provided to finance all of your eligible project costs.
- The grant will be awarded for:
  - a partnership project with total eligible costs of between EUR 1,000 and EUR 50,000. The funds must be used primarily in the partner country.
  - a lump sum for administrative overheads (to cover the administrative costs incurred, e.g. a percentage for personnel, communication etc.) equivalent to a maximum of 7% in addition to the total eligible project expenditure (as shown in Engagement Global’s form for the Cost and Financing Plan). To offset their staff/fee costs the municipality implementing the project may pass on some or all of the lump sum for administrative costs to the project partner or participating actors.
- Monitoring: Only projects with a clearly defined and measurable project objective that can be achieved within the envisaged financial framework and time frame are eligible for support. It must be possible to monitor the results of implementation once the project is complete. A proper interim report must be produced, as must the final report once the project has been completed.
- The sustainability of the project beyond the project term must be guaranteed. To this end the grant recipient also undertakes to meet by other means any follow-on costs generated by the project.
• Neither the grant recipient nor the project partners may pursue commercial interests of their own or of third parties through the activities, either directly or indirectly.

• Avoiding chains of funding and duplication of funding: Please note that each funded project must be a self-contained project, and must be capable of being implemented independently of any other funding. No other funding from the German Federal Government or Engagement Global may be applied for or have been approved for the proposed project or its individual activities.

4. Use of the funds

• Capacity development: Where possible, expenditure on investment measures/investment in infrastructure must be combined with measures for capacity development (costs for accommodation and board, travel and/or transport, materials, fees, rental of seminar rooms, any course fees for training measures, etc.), awareness raising or international dialogue.

• Expenditure on items of equipment and materials, and the initial supply of consumables, including the necessary costs for procurement and transport thereof, are eligible. Equipment and materials must match local needs in terms of quality, price, availability and maintenance/care.

• Expenditure on construction measures that contribute directly to achieving the project objective is eligible, however the acquisition of land is ineligible. The land to be used for the project must be owned by the partner municipality or by a local not-for-profit institution, and is not eligible as an in-kind contribution. If no suitable building land is available as yet, procurement thereof – which is independent of the support – must comply with social responsibility criteria and involve procedures that are transparent for the public.

• The funds should be used primarily in the partner country. The funding can also be used to support accompanying measures in Germany such as networking and outreach work.

• Technical/scientific studies and the preparation of papers and strategies are eligible. Studies can be supported to the tune of up to 1/3 of the total eligible expenditure, and are only eligible if accompanied by a first pilot measure for implementation.
• Expenditure incurred in the course of results measurement is eligible in exceptional cases, provided that the results are forwarded to Engagement Global, and that the expenditure is proportionate to the total expenditure and is clearly justified. Engagement Global will decide whether these costs are eligible.

• Human resources: It is not possible to finance positions in the German municipality. Fees paid to municipal staff members are ineligible.

Expenditure on local personnel in the partner country (excluding short-term training measures) are eligible, provided that the personnel are directly involved in implementing the project. The personnel costs must be in line with local going rates, and be proportionate to the total project expenditure.

• Costs for materials and equipment such as expenditure on printed products (publications, information materials, flyers, posters etc.), consumables, room hire, rental fees, transport, technical equipment are eligible.

5. Onward transfer of funds

• The grant recipient may transfer funds onward to the project partner in the partner country in order to fulfil the purpose of the grant. In this case we recommend that a project agreement be entered into in the form of a civil law contract, in order to guarantee compliance with the requirements contractually agreed with Engagement Global. The grant recipient/German municipality remains the responsible contractual partner of Engagement Global.

• If local actors play an important role in the project, and work to help achieve its objectives, funds equivalent to up to 1/3 of the grant amount may be transferred onward to these actors. The funds must be used for activities of the project in question, whose implementation was agreed in the onward funding agreement. The transferred funds comprise exclusively financial resources for operational activities. Responsibility for project management still always rests with the municipalities. The local actors (initiatives and associations) cannot charge for their own services (personnel costs). Funds may not be transferred onward to municipal enterprises or associations; exceptions to this rule are utilities and municipally-owned companies that form part of the municipalities, and not-for-profit associations. Nor may funds be transferred to private individuals.
• If the grant recipient transfers grant funds onward to partner organisations (in the partner country), and if legal provisions in the partner country prescribe the withholding of original vouchers, then instead of submitting original vouchers the grant recipient may call in independent chartered accountants to prepare proof of the use of funds. The expenditure is then eligible.

6. Travel and safety

In case of project-related journeys abroad, the grant recipient must ensure that beforehand the persons making the journeys obtain the relevant information on local laws and the local security situation, as well as the necessary health precautions, and take the necessary measures, such as vaccinations and the taking out of foreign travel insurance (health, accident and liability insurance). To ensure they are included in the German Embassy's crisis preparedness and response measures, the persons travelling must register online at ELEFAND Anmeldung (diplo.de) no later than 10 days prior to their outward journey.

For journeys outside of Germany, please note the instructions on safety and security precautions and on what to do in an emergency or a crisis, which are available at Nakopa – Service Agency (engagement-global.de).

Submission procedure

Proposals may be submitted at any time between now and no later than 15 October 2022. Please note that proposals for the Municipal Corona Solidarity Package should be received by Engagement Global if possible 6 weeks prior to commencement of the planned project, in order to ensure that projects are prepared as carefully as possible.

The submitted proposal must be signed by the authorised signatory pursuant to your municipal code.

The proposals we receive will be evaluated in the order in which we receive them on the basis of the requirements detailed in this Call for Proposals. They will not be approved until deemed to be eligible for support.

When submitting your proposal, please use the forms provided on the Engagement Global website.

Please submit your documents to us by email and by post to the following addresses:
Postal address: Engagement Global gGmbH / Service Agency Communities in One World: c/o The Municipal Corona Solidarity Package (KCS) team Friedrich-Ebert-Allee 40 53113 Bonn Germany

Email address: coronasolidarpaket@engagement-global.de

For contact details of our programme officers please see our website: https://skew.engagement-global.de/kommunales-corona-solidarpaket.html

Please submit email enquiries to our programme mailbox: coronasolidarpaket.skew@engagement-global.de

For further information, please browse our website.