

# EEP Frequently Asked Questions

## EEP-S&EA Programme

**Q:** How many proposals one organization may present as leading partner or as partner?

**A:** There is no limitation.

**Q:** I have a project which is already funded by EEP, can I submit another application during this call for proposal?

**A:** if you have a project already been funded by EEP or if you are a past grantee, you may still submit another application but it should be significantly different from the one for which you have received funding.

**Q:** Does EEP provide loans or grants?

**A:** Grants only

**Q:** In which language can I prepare the project proposal?

**A:** Only in English or in Portuguese

**Q:** I did not find the proposal format, so I wrote my proposal on a blank A4 sheet instead. Is it ok?

**A:** Proposals will not be evaluated if proposal format was not used. Please use the format available at: [www.eepafrica.org](http://www.eepafrica.org) or ask for it by emailing to [eep@dbsa.org](mailto:eep@dbsa.org)

**Q:** Should we have a Finnish company as a partner?

**A:** It is not a requirement. However, projects which enhance technology transfer, cooperation between donor countries and local project developers will have added advantage.

**Q:** What is the maximum size of the project (in EUROS)?

**A:** There is no limit (total costs including co-financing and/or in-kind contributions). The EEP contribution is max 200.000 EUR per project.

**Q:** How much co-financing from other sources is required?

**A:** Currently there is no such limit set. However, it is highly recommended to also include your own financing contribution in whatever form.

**Q:** What kind of expenses the EEP contribution covers?

**A:** EEP contribution covers costs related to

- Technical services and consultancies
- Travel expenses (air tickets, accommodations, etc.) related to the project
- Equipment and materials for the project
- Project execution expenses
- Project promotion and dissemination
- Audit

**Q:** We have many partners, listing them all will take a lot of space. May I add more rows for the additional partners or use smaller font size?

**A:** Yes, for listing the group members, you may add more rows, but please do not change the font size.

**Q:** If my project is selected for funding, when can we start the activities?

**A:** After selection, you will have 6 weeks time to prepare the full project document. The project activities should start within three months after signing a grant contract. Otherwise project funding may be cancelled.

**Q:** Could you extend the deadline?

**A:** No, the second call for proposals will close on 20<sup>th</sup> October, 2010 at 13h00 South African time. Proposals which will be submitted after the deadline will not be considered for evaluation.

**Q:** Do I really have to send signed project profile formula (proposal)?

**A:** Yes, only signed proposals will be sent to evaluation. You may also scan the signed page, and send it as email attachment to [eep@dbsa.org](mailto:eep@dbsa.org).

**Q:** What is the maximum duration of a project?

**A:** Your projects should not extend beyond November 2012.

**Q:** There is a perception that our project is an existing "commercial" technology; , but our finding is that it is far from being commercial, evidenced by the low market penetration, consumer awareness and market maturity. Therefore we consider this technology is not commercial technology.

**A:** The national coordinator would give their recommendation if a certain technology is considered as "not commercial" in their country and therefore eligible or not eligible for funding as a pilot or demonstration project

**Q:** Should we already have a consortium agreement when we submit the proposal?

**A:** It is not required but a firm commitment needs to be shown such as commitment letters from partners, during submission of the full proposal.

**Q:** We would have to borrow money, in order to implement the project before we are paid back by EEP, are financial costs eligible?

**A:** No. However, depending on the type of your organization, we would consider partial advance payment.

**Q:** Are organizations from Switzerland eligible (even governmental)?

**A:** List of types of partners eligible for funding is available on the project website. Project partners may come from any country of the world but projects have to be implemented in the participating countries (Kenya, Tanzania, Zambia, Mozambique, Namibia, Botswana, South Africa, and Swaziland).

**Q:** How much funds are allocated to each country?

**A:** There are currently no "financing quotas allocated per country" set. Projects are judged and financed based on their merits.

**Q:** Should we select one component, or can our project include activities related to various components?

**A:** One proposal may include activities related to several components, but is limited to the

amount of funding available for the project.

**Q:** Is there any funding available for preparation of the full project proposal?

**A:** No.

**Q:** Can the EEP send prospective developers copies of project documents (of the successful ones), as a rubric, to other applicants?

**A:** Due to the proprietary, patent laws and other ownership rights the EEP is restricted to send or interchange project documents among project proponents. A list of approved projects will be put on the EEP website [www.eepafrica.org](http://www.eepafrica.org)

**Q:** Does the EEP fund project replicas?

**A:** No, the EEP only funds projects which have a transboundary footprint but not projects which are prepared to be replicated in different regions (i.e. submit 2 of the same projects from different locations). However, the replication should critically consider local condition which could impact the project performance.

**Q:** Can the EEP change (positive or negative) its consideration of funding after provision is granted for the approval of a project?

**A:** Yes, The Programme retains the right to; decrease, increase or cancel funding allocation at any time during its interaction with the project developer. However, there should be sufficient need to justify the decision to alter the amount of funding.

**Q:** "...I missed the deadline (or didn't respond directly to the Call for Proposal Guideline) can the EEP still consider my appraisal?"

**A:** No, The EEP does not accept any unsolicited applications. All project funding proposals are to be submitted within application period set out as per guidelines given on the advertising website: [www.eepafrica.org](http://www.eepafrica.org)

**Q:** Why did I receive a response that my application was late while I submitted on the closing day?

**A:** Possible reasons could be we have not been able to retrieve the profile at a pre-determined cut-off time, the profile might have reached us after 13:00hrs South African time which was the

stated cut off time.

**Q:** I followed all the guidelines and submitted my profile on-time but, received a response that the submission was late.

**A:** The EEP often receives many and voluminous documents, especially during the closing day, which can overwhelm our mail servers and result in delays in delivery. Please, don't wait to submit your application until the last minutes in order to guarantee smooth submission of your application.

**Q:** I requested evaluation comments/recommendations that can help to improve of our proposals. Why have I not as yet received the reply?

**A:** We received an overwhelming amount of applications and we will endeavour to respond to your request.

**Q:** What is a project index page?

**A:** This page outlines (by heading) what is laid out in the project document

**Q:** What is the maximum number of pages for a project proposal?

**A:** Sections of the application form should not exceed the maximum allowable number of words.

**Q:** Why am I bound to follow the structure set out in the EEP project application document?

**A:** Besides the document management process and keeping the content of applications homogeneous and easy to evaluate, the EEP application has been structured to capture relevant information in order to facilitate evaluation based already predetermined criteria.

**Q:** May the applicant/beneficiary of the EEP grant provide support/lend out to a third party from the grant?

**A:** No, EEP grantees are not to lend out to a third party from the grant.

**Q:** Can an applicant who seeks to embark on private /individual scholarships, tuition or training apply to the EEP

**A:** No actions or activities aimed at particular individuals will be grant funded by the EEP

**Q:** My project will include substantial procurement of different equipment and services, which procurement rules should we use?

**A:** There are no specific procurement rules to follow but project proponents are advised to apply the best practice standard procurement rules in the beneficiary country. All the procurement process as well as reasoning for selecting a given supplier should be well described.