Frequently Asked Questions (FAQs)

IMPORTANT NOTICE: It is a <u>requirement</u> that applicants refer to and keenly read the SUB-GRANT MANUAL (SGM) guidelines before making their applications. The manual contains all the information and guidelines pertaining to this call for proposals. The manual is available at www.kalro.org. This FAQs platform is meant to clarify issues that might not be clear in the Manual.

1. **What type of activities can be supported by the sub-grant?**
   Examples include;
   - ✓ Mobilisation and awareness creation among stakeholder and beneficiaries
   - ✓ Capacity building of beneficiaries (e.g. on husbandry and business skills) to enhance adoption and commercialization of the technologies
   - ✓ Expand production, utilization and value addition of the new technologies
   - ✓ Develop and implement a sustainable market-led system or model for commercialization of the technologies
   - ✓ Job creation along selected value chains
   - ✓ Undertake monitoring, evaluation and impact assessment of the action
   - ✓ Document lessons learnt and make recommendations for sustainability and growth

2. **What are the expected outputs from the sub-grant?**
   Examples include;
   - ✓ No of farmers reached by the project
   - ✓ No. of farmers reached by the project (disaggregated by gender) adopt new technologies
   - ✓ No. of farmers (disaggregated by gender) linked to markets and deriving economic benefits
   - ✓ No. of farmers and value chain actors linked and derive services from financial institutions
   - ✓ Yield increase in target crop and livestock value chains
   - ✓ Increase in marketed share of production in target value chains
   - ✓ Increase in number of people employed in target value chains
   - ✓ Increase in types of jobs (diversity) created in target value chains
   - ✓ No. of innovation platform established and operating for each of the target value chains
   - ✓ Increase in number of farmers in targeted value chains accessing and using production inputs (e.g. breeding stock, seeds, fertilizer etc.)
   - ✓ No. of farmers and other stakeholders receiving capacity building/training on new technologies and business development along target value chains
   - ✓ No of farmers participating in exchange learning tours and number of tours conducted for each target value chain

3. **What is the financial allocation per Lot?**
   - ✓ EUR 60,000 Max
   - ✓ EUR 30,000 Min

4. **Where will the project be implemented?**
   - ✓ The project will be implemented nationally in 45 counties with exception of Nairobi and Mombasa

5. **Who is eligible to apply for the Sub-grant?**

- ✓ A legal person or an entity without legal personality or a natural person and ✓ Non-profitmaking and
- ✓ A specific type of organisation such as: non-governmental organisation (NGO), Faith Based Organization (FBO), public sector operator such as, a cooperative society, farmer association, Common Interest group (CIG), Community based Organization(CBO), international (inter-governmental) organisation

- ✓ Be duly incorporated/ registered in Kenya and operating under the applicable Kenya law;

- ✓ Be compliant with all national and local laws and regulations including but not limited to tax regulation, health and safety and environmental standards;

6. **What can lead to disqualification in participation of the call?**
   - ✓ Bankruptcy
   - ✓ Non-remittance of statutory deductions
   - ✓ Grave professional Misconduct
   - ✓ Fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of selection criteria or in the performance of a contract;
   - ✓ Entering into agreement with other economic operators with the aim of distorting competition for this call for proposal;
   - ✓ Attempting to influence the decision-making process of the Sub Granting Authority during the award process;
   - ✓ Attempting to obtain confidential information that may confer upon it undue advantages in the award process;

7. **Can the Applicant offer financial support to third parties?**
   - ✓ NO. Under this call, financial support to third parties is not considered essential to achieve the objective of the action

8. **Are Sub-grant required to carry out visibility of the project?**
   - ✓ YES. The applicants must take all necessary steps to publicise the fact that the European Union has financed or co-financed the action.

9. **Who will bear the cost of Visibility?**
   - ✓ The Sub-grant will bear the cost of Visibility. They should be well articulated in the Budget in terms of branding and promotional material e.g t-shirts

10. **How many applications can I submit for the call?**
    As many as possible but as long they are for different lots. But only a maximum of three subgrants will be awarded.

11. **Can I submit more than one application in a given Lot?**
    - ✓ No. A maximum of one application is allowed for each applicant per lot.

12. **Can a lead applicant be a co-applicant or affiliate in another application?** ✓ Yes, but not in another application of the same lot at the same time.

