



## LOCAL INITIATIVES FUND 2025

### Frequently Asked Questions (FAQs)

#### ❖ Characteristics of the call

This call consists of two phases. In the first, an expression of interest must be submitted with summarized project details. The embassies will select a group of projects to advance to Phase 2, where a complete and detailed project and budget presentation will be required.

#### ❖ Important dates

- ¿What is the application deadline?

The application deadline is February 13, 2025, at 11:30 PM (Argentina time).

- ¿When will the projects advancing to Phase 2 be announced?

Around March 17, 2025, applicants will be notified of their application status via email, sent to the email address used for registration. Coordinators will contact only those organizations whose projects advance to Phase 2 by phone.

- ¿How much time will be available to prepare the Phase 2 form?

The exact date will be communicated to those who advance to Phase 2, but it is estimated to be between 10 and 15 days from the date of notification.

- ¿When will the final selection of winners be announced?

The coordinators will communicate the evaluation committee's decision in early May 2025.

#### ❖ Participation criteria

- ¿What types of organizations can participate?

The following entities are eligible:

- ❖ Local non-governmental, community-based, and non-profit organizations
- ❖ Academic institutions working on local projects
- ❖ International, intergovernmental, multilateral, and regional institutions, organizations, and agencies engaged in local development activities in Argentina and/or Paraguay
- ❖ Canadian non-governmental and non-profit organizations working on local development activities in Argentina and/or Paraguay

- ¿Are certain types of organizations prioritized?

Most funds are allocated to local civil society organizations (including NGOs) and other institutions working at the community level. Projects involving collaboration between different types of organizations and stakeholders are also valued.

- ¿Is RACI membership required to participate? For which countries is the call open?

RACI membership is not required. Organizations formally registered with legal status in Argentina or Paraguay may participate.

- ¿Can organizations without legal status participate?

Organizations without legal status may participate as part of a project but cannot act as its representative. The project must be submitted by an organization with legal status and a institutional bank account..

- ¿Is there a minimum operational period for organizations to apply?

No. The only participation requirements are:

1. Having legal status in Argentina or Paraguay.
2. Owning a bank account in the organization's name.

- ¿Is a bank account in the organization's name necessary?

Yes, it is essential.

- ¿How strict is the project timeline? Can projects of shorter/longer duration apply?

Projects must have a maximum duration of 12 months. Shorter projects are acceptable.

Exceptionally, longer projects may be approved depending on their characteristics.

- ¿What characteristics should projects have?

Projects should achieve tangible and lasting results aligned with one of the Fund's thematic priorities.

Innovative and high-impact solutions are particularly valued.

- ¿What themes must the project address?

Projects can address one or more of the following themes, but only one primary theme must be indicated in the form:

- Gender equity and empowerment of women and girls
- Inclusive governance, focusing on diversity and the rule of law
- Democracy
- Protection and promotion of human rights, including those of Indigenous peoples, youth, and LGBTQI+ individuals
- Human dignity: health, education, and nutrition
- Inclusive growth, emphasizing women's economic rights, access to decent jobs and entrepreneurship, investment in the poorest and most vulnerable, and preservation of economic gains
- Environment and climate action, focusing on adaptation, mitigation, and water management

- ¿Is there a minimum or maximum number of people involved?

No minimum or maximum is specified

- ¿Can two organizations submit a joint project?

Yes, but only one organization may submit the application. The responsible organization, which will sign the contract if selected, must have legal status.

- ¿Are certain geographic regions prioritized?

No. Projects from any region will be evaluated equally.

- ¿Can an organization from Argentina or Paraguay submit a project covering both countries?

Yes, a local civil organization from Argentina or Paraguay can partner with another local organization from the other eligible country, provided it complies with the thematic priorities, budget, and timelines.

- ¿Is a contribution required from the organization to receive funding?

No, but projects with contributions (including in-kind) from the implementing organization are valued. Selected projects will be required to submit two progress reports.

- ¿What is the maximum funding amount per project?

The approximate maximum per project is USD 25,000 or its equivalent in local currency.

#### ❖ **Presentation of the Proposal:**

- ¿What does it mean that the call has two phases?

The call process is divided into two stages. In the first, a concept note must be completed, briefly detailing the project's objective, activities, and expected results. After a verification process by the RACI team and a selection by the 3 embassies, pre-selected organizations will be notified via email and proceed to Phase 2, where they must complete the Expanded Application Form.

- ¿Can I apply directly to the second phase – Expanded Application Form?

