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Strengthening TVET Provider Practice (STPP)

Small Grants III Launch

Questions and Answers File

Q.1 When the legal entity submits an application with other partner legal entity, does the partner legal entity require one year activity period since funding?

A.1 Under the STPP III round requirements all legal partners submitting an application have to meet the requirement of minimum 1-year prior existence as legal entity, i.e. each and every one of the applying entities should have been established and registered before 11th April 2017.

Q.2 Is it possible to buy such material resource in frames of project, which are directly connected to the goals to be achieved by project?

A.2 Material resources are not eligible cost for covering from the grant funding. Such cost can be covered within a cost-sharing arrangement.

Q.3 Is having a web-site a must?

A.3 Establishing a web-site is not an obligatory activity under STPP III Round RfP. However, PR, public communication, raising the attractiveness and public awareness of TVET are prioritized under the STPP III round and applicants have to demonstrate and describe their approach and type of activities relating to this.

Q.4 Our NGO implements coloring of fabrics with natural dyes. Mentioned profession belongs to the VET field and accordingly, in the frame of a project we would like to create a VET course based on Silk Factory Museum. Please, write to us, if there is a possibility for us to participate in STPP III Round?

A.4 In response to your question, please note that the organizations' and project's eligibility criteria are described in 3.1, 3.2, 3.3 and 5 sections of the STPP III Round RfP. We are not entitled to respond to very specific questions as the assessment of the submitted proposals is in the prerogatives of an independent Technical Evaluation Panel (TEP), who check, score and rank proposals as per the eligibility requirements, grant scheme priorities and evaluation grid criteria stipulated in the RfP.

Q.5 How is the taxation process (profit cost, VET, income taxes, etc.) if we get money from Fund in case of LTD status? Please indicate legal norms for each payment.

A.5 All applicable taxation is relevant since the contracts signed with winners of the STPP III Round competition are service contracts (income tax, VAT, profit tax, etc.). VAT has to be included in the proposed budget and is reimbursable for organizations registered as VAT payers. PEM Consult will be organizing the detailed orientation meeting with all winners and further consultation and assistance will be provided to all grantees during the implementation process, however, it is the responsibility of the project implementing entity to meet all obligations relating to taxation.



Q.6 Is it obligatory, that an applicant should be non-profit? Is it obligatory for LTD to spend all the money granted by fund?

A.6 Please, refer to section 3.1 of the STPP III Round RfP - Limited liability Company is eligible entity to apply for a grant under STPP III Round as long as it meets the other eligibility requirements, for instance, minimum one year in operation, i.e. legally established by 11 April 2017.

Q.7 Is it possible for LTD to indicate self-service into the project from the allowed service list for market price?

A.7 All activities and expenses needed to implement the project must be clearly described and listed, including the services by the lead applicant and/or partners in case of applying partnership.

Q.8 Is your organization responsible for finding students or are students directed towards your organization if a project is awarded a grant?

A.8 The purpose of the STPP III Round grants is to support development of good practices, which will often (though not always) be developed or piloted in the course of delivering a learning program. Implementation of the project, including any student recruitment for participation in project-related activities, is the responsibility of the grantee. As the grant manager, PEM Consult does not get directly involved in the implementation of grantee's projects. Please read the terms and conditions set out in the RfP carefully including the sections on eligible and ineligible costs. They are set out on our website at <http://iswd.ge/eng/page/12>. The documentation is available in English and Georgian language versions.

Q.9 Is it possible for you to specify the vendor?

A.9 PEM Consult provides induction training and technical assistance to contracted projects and organizations, including procurement operations. It is a responsibility of the grantees to carry out tender procedures in accordance with MCA-G's requirements and conclude contracts with vendors.

Q.10 Is it obligatory, that a partner should be educational institution, or is it possible to collaborate with any organization?

A.10 There is no formal obligation for a partner under the STPP III Round to be an educational institution. The RfP requirement is to have the good practice embedded into a TVET providing institution before the end of the project. How this will be achieved is a responsibility of the applicant.

Q.11 Is there any restriction, or will international expert be an advantage?

A.11 There is no formal restriction about the choice of experts. The involvement of international expertise is one of the qualifying requirements for applying for a grant above US \$10,000.

Q.12 Is buying equipment still an ineligible cost, in case if project implementer will contribute in part of technic and if technical equipment cost will be small part of total cost?

A.12 Grant funds cannot be used to cover the costs for the purchase of equipment or furniture. Please, see Section 4 of the RfP.



Q13: On STPP II Round, we presented the project that did not win. Is it possible to present the same project in III Round with some changes?

A13: Applicants who were not financed in the STPP II Round can apply again. However, the STPP III Round RfP has been modified in Section 3.2 whereby some of the priorities have been updated. Thus applicants should consider updating their proposals as needed in accordance with the STPP III Round terms.

Q14: Are expenses on authorization eligible cost?

A14: Such expenses are eligible cost.

Q15: Can I find a CV form on the web-site? Should it be on both languages, or is it enough in English?

A15: For the STPP, applicants can use their own CV templates. CVs have to be provided in English and Georgian versions.

Q16: Partnership letter should be in Georgian? Or should we translate it?

A16: Partnership letters may be submitted in Georgian. They have to be translated in case the project is selected for financing.