13. **Can a co-applicant/affiliated be the co-applicant or affiliated entity in more than one application per lot under this call for proposals?**
    - ✓ NO

14. **Can a co-applicant/affiliated be awarded more than one grant per lot under this call for proposals?**
    - ✓ NO

15. **What are the eligible costs for this call?**
    - ✓ Direct costs. The direct costs include Human Resources, Travel, Furniture, Equipment, Supplies and Services.
    - ✓ Contingency reserve. The budget may include a contingency reserve not exceeding 5 % of the estimated direct eligible costs.
    - ✓ Eligible indirect costs. The indirect costs incurred in carrying out the action may be eligible for flat-rate funding, but the total must not exceed 7 % of the estimated total eligible direct costs
    - ✓ Contributions in kind. Contributions in kind mean the provision of goods or services to beneficiaries or affiliated entities free of charge by a third party e.g. Volunteer work

16. **What are the ineligible cost for this call?**
    - ✓ debts and debt service charges (interest);
    - ✓ provisions for losses or potential future liabilities;
    - ✓ costs declared by the beneficiary(ies) and financed by another action or work programme receiving a European Union (including through EDF) grant;
    - ✓ purchases of land or buildings
    - ✓ currency exchange losses;
    - ✓ credit to third parties
    - ✓ salary costs of the personnel of national administrations

17. **How do I apply?**
    Download and fill the following documents from www.kalro.org website
    - ✓ ANNEX A1 Concept note
    - ✓ ANNEX A2 Full application form
    - ✓ ANNEX B Budget form
    - ✓ ANNEX C Logic framework
    - ✓ ANNEX F Organization data form

    NOTE: instructions on how to fill ANNEX A1 and ANNEX A2 is well outlined the annexes.

18. **What documents am I supposed to send in order to be considered for this call?** ✓
    The complete application form (ANNEX A1: concept note and ANNEX A2: full application), budget (ANNEX B), logical framework (ANNEX C) and organization data form (ANNEX F) ✓ The documents must each consist of one original and 3 copies in A4 size, each bound.
    - ✓ The same documents must be supplied in electronic format (CD-ROM as separate files but in a single folder). The electronic file must contain exactly the same application as the paper version enclosed
    - ✓ The checklist (Section 6 of ANNEX A2 of the grant application form) and the declaration by the lead applicant (Section 5 of ANNEX A2 of the grant application form) must be stapled separately and enclosed in the envelope.

19. **Will the Concept note and Full application be sent together?**
    - ✓ YES.

20. **Can an applicant with more than one application send them as one document?**
    - ✓ NO. Where a lead applicant sends several different applications each one has to be sent separately

21. **What should be written on the Outer envelope?**
    - ✓ Reference number and the title of the call for proposals,
    - ✓ The title and number of the lot

✓ the full name and address of the lead applicant, and the words

✓ "Not to be opened before the opening session"

22. How can I send the application?

Applications must be submitted in a sealed envelope by

✓ registered mail,

✓ private courier service or

✓ by hand-delivery (a signed and dated certificate of receipt will be given to the deliverer

23. What if I send via other means e.g. fax or email? ✓ The application will be automatically rejected.

24. What is the deadline for submitting the application?

✓ 20th September 2019 by 5:00 p.m. (EAT) If late, the application will not be accepted.

25. How will the evaluation process be carried out?

Evaluation will be done in three stages as follows:

✓ STEP 1 - Opening and administrative check and Concept note evaluation

✓ STEP 2 – Evaluation of the full application

✓ STEP 3 - Eligibility verification, decision and notification

26. What is in administrative check?

The table below indicates the List of all the administrative checks that will be evaluated at the concept note level. If an information will be missing, the whole application will be rejected.

Has the deadline been met?
Does the outer envelope bears the reference number and the title of the call for proposals?
Does the outer envelope bear the title and number of the lot?
Does the outer envelope bear the full name and address of the lead applicant?
Does the outer envelope bear the words "Not to be opened before the opening session?"
Does the application have one original and 3 copies in A4 size, each bound (A1 and A2 forms completed)?
Is the document is written in English?
Are there more than one application per lot?

Have all the relevant documents been submitted?

- ✓ ANNEX A1: concept note
- ✓ ANNEX A2: full application,
- ✓ Budget (ANNEX B), logical framework (ANNEX C)
- ✓ Organization data form (ANNEX F)
- ✓ CD-ROM as separate files but in a single folder.
- ✓ The checklist (Section 6 of ANNEX A2 of the grant application form)
- ✓ The declaration by the lead applicant (Section 5 of ANNEX A2 of the grant application form)

Does the electronic file contain exactly the same application documents as the paper version enclosed?

