

**Livelihoods and Food Security Trust Fund (LIFT)**  
**Uplands Programme**  
**Call for Concept Notes**  
**Questions and Answer from the Uplands Q & A Seminar**  
**13 July 2015**

---

**Contents**

Livelihoods and Food Security Trust Fund (LIFT) .....	1
Uplands Programme .....	1
Call for Concept Notes .....	1
Questions and Answer from the Uplands Q & A Seminar: 13 July 2015 .....	1
Conflict areas .....	2
Project targeting and approach .....	2
Theory of Change .....	3
Join Submissions, LNGOs and INGOs, private sector .....	3
Call procedures and requirements .....	4
Budget .....	4

## Conflict areas

### 1. *What is LIFT's position on working in areas which affected by conflict or at risk of returning to conflict?*

Many areas across Myanmar's uplands are emerging from conflict. Some remain in conflict. The probability of reoccurring violence in some places is high. LIFT and some of its implementation partners have experience already on working in conflict affected communities. Some of the 15 past LIFT projects in the Uplands had project implementation interrupted at different times by outbreaks of conflict.

LIFT is aware of the risks and calls for conflict sensitive, flexible, and realistic planning by applicants to the Upland's Call. At the time the concept notes are submitted, LIFT will consider the feasibility of the project proposal against the current political situation.

### 2. *Displaced people are a target population of the Uplands Programme. How do the humanitarian principles and the IDP guidelines relate to programme interventions?*

The return or relocation of displaced people is led and supported by state and humanitarian actors. LIFT is concerned with supporting livelihoods and food security once displaced people have returned to their villages or settled in their host communities. The aim is to support the transition to viable long term livelihoods. LIFT will also support receiving communities to manage the influx of new villagers, to expand the village services and facilitate the new comers' integration.

## Project targeting and approach

### 3. *Should an applicant submit different concept notes if the components and geographic location differ substantially? For example, if one applicant proposes to work with productive communities in Chin as well as with displaced people in Kachin?*

If the components and geographic location differ substantially, then the applicant should submit separate concept notes. If the proposed project addresses similar components in different geographic focus areas, LIFT will consider one concept note only.

### 4. *Is there scope to go beyond the stated activities under the nutrition component?*

In principle yes, but given the Upland's allocation there will be limitations on how many interventions can be supported. Applicants can argue for further interventions if they see an exceptional or specific need for their proposed target population and location.

### 5. *Are some components, such as nutrition and pro-poor policy advocacy, mandatory to be included in all concept notes?*

Concept notes may address one or more of the listed components in the Call for Concept Notes. However, if a concept note is not directly addressing nutrition, then the applicant should clearly state how its other interventions are nutrition sensitive and thereby make a contribution to improved nutrition. Equally, each concept note needs to outline how policy relevant project learning is fostered and presented to the right audience to contribute to LIFT's wider effort to influence pro-poor policy and public expenditure..

6. *Can a concept note include interventions on financial inclusion (FI) as there has been already a separate call on FI?*

The majority of financial inclusion interventions will be met by dedicated financial inclusion providers already in the target areas or identified by LIFT's recent FI Call for proposals. The successful applicants were approved at the June Fund Board meeting. LIFT may consider additional work on financial inclusion where the necessary financial services are not available in the target area of a project and it is a necessity for the overall livelihoods and food security purpose of the project.

### **Theory of Change**

7. *Is the submission of a Theory of Change for the concept note sufficient or is it necessary to submit a measurement plan and Evaluation and Learning Plan as well?*

As detailed in the Call for Concept Notes, only a Theory of Change is necessary for concept notes. The Evaluation and Learning Plan, and Measurement framework will follow with the full proposal.

8. *Is there already a regional Uplands programme level Theory of Change (TOC) available?*

The Uplands programme Theory of Change will be finalized once the successful proposals are selected from this Call and their components and outcomes are clear. The LIFT strategy, results framework and Uplands programme framework provide the necessary guidance for elaboration on the change process involved. Each applicant should carefully consult these documents and understand the eight intermediate level outcomes and four purpose level outcomes in determining what their project theory of change should be. Refer also to LIFT's MEAL Framework & Templates for IPs available on the LIFT website.

### **Join Submissions, LNGOs and INGOs, private sector**

9. *Will project consortiums be considered?*

LIFT does not object to the formation of project consortiums or partnerships. Consortiums that bring together relevant experience and expertise can provide value added to design and implementation. However, partnerships and consortiums can also present challenges if the management and administrative procedures of the partner organisations are not sufficiently aligned and there is not clear agreement between them on how the partners will work to a single project leadership. Interested organizations should evaluate carefully whether or not the management and administrative procedures of the proposed organizations allow for an efficient management of the project.

10. *Can local NGOs form a consortium of only local NGOs, without any INGO involvement?*

Yes. LIFT currently works with local NGO consortia and is ready to continue doing so. LIFT wants to create opportunities for LNGOs and hopes that the two stage approach to this Call (concept note and full proposals) will help LNGOs to better formulate their idea and concept. This provides opportunity for LIFT feedback on the selected concept notes to guide the formulation of the full proposal. Local NGOs should consider carefully what expertise and experience they need to ensure effective project design and implementation. It may be that some level of collaboration with an INGO is advantageous.

11. *Does LIFT have rules and regulations on engagement with the private sector?*

Yes, LIFT is in the final stages of completing a set of private sector engagement principles. Once approved by the LIFT Fund Board for publication they will be available on the LIFT website.

## Call procedures and requirements

*12. Do applicants need to be registered organisations?*

No. The LIFT operational guidelines provide guidance on what evidence is necessary to demonstrate that an applicant has the necessary authority to operate in the target areas concerned.

*13. How many concept notes can one organization submit?*

There is no limitation on how many concept notes one applicant can submit. However, the applicant should keep in mind the budget size of this call for concept notes and reflect on the implementation capacity of his/her organization before considering the submission of more than one proposal. Doing so could risk undermining LIFT's assessment of the applicants' overall credibility.

*14. Can upland communities, which geographically fall outside the jurisdiction of upland areas, be integrated into the project? E.g. Chin communities in Magway Division or in the Rakhine State.*

This LIFT call for concept notes is restricted to the designated states and division stated in the call for proposal. However, an applicant could make a case if a project's focus and target communities had close association with down country communities for either social or market reasons. Any such case would be one off and require strong rationale in support of effective project implementation and results.

*15. The remoteness of some upland communities could make the cost per beneficiary high. Does LIFT have limitations on what the cost per beneficiaries can be in this context?*

In order to determine a justifiable cost per beneficiary, applicants should take into consideration the 'Value-for-Money' questions outlined in the Uplands Programme Call for Concept Notes, Annex 2, pg 13.

## Budget

*16. Do the three different target populations of the Uplands programme have earmarked budget allocations from the total programme commitment?*

The only earmarking is a commitment to provide up to USD 25 million to conflict affected areas. This could impact on any one of the three target populations.

*17. Is there a restriction on how much variance is permitted between the budget presented in the concept note and that of the full proposal?*

LIFT does not have such a restriction. It will be necessary for the proposal to provide the necessary justification for its budget. If it varies significantly from that proposed in the concept note there would need to be clear justification and acceptable value for money parameters would need to be met.

*18. Are there budget format requirements for concept notes?*

LIFT only requests a summary budget at sub-heading level for concept notes. See operational guidelines for information on the budget sub-headings.

*19. What is LIFT's indirect cost?*

As per LIFT Operational Guidelines the maximum indirect costs allowed are 6%. LIFT expects indirect costs to be fully shared with all project partners and sub-partners.