

QUESTIONS AND ANSWERS

IN RESPONSE TO THE REQUEST FOR APPLICATIONS (RFA) FOR

The Role of Good Accounting in Access to Finance

1. Do we have to educate the members of general entrepreneurial associations only, or can also include associations of accountants, consultants, transportation companies, or any other specialized associations?

The targets of the education program are small and medium enterprises (SMEs) and associations of SMEs. Business development organizations (BDOs), associations of BDOs and other service providers, such as consultancy, auditing, accountants, are not the intended target group of the education.

2. Can we, if grant is approved, organize a round table discussion with members of few associations as one event, if the number of participants does not exceed 30 persons limit?

Yes, as long as their members, who will attend the round tables, are the owners of SMEs.

3. Are we allowed (if we grant is approved) to accept co-funding from another source (financial or in kind), with the requirement that the institution (or more institutions) providing additional funding, later on have their logo on some promotional materials?

Yes, co-funding is acceptable. Furthermore, it is highly encouraged on grants under the USAID BEP, and this element is considered when evaluating the cost effectiveness of applications. Co-funding institutions may have their logo on promotional materials, subject to USAID branding guidelines and USAID BEP's guidance.

4. Since we are a newly established organization that has grown from LEDA project run by other organizations and since we have members who have vast experience and competences, can we document organizational competence by documenting competences of persons who are going to form a project team?

According to the requirements of the RFA, lead applicants are eligible provided that they had been operating for at least three years. They have to document that by submitting financial reports for the previous 3 years (You can find this requirement Under Part 4 – Annexes in Full grant application form). A partner of a lead applicant, or other consortium members need not provide such proofs. The expertise of the experts that consortium members may provide (based on CVs), and the track record of organization(s) in questions, will be assessed in the framework of the application's evaluation.

Please see the evaluation criteria in RFA under Staffing/Management Plan – max 25 points, and Relevant Past Experience and Performance – max 20 points.

5. What is the anticipated period of duration of the action? (in RFA p.1, the mentioned period is 12 months, whereas on p.5, the period is 8 months).

The anticipated duration of the grant is 12 months.

6. Should the training target group of 20 to 30 SMEs be divided into groups (10 or 15 participants)?

As specified in RFA under Grant activities, point 2, one training should be organized for 20-30 participants as one group at one of the selected location, and this workshop should be filmed and used for further video production. It is up to Applicant to propose and evaluate the cost effectiveness of the activity if more is offered.

7. Is it expected that the training sessions should be in different locations in Serbia (e.g. two training sessions for two groups of 15 participants)?

If the question refers to point 5, under Grant activities, i.e. roundtables, and not trainings, they should be organized in six towns across Serbia proposed by an applicant, for 15-30 participants each.

8. What is the anticipated duration of training (e.g. one-day session, two-day session or more)?

The Applicant should plan for one-day training sessions. However, if the applicant/grantee believes that content, logistics, or availability of participants may require a different time or duration of the training, it is up to the Applicant to propose and evaluate the cost effectiveness of the activity (including the filming of training).

9. Is it accepted to provide previous training materials for any finance topic realized for SMEs/bankers?

Previous training materials can be a basis for training materials for this program, but all materials relating to this RFA should be tailored according to the requirements of the RFA and needs of the target group.

10. What is the anticipated form of a short draft video training script to be provided with the application (e.g. word format, ppt format)?

Applicant may provide the draft script in a word or pdf document.

11. Is the previous and arranged future cooperation with Chambers of Commerce a satisfying proof of national coverage and ability to recruit business associations even if there's no official consortium and the applicant intends to apply as a single applicant?

It is highly appreciated if an Applicant provides a written proof of commitment of future cooperation on sustainability of educational efforts. This can be done in the form of Agreement on Cooperation, Memorandum of Understanding, Letter of Commitment, or any other similar document.

12. What is the anticipated maximum day fee/monthly fee for experts and other team members?

It is up to the Applicant to propose the costs for the project team.