Is the checklist (Section 6 of ANNEX A2) and the declaration (Section 5 of ANNEX A2) by the lead applicant stapled separately and enclosed in the envelope?

Is Application submitted in a sealed envelope either by;

- ✓ Registered mail
- ✓ Private courier service or ✓ Hand-delivery?

Is the application Addressed to Director General, Kenya Agricultural and Livestock Research Organization, Kaptagat Rd, Room 115, P.O Box 57811-00200 NAIROBI

27. **Is there a right to appeal on the decision for award or not?** NO. The decision of the evaluation committee will be FINAL.

28. **What other documents will I need to have before final award?**

Certificate of Incorporation/ Registration certificate
Valid Certificate of tax compliance
Current valid certificate of compliance of remittance for social security
3 years Audited accounts of the lead applicant
Other Structural link support document e.g. MoU, Membership Certificate etc
Articles of association, statutes for applicants
Legal entity sheet (see Annex D of these guidelines) duly completed and signed by each of the applicants (i.e. by the lead applicant and (if any) by each co-applicant), accompanied by the justifying documents requested there
Financial Identification form ANNEX E
Entities without legal personality must, to the extent possible, submit the documentation listed above. In addition, a letter must be provided by the legal representative certifying his/her capacity to undertake legal obligations on behalf of the entity.

29. What are the target counties for upscaling for each technology Lot?

The target counties are given in section 2.1.4 of the Subgrant manual guidelines. The action must take place in one or more of the following counties depending on the business case that will be made:

Lot No	Title of the Lot	Possible counties	Possible number of grants

1	Disseminate four new high nutrient rich and high yielding bean varieties (Angaza, Metameta, Nyota and Faida)	Makueni, Nyeri, Nakuru, Kisumu, Siaya, Bungoma, Kakamega, Nakuru, Taita, Bomet, TransNzoia	5
2	Disseminate three new high yielding green gram varieties namely (Ndengu Tosha, Biashara and Karembo)	Makueni, Machakos, Kitui and Tharaka	2
3	Disseminate two new grain amaranth varieties(TerereSmart and KATGOLD	Makueni, Kitui, Murang'a, Kiambu, Homabay, Kisii, Migori and Nyamira.	3
4	Disseminate a new white sorghum variety (KM 32 -1)	Makueni, Machakos, Kitui, Tharaka Nithi, Nakuru (Naivasha),	4

		for food and with high malting quality	Laikipia, Bungoma, Kakamega, Kisumu, Homabay, Bomet, Siaya	
5	Disseminate five new cowpea varieties (Kunde Tumaini, Kunde Tamu, Faulu, Kunde Soko and Kat-Kunde) resistant to parasitic weeds.	Makueni, Kitui, Embu (Mbeere), Machakos, Nakuru, Baringo, Kilifi, Taita Taveta and Kakamega	2
6	Disseminate integrated Pest Management (IPM) technologies for control of fruit fly and seed weevil in mangoes	Kitui, Tharaka Nithi, Embu, Kwale, Makueni, Machakos	3

7	Disseminating integrated Management technologies for control of pests and disease losses in Avocados.	Murang'a, Kiambu, Embu, Meru, Kisii, Nyamira, TransNzoia, Bomet, Kakamega, and Vihiga	3
8	Disseminating improved Cashewnut production and management technologies	Kilifi, Kwale, Lamu and Mombasa	1
9	Disseminating improved fish rearing technologies	Busia, Kisumu, Homabay, Siaya, Nyeri, Murang'a, Kakamega, Vihiga, Migori, Kirinyaga, Kilifi, Kwale	3
10	Disseminate small ruminant technologies	Marsabit, Isiolo, Garissa, Mandera, Turkana, Wajir, West Pokot, Baringo, Elgeyo Marakwet, Samburu, Kajiado, Narok	5
11	Disseminate grass ecotypes for pasture production, range reseeding and rehabilitation of degraded rangeland	Kajiado; Makueni, Narok, Taita Taveta, Machakos, Baringo	3
12	Disseminating improved camel management and production technologies	Marsabit, Isiolo, Garissa, Mandera, Turkana and Wajir, West Pokot, Baringo and Elgeyo Marakwet	4

