

ENHANCER Türkiye Call for Proposals

Cooperatives Support Grant Scheme for Job Creation

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Following the receipt of a high number of questions, ICMPD would like to announce that Q&A will be published on a regular basis until the deadline for asking clarifications (18th October 2024 – 17.00h Vienna Time)

Note 1: Most of the questions that have been received concerning this call for proposals can be answered by **carefully reading** the Guidelines for Grant Applicants (Guidelines).

Note 2: Please note that in the interest of equal treatment of applicants, the Contracting Authority does not give a prior opinion on the eligibility of a lead applicant, a co-applicant, an action or specific activities (Please see section 2.1 of the Guidelines).

Eligibility of Applicants and Actions

Question 1: We have a software company. Can we apply for a grant on behalf of our company?

Question 2: Can professional chambers and their affiliated unions apply this grant programme?

Question 3: Can Chambers of Commerce and Commodity Exchanges affiliated with TOBB (The Union of Chambers and Commodity Exchanges of Türkiye) apply for this grant program?

Question 4: I am a Turkish citizen and own a business. Can we apply for the grant support?

Answer 1, 2, 3 and 4: According to section 2.1.1. Eligibility of Applicants (Lead Applicant and Co-Applicant(s)) in the Guidelines for Applicants, in order to be eligible for a grant, the lead applicant must be legally registered as a cooperative or union(s) of cooperatives.

Question 5: Our Cooperative was established on 31.10.2023 after the earthquake. We meet all eligibility criteria except the establishment date. Can we apply for this grant programme?

Answer 5: According to section 2.1.1. Eligibility of Applicants (Lead Applicant and Co-Applicant(s)) in the Guidelines for Applicants, in order to be eligible for a grant, the lead applicant and co-applicant(s) must be established before 15.08.2023.

Question 6: We would like to apply for the Grant Program. Our cooperative received a grant in 2021, and the five-year controlled period has not expired yet. Despite this, can we still apply for this grant program?

Answer 6: Please note that to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, an action or specific activities. Please see the sections '2.1.1 Eligibility of Applicants', and 'Important Note 5' of Guidelines for Grant applicants.

Question 7: It is stated that in section '2.1.1 Eligibility of Applicants', in order to be eligible for a grant, the lead applicant must be legally registered as a cooperative or union(s) of cooperatives and have their headquarters in the targeted provinces: Adana, Ankara, Bursa, Gaziantep, Hatay, Istanbul, Izmir, Kayseri, Konya, Mersin and Şanlıurfa.

- a) Can a cooperative operating in the districts of these provinces apply for this grant programme or only cooperatives operating in the centre of these provinces can apply for a grant?
- b) Can a chamber or mercantile exchange be a project partner (co-applicant)?

Answer 7:

- a) According to section 2.1.1. Eligibility of Applicants (Lead Applicant and Co-Applicant(s) in the Guidelines for Applicants, in order to be eligible for a grant: "be legally registered as a **cooperative or union(s) of cooperatives** and have their headquarters in the targeted provinces: Adana, Ankara, Bursa, Gaziantep, Hatay, Istanbul, Izmir, Kayseri, Konya, Mersin and Şanlıurfa" regardless of whether they are located in the centre or districts.
- b) According to section 2.1.1. Eligibility of Applicants (Lead Applicant and Co-Applicant(s) in the Guidelines for Applicants, co-applicants must satisfy the eligibility criteria as applicable to the lead applicant itself, which means co-applicants must be legally registered as a cooperative or union(s) of cooperatives yet they do not necessarily need to be registered in the same province as the lead applicant; however, they should be registered in one of the targeted provinces: Adana, Ankara, Bursa, Gaziantep, Hatay, İstanbul, İzmir, Kayseri, Konya, Mersin and Şanlıurfa.

Question 8: I am a Syrian citizen under temporary protection, and I have a productive agricultural project. Can I apply for this support individually, or are only Turkish institutions and Turkish cooperatives eligible to apply?