No, only pre-selected organizations may continue to the second phase of the application process.

- ¿How do I submit the project application?

Interested organizations must create a user profile under the organization's name on the following platform: <https://fondoiniciativaslocales.vform.io/>. Once registered, they can access the application form. Note that only one person per organization may register.

- ¿Can the application be submitted from a personal email account, or must it come from the official foundation/association account?

While it is suggested to send the application from an official organizational account, it can also be submitted from a personal email account.

- ¿Do supporting documents for the organization need to be included in the application?

These documents are not required in Phase 1. However, if your organization is pre-selected, you will be asked to present documents demonstrating the organization's legal status in one of the eligible countries (e.g., incorporation acts, bylaws, authorities, etc.).

- ¿Can one organization submit two projects?

No, only one project per organization will be accepted.

#### ❖ **Budget Presentation:**

- ¿How should the project budget be presented in the application form?

In the preliminary proposal form, the total project cost must be presented in U.S. dollars (USD) as requested in the form. Additionally, a detailed activity budget must be completed in a specific budget document, as exemplified in the provided template.

- ¿Can honorary fees be included?

Only fees directly related to the project will be funded.

- What capital expenses are eligible for funding?

Eligible capital expenses include those related to leasing and/or constructing infrastructure and must be justified by the project's objectives.

- ¿Can equipment purchases, including computers, be included?

Purchasing operational equipment such as computers may be a fundable cost if it directly benefits the project's beneficiaries. The purchase must be necessary to achieve project objectives, offer good value for money, and include a maintenance plan to ensure durability and exclusive use by beneficiaries. Equipment retained for the organization's operational use without direct benefit to final beneficiaries will not be funded.

- ¿Can seed capital be included?

Microcredits or seed capital will not be funded.

- ¿Can bank fees be included?

Bank commissions directly related to the project may be included as costs.

- ¿Can payments for virtual platforms (e.g., Zoom) be included?

Payments for virtual platforms may be included as long as they are exclusively for project execution and limited to the project's duration.

- ¿Can external consultancies be included?

External consultancy costs may be included, provided they do not exceed 20% of the requested funding.

- ¿Can the salary of the project leader be included?

The salary of project leaders can be included as an expense, provided it reflects compensation from the implementing organization for time dedicated to the project. The funding does not cover recurring operational costs of the organization.

❖ **Activities, Beneficiaries, and Gender-Based Analysis:**

- ¿Can beneficiaries participate in project execution?

Yes, projects co-developed with beneficiary communities are encouraged.

- ¿Does a Gender-Based Analysis need to be presented in Phase 1?

No, the Phase 1 form does not require a Gender-Based Analysis. However, the project design must include it, as it will be required in detail during Phase 2.

❖ **Specific Questions About “Form. 01 – Concept Note”**

- ¿Where can I submit my application?

Interested organizations must create a user profile under the organization’s name on this portal:

<https://fondoiniciativaslocales.vform.io/>.

- ¿In what language should the form be completed?

The form is available in Spanish and English on the platform. Users must create their profile in the language in which they wish to complete the form. For those applying in French, the form can be requested at [fondoiniciativaslocales@raci.org.ar](mailto:fondoiniciativaslocales@raci.org.ar)

- ¿What if my organization’s address differs from the project location?

This is not an issue. Section A (Organization Information) requires the organization’s address, while Section B (Project Information) requires the project’s location.

- ¿How will I know if my application was received correctly?

After submitting the application, you will receive a confirmation message.

❖ **Consultation Channels and Materials:**

- ¿Is there a phone line for inquiries?

All inquiries can be made through the question space on the platform.

- ¿Is there an email for inquiries?

For questions not answered in the informational documents, you can contact

[fondoiniciativaslocales@raci.org.ar](mailto:fondoiniciativaslocales@raci.org.ar). Questions already addressed in these documents will not be answered.

❖ **After the Call Closes:**

- ¿What happens next?

¿When will selected projects be announced?

The timeline is as follows:

- **Stage 1 - Submission of Concept Notes:** January/February 2025

The call for concept notes will be open from Monday, **January 13, 2025, until Thursday, February 13, 2025, at 11:30 PM (Argentina time).**

- **Initial Selection: March 2025**

RACI team will review received concept notes to ensure compliance with terms and conditions. An evaluation committee will pre-select projects. By March 17, all participants will be notified of their application status via the email address registered on the platform. Local coordinators will contact pre-selected projects by phone and provide further process information.