| 13 | Up-scaling Kalro improved indigenous chicken | Coast region (Mombasa, Kwale, Kilifi, Tana River, Lamu, Taita Taveta); Mount Kenya (Nyandarua, Nyeri, Laikipia); Kiambu / Nairobi (Nairobi, Kiambu, Murang'a; South rift(Kericho, Bomet); Nyanza (Migori, Homa bay, Kisumu, Siaya, Kisii, Nyamira; North Rift(TransNzoia, Nandi, Uasin Gishu, Elgeyo Marakwet, West Pokot); Western(Kakamega, Vihiga, Bungoma, Busia); Upper Eastern (Embu, Meru, Tharaka Nithi); Lower Eastern Kenya (Machakos, Makueni, Kitui) | 12 |

The applicant must state in which county (ies) and sites where are targeting to upscale the technology

30. **If not selected, Can I apply next time?**

    YES. When the next call is made.

31. **If an entity applies for funding in two different Lots, do they get to also to submit a different budget for each lot or it supposed to be one amalgamated budget?**

    If an applicant submits applications for 2 or more Lots then they should submit different budgets for each lot.

32. **When applying for any Lot for a project to be carried in two counties, is that treated as one application or its two applications? What is the implication on the final amount requested?**
    You cannot get more money for operating in more than one county in the same Lot. However, Applicants whose application covers wider geographical area (several counties) per lot have a higher chance of winning.

33. **Can a combined application be made of two projects in different Lots? For example, Poultry and Fish farming as a combined project? If yes, does the budgetary limits apply to such a proposal?**
    A lead applicant may submit several applications for different Lots. However a maximum of three grants may be awarded. A combined application from two or more Lots is not allowed.

34. **Is the application online based?**
    Application is NOT online. Refer question No. 17 and 18 In the FAQ available on www.kalro.org website. Applications must be submitted in soft copy and hard copies as prescribed in the Call for Proposals (CfP) advert and sub-grant manual which can be downloaded from KALRO WEBSITE. .

35. **Are Nairobi and Mombasa Counties eligible for this call?** NO. They are not eligible under this call.

36. **Is there any forum for dissemination of the call to potential applicants**
    The call for proposals have been advertised through Daily Nation newspaper, social media, and KALRO Website. Information sessions will be held at:
    KALRO Headquarters NAIROBI - Thursday 29/08/2019
    KALRO Mtwapa - Monday 26/08/2019
    KALRO Naivasha- Fri 30/08/2019
    KALRO Kakamega Monday 26/08/2019
    All the sessions start at 8.30am. Kindly register through the KALRO website

		Question	**Answer**
37.		a). Have you done market surveys for the value chains of focus b). Do we need to provide budget for technology package? What does the technical package include? c) Will you provide training materials specific to value chains of focus in this call d). Will you provide bulking materials (seeds / breeding stock or do we need to budget how much is the cost	a. No, this could be an activity for the Sub grantees b) Yes, a budget for the technology packages should be provided. Technology packages are on website in form of manuals, leaflets etc. c) You will develop training materials from the dissemination packages available on the website. d) Seed will be provided at a cost. The cost will depend on the technology that you will be upscaling. You will need to budget for this.
38.		Just wanted to confirm that the amount of money is a minimum of 3 million for a minimum of two years.	Yes
39		Can one apply for two lots in one proposal?	NO
40		Sending the application package in CD ROM has challenges because some newer laptop computers do not have CD ports. Can we send the application as folders in Thumb drive or just e-mail?	Flash disk yes but not through email
41		Just wondering if yams can be added in to the lot of value chain for funding because they is a big demand for yams and an	For this call, yams are not eligible to upscale