Answer 8: According to section 2.1.1. Eligibility of Applicants (Lead Applicant and Co-Applicant(s)) in the Guidelines for Applicants, in order to be eligible for a grant, the lead applicant must be legally registered as a cooperative or union(s) of cooperatives.

Question 9: We are a pharmaceutical cooperative that focuses on drug logistics and distribution. Our headquarters is in Mersin, and we operate in 12 provinces. How can we benefit from this grant program?

Question 10: Our transportation and operations cooperative, established in 2023, currently operates in the rental of off-road vehicles. We wish to benefit from grant programs and take further steps in the passenger and cargo transportation sector with our cooperative members. We are seeking detailed information about the grant program and how we can benefit from it.

Answer 9 and 10: Please note that in the interest of equal treatment of applicants, the Contracting Authority does not give a prior opinion on the eligibility of a lead applicant, a co-applicant, an action or specific activities (Please read the Guidelines of Grant Applicants carefully).

Question 11: I am the founder an Agriculture and Rural Development Cooperative in Şanlıurfa. I would like to submit grant proposal. Which sectors are supported under this grant programme?

Question 12: Since the project call period is written as 6-8 months, will there be any problem in writing perennial medicinal plants? Would it be more appropriate to choose annual plants?

Answer 11 and 12: Please note that in the interest of equal treatment of applicants, the Contracting Authority does not give a prior opinion on the eligibility of a lead applicant, a co-applicant, an action or specific activities (Please see section 2.1.3. Eligible actions: actions for which an application may be made of the Guidelines of Grant Applicants).

Question 13: We are planning to collaborate with a cooperative located in the earthquake-affected region and develop a joint project. We have a few questions regarding this matter:

- a) Can a cooperative in Hatay established in 29.08.2023 be co-applicant?
- b) Would it be possible the number of jobs created by the co-applicant at the end of the project can be higher from the lead applicant? For example, can 6 people be employed by the co-applicant and 2 by the coordinator?

Answer 13:

- a) According to section 2.1.1. Eligibility of Applicants (Lead Applicant and Co-Applicant(s)) in the Guidelines for Applicants, co-applicants must satisfy the eligibility criteria as applicable to the lead applicant itself, which means co-applicants must be legally established before 15.08.2023 and registered as a cooperative or union(s) of cooperatives yet they do not necessarily need to be registered in the same province as the lead applicant; however, they should be registered in one of the targeted provinces: Adana, Ankara, Bursa, Gaziantep, Hatay, İstanbul, İzmir, Kayseri, Konya, Mersin and Şanlıurfa.
- b) Please note that the total cost of human resources should not be lower than the 25% of the total eligible direct costs, therefore the distribution in number of employees between the lead applicant and the co-applicant does not hold particular importance.

Question 14: Our cooperative is working alongside Syrian citizens under temporary protection for agricultural production and harvesting. To prevent spoilage of our harvested products, we store a large portion of them in our cold storage facilities. We are planning to purchase a battery-powered forklift and meet its energy requirements through the solar panels installed on the roof of our facility. Is the purchase of such a machine considered an eligible expense under the project budget?

Answer 14: Please note that in the interest of equal treatment of applicants, the Contracting Authority does not give a prior opinion on the eligibility of a lead applicant, a co-applicant, an action or specific activities (Please see section 2.1.4 Eligibility of costs: costs that can be included).

Question 15: Can public institutions participate in the project as stakeholders/associates?

Answer 15: According to section 2.1.2. associates and contractors, other organisations or individuals may be involved in the action planned for the project. Such associates play a real role

in the action but may not receive funding from the grant. Associates do not have to meet the eligibility criteria referred to in Section 2.1.1.

Budget and Eligibility of Costs

Question 16: Can staff costs be allocated for individuals currently working in the cooperative who will be the project coordinators? For example, can two individuals currently employed at the cooperative be budgeted as Project Manager and project staff at a 20% part-time rate?