		assured market in the cities and central province and beyond. The demand is so big and the varieties seem to be less.	
42	If our main project budget is way much higher than the stipulated maximum are we still eligible to apply if we can match the difference?	Yes, but the difference should not be more than 50% of the total eligible costs of the action.
43	Can you provide us with opportunities to connect with potential collaborators in writing specific proposals	Yes you can get in touch with project coordination unit to facilitate networking
44	Are we allowed to make a theory of change as instead of logical frame ?	No. A logical framework is mandatory
45	What does the upscaling potential for the existing projects? Where do we put in the log frame / at what point?	Keenly review the instructions in annex A1 and A2. The information you need is provided therein.
46	Will KALRO provide improved seeds or kunde and beans or it should be included in the budget?	Acquisition of seeds should be included in the budget.
47	a). Can we have cost for training of staff in technology transfer. b). Can we have lost acquiring and software like SPSS or Quick budget c). Can we have cost a revolving fund aimed at giving credit to farmers d). Is leasing of land for demonstration eligible	a). Yes, this is to be done within inception meeting sensitization of stakeholders / staff. b). There is provision of equipment c) it is not eligible under this call d). leasing is eligible but have to be justified
48	a). Putting presentation in emails? b). Expected project outcomes to be part of the proposal?	a). No b). It is mandatory to have clear outcomes in the proposal write-up.
49	Are there targets of excepted beneficiaries for every lot e.g. what is the target No. of farmers to be reached in upscaling cashew nut	Yes. There is expected number of beneficiaries who should be reached in the technologies. Your proposal should indicate a realistic

		technologies in the 3 counties of cost province?	number that will be reached by the technologies.
59		Why is the cashew and mango value chain in the coast covering a very limited county? There is need to cover Tana River for mango value chains and ruminants.	The project has only identified possible counties, applications can be done to upscale in other counties with a clear justification
60		a). Can we have cost for training of staff in technology transfer? b). Can we have cost for acquiring software like SPSS or Quick books? c). Can we have cost a revolving fund aimed at giving credit to farmers? d). Is leasing of land for demonstration eligible?	a). Yes. b). Yes c). NO d). Yes
61		a). Expected project outcomes to be part of the proposal?	a). Is mandatory in the proposal write-up.
62		Are there targets of excepted beneficiaries for every lot e.g. what is the target No. of farmers to be reached in upscaling cashew nut technologies in the 3 counties of cost province?	Yes. There is expected number of beneficiaries who should be reached in the technologies. Your proposal should indicate a realistic number that will be reached by the technologies.
63		Why is the cashew and mango value chain in the coast covering a very limited county? There is need to cover Tana River for mango value chains and ruminants.	Tana River can be covered for Mango and small ruminants if a clear justification in the proposal.
64		What is the percentage of Administrative cost visa viz Activity cost. Is there a specific % allocated for administrative cost and activity cost ?	There is no percentage allocated for administration cost. Budget preparation is open. However as a guide, the HR cost should not exceed 25% of the total eligible cost of the Action.

65		The implication of doing more than one value chain, will it add to the marks or deduct.	No. Each application will be evaluated independently.
66		Can acvocado production be included in Laikipia county and Nyandarua county?	Justification have to be made if applications are done for upscaling in these counties.
67		a) Can Laikipia county be include on upscaling of pasture Lot? B) Can we have contact people in charge of different lots to support partners on technical advices especially on extension materials.	a) Yes as ;long as a proper justification is made b) Yes the project coordination unit can network you with technology developers
68		a). How can we contact the technology developer in camel and other value chains? b). Include laikipia in hay grass, small ruminant and in camel value chain. c). Can county governments be lead agents d). Must you have a co –applicant?	a). Technology developer can always be contacted I their respective centers. Get in touch with Project coordination unit and we shall network you with relevant technology developer. b). County government can only be associates c). No, it is not a must to have co-applicant
69		a). Can KALRO be involved in capacity building on the various value chains technologies they have developed. (That is they can be co – applicant?) b). Laikipia county has been left out on the following chains – Hay / Grass _ sheep and goats - Camel milk	a). Applicants should budget for capacity building and can draw the experts from KALRO. KALRO cannot be a co –applicant as it is the contracting authority. However KALRO can be an Associate in the Action. b). Applications can be done for upscaling in Laikipia county with clear justification.
70		CBO are registered therefore legal. Why do they require a letter from the advocate or…	The eligibility criteria is clear. Refer to the subgrant manual guidelines.

71.	a). Elgeyo marakwet county (Kenya south sub county) i.e. known for mango production similar. Eco zones as those of makueni – for their reason it is appropriate for a consideration b). Do you have component of capacity building for the buildup of the technologies and knowledge gate.	a). Application can be made for upscaling in Elgeyo Marakwet subject to clear justification. b) . Applicants are to prepare their budgets and should cater for their activities including capacity building
73.	The table showing grant weights and possible counties to benefit. Is it easily accessible on KALRO website?	Yes. All the documents are available online through KALRO website.
74.	Can Narok county be included in the improved chicken value chain?	Yes it can be included but with justification.
75.	Samburu County is an ASAL county but indigenous chicken is an upcoming business mostly been embraced by most vulnerable groups lime women and youth. Recently caritas maralal took a group of selected women to Makueni for exposure visit and after the visit the groups in Samburu are now embracing the concept and throughout this programme can help us inspire thus in Samburu.	Application can be made in Samburu county wit clear justification.
76.	a) Is there need to write / do two proposals in case of two complimentary lots? b) I thought it could add more weight and value for money doing one proposal compiling the two activities. What do you think?	a). Yes, an organization can submit two proposals in different lots. b). Proposals should be prepared per lot independently since they will be evaluate independently
77.	Since always all of these values chain affects the working of caritas kitale. what is the most viable maximum number of value chain can be intervened by an implementing partner?	Applicants can make as many applications as possible but only 3 grants can be awarded in different lots.

78	What is the maximum number of co applicants can each application have?	As many as may be justifiably needed to implement the Action
79	`The farmers keeping fish for environmental purposes e.g. gold fish , how would this handled because it does not contribute directly to food security but can be sold for cash .	The ornamental fish value chain is not eligible under this call.
80	Is one organization allowed to apply different lots?	Yes, an organization can apply for several different Lots
81	a). In the guidelines Mombasa and Nairobi counties are excluded but are included in list 13. Please clarify their eligibility. b).If a county is not included in the list does it make it ineligible	a). Nairobi and Mombasa are not eligible under their call b). If a county is not included in the list of possible counties and the technology can do well in the county, application can be made with a justification
82	a). Can the budget cater for interpretation / PWD assistance e.g. guides or pushers?	a). Yes. It should be included in the budget and be justified.
83	Are the grants applicants allowed to concentrate the proposed project in one sub county or whole county.	Applicants should work on the areas where they can make an impact either at sub-county, county level or at inter-county level.
84	Can one make application on areas of interest of KALRO like upscaling of potato tissue culture cutting for seed availability to farmers which seem not covered in the 13 lots of	No. Application can only be made on the technologies and lots that have been identified.

		application. Others are like upscaling of drought tolerant maize for Africa.	
	85	a) For the lot of 1 to 5, which seeds varieties are ready on the market? i.e. have been licensed and commercialized? Do agro dealers have them in stock? b) Can you clarify the number of possible grants per lot? The numbers in your presentation add up to 50 but you said only 25 sub grants would be available for the first round?	a) The seed are available in various seed outlet and applicants can get more information from KALRO Centers where the technologies were developed. b) Please check the CfP advert and the subgrant manual guidelines on the website for clarification.
	86	Can you combine lots in one proposal? Example a proposal with Chicken , goats an camels in Mandera.	No. Proposals should be done separately for different lots.
	87.	For production and value addition for the same value chain E.g. Avocado can a proposal be drawn to cover both or are two proposals necessary for the same lot.	The proposal should be one and include the value chain from production to value addition if possible.
	88.	Is the funding for the project / grant alongside the value chains / lots mainly going to be for only production or also value addition?	Funding will be along the value chain i.e. from production to value addition.
	89.	a). Are the 500,000 beneficiaries a target for the 13 lots or we should reach 500,000 in each lot? b). How old are the technologies? c). Do we need to budget for revalidation of the technologies?	a). 500,000 is the target beneficiaries for the 13 lots b). The technologies are up to date. c). No, you do not need to budget for revalidation of the technologies.
	90.	Do we have baseline data to enable partners to measure the realization of stated indicators?	Partners should review literature and other secondary sources (e.g. county reports, GOK reports, own information etc.) for baseline data for them to write credible and winning proposals. However AgriFI Kenya CS APP will validate this data through baseline surveys with participation of the Subgrantees.