Answer 16: There is no obstacle to budgeting human resources expenses for individuals currently working in the cooperative who will be the project staff in terms of the grant call. However, regarding the goal of "creating new employment opportunities", individuals already employed by the cooperative will not be counted; only the employment that occurs after the project begins will be considered valid towards the targeted numbers and indicators.

Question 17:

- a) Can only the cooperative serve as the co-financer, or can companies also be involved in co-financing?
- b) How much salary can be paid to a project coordinator?

Answer 17:

- a) The balance (i.e. the difference between the total cost of the action and the amount requested from the contracting authority) must be financed from sources other than ICMPD and the European Union. The conditions of co-financing shall be written in detail both in budget form and the application form. Please see section "1.3. Financial allocation provided by the contracting authority".

Please also note that according to section 2.1.1. Eligibility of Applicants (Lead Applicant and Co-Applicant(s)) in the Guidelines for Applicants, in order to be eligible for the grant, the lead applicant must be legally registered as a cooperative or union(s) of cooperatives.

- b) When determining the salaries of employees, the professional qualifications and experience required for the position and market conditions should be taken into account. Clarifications and justifications must be clearly stated in the application regarding salaries. Contracting authority may request revisions during the contracting phase if it seems necessary and relevant.

Application Process

Question 18: How will we submit our application? Can you provide the link?

Answer 18: Please visit the website for the information about application procedures to the grant programs: <https://www.icmpd.org/work-with-us/grants/calls-for-proposals>

You can submit your application by following the link: <https://intendhost.co.uk/icmpd/asp/Tenders/Appraisal>

You can review "how to guideline" to learn more about making registration to intend platform from following link: [ICMPD Electronic Tendering Site - Buyer Profiles \(in-tendhost.co.uk\)](#)

Question 19: Do we need to upload the project application document to the system by 31.10.2024?

Answer 19: The deadline for the grant application is October 31, 2024, at 17:00 (local Vienna time).

General Issues

Question 20: How can we access to the presentation made in the information meeting?

Answer 20: Please visit the links below to access to the presentation and recording of information meeting:

Presentation (under the Documents tab): <https://enhancerproject.com/istihdam-yaratma-odakli-kooperatif-hibe-programi-3-hibe-cagrisi/>

Recording of information meeting: https://www.youtube.com/watch?v=XVB7hvj1F_4

Question 21: Under this grant scheme, it is stated that cooperatives/union(s) of cooperatives are expected to create a total of 120-155 new jobs (employees or members) of which 60% shall be SuTPs and 40% shall be LHC members. Is this the total number of employees expected to be employed by all awarded cooperatives, or is it the expected number of employees for each cooperative?

Answer 21: **The overall objective** of this call for proposals is to increase the job creation efforts of relevant local stakeholders in Adana, Ankara, Bursa, Gaziantep, Hatay, Izmir, Istanbul, Kayseri, Konya, Mersin and Şanlıurfa through grants. **The specific objective** of this call for proposals is to contribute to well-established, promising cooperatives / union(s) of cooperatives in targeted provinces to grow and thereby generate sustainable employment for SuTPs and LHC members. Under this grant scheme, the target of 60% Syrians under temporary protection and 40% of local host communities are the overall target of this grant program. Please see the Scoring Table under section 2.3.8 of the Guidelines for Grant Applicants.

Question 22: In the scoring criteria, will the characteristics of both the lead applicant and the co-applicant be considered? For instance, is the question "Does the applicant have more than 80% female members?" also apply to the co-applicant?

Answer 22: The evaluation of the mentioned question will be done considering both the lead applicant and the co-applicant together. Based on the Guidelines for the Applicants, where it is not specified otherwise the lead applicant, and its co-applicant(s) are jointly referred as 'applicant(s)'.