91.	Given that the maximum contribution is 90 % of the cost, does this mean this 90% can be equal to the maximum grant of 60,000 and that 10% contribution can be made above the amount.	Euro 60,000 is equivalent to 100% financing. However, an applicant can make a contribution over and above this amount as long as the contribution is not more than 50% of the total eligible cost.
62.	Parts of Kajiado are having farmers engaged in crops – could it be considered for crops/ chicken.	Yes... as long as a clear justification is made.
93.	a), Shall we be able to know the quantities of seed availability for distribution in order to support in the plan on mobilization. b). Shall proposals be based on per lot or multiple	a). Seeds are available. Get in touch with the respective KALRO center for more information on availability of seed. b). One can do as many applications as possible as long as there are for different lots.
94.	Disseminating improved fish rearing technologies, can a proposal come from a county that is not mentioned for the sub grants? Like Nakuru.	Yes. The project has only indicated the possible counties where the technologies can be upscalled but not limited to them. However justification should be done during application
95.	a). Would like to know why Kirinyaga county has been left out in most of things. b). Can farmers apply to grow tomatoes as they do very well in Kirinyaga.	a) Applicants can apply to upscale in Kirinyaga county as long as the is clear justification and the value chains (lots) being upscaled there make business sense. b) Unfortunately tomatoes is not one of the technologies that can be upscalled under this call.
96.	a). In mobilization and awareness creation amongst stake holders, it is imperative to involve the county government staff. Do we budget for them or will the project fund them separately? b). in building capacity of beneficiaries it is important to build capacity of local extension staff but they expect	a). You should budget for all those that you intend to involve in the action. Costs of county government staff are eligible under per diems and travel allowances. They cannot be paid salary. b) It should be clearly indicated in the budget, the allowances that they will be given.

		allowances, do we budget for them as well	
97		Is it possible to allocate a percentage to the HR vote that instead of leaving it open ended? May grants provide guide i.e. 15% 25% 30%	The guiding principle is that the HR cost should not exceed 25% of the total eligible cost of the action.
98		Do you have a timeline as a schedule of activities of what is going to happen after submitting applications? E.g. When is reviewing of proposals going to end , when are results going to be shared , when are funds going to be availed to start the project.	Yes, the timeline outlined in the sub grant manual guidelines available on KALRO website.
99.		Do you have consultant partners that you have already brought on board or not or you don't have the provision of it in your project.	Applicants have to choose their own partners. However, KALRO has experts in various fields who can be consulted regularly for their service. KALRO is eligible in the associate category as potential partner.
100.		a). Is the sub grant payable in Euros or Kenya shillings? b). If in Kenya shillings, then exchange rate issue is evicted to avoid under or overstatement of budget or exchange rate losses.	a). The sub grant will be paid in Kenyan shillings. b). Participants are required to prepare their budget in Euro. Disbursement will be done at the exchange rate prevailing at the time of receiving funds from the Donor.
101		a). Is the expected co – funding only in cash or in – kind is also acceptable or both? b). Can one organization apply for different counties in the same lot- will this be treated as one or more than one award?	a). Co-funding can be done in both ways provided it does not exceed 50% of eligible cost. b). Yes, one organization can apply for upscaling in different counties in one lot. Such an application will be treated as one award.
102		a). What if your lot of application doesn't fall in your located possible county. b). It's like eligible head applicant contributing towards the grant or are there any financial institutions	a) Applications have to indicate the possible county for upscaling. The action can be implemented in a county (ies) other than the one where you are located.

		doing so ? when you say the grant is a maximum of 90 %	b) You can have other co-applicants or affiliates contributing to the project.
	103	Can an individual person qualify to apply as a lead applicant a work with co –applicants which are institutions. Eligibility of lead applicants indicated as legal person, does an individual; consultant qualify?	Refer to the subgrants manual guidelines for the eligibility criteria for applicants
	104	a). Lot 1 of value chains please clarify sources of basic seed for Angaza b). If seed production is accepted for grant on Lot 1 is it possible to allow implementation (production) in that may have instruction for seed production.	a) The seeds are available in various seed outlet (East Africa seed company for *Angaza*, *Faida* and Metameta; KALRO seed Unit and Bubayi seed company for *Nyota* and *Metameta*). Sub grantees will required to contact Mr. David Karanja of KALRO Katumani offices for more information on sources of seed. b) Activities that enhance accessibility and availability of seed to farmers are eligible.
	105	a). How will county officials get involved. b). Let there be a committee to approve the proposals and if they find the budget is low or high just call the owner and show him /her the mistakes to correct but don't let it to fail.(Just a comment)	a) The sub grantees should have actions that promote involvement of County government in their projects. b) After full proposal evaluation and preselection there will be negotiation before award to rationalize the budgets, refine the proposals and logical frame work

NOTE: For any other Query, Question or clarification please write to KALROCSAPP@kalro.org. Answers will be provided on this FAQ document, therefore, it will be necessary to keep checking on updates on the document via www.kalro.org website.