

## Questions received

**Question:**

Is there any template or explanation what the actual application should look like – e.g. number of pages, headings, format etc.?

**Answer:**

Regarding templates the only requirement is that you fill out the budget form where relevant, that is attached to the announcement on Keyportalur.

**Question:**

It says that “Coordination with NordGen on their work on crop-wild relatives is required” does this mean that they should preferably be partners in an application or is it more that through coordination make sure that knowledge and synergies are taking into account for both NordGen and the NBS synthesis project?

**Answer:**

The coordination with NordGen is to make sure that knowledge and synergies are taking into account for both NordGen and the Nature-Based Solution synthesis project. It is not expected that they should be partners in the application.

**Question:**

Is it possible to get access to some earlier application that is official and was successful?

**Answer:**

As this is a new program, unfortunately, we do not have any previous applications.

**Question:**

Is there an option for non-Nordic countries to lead/be involved in the call?

**Answer:**

Yes it is possible for non-Nordic countries to lead/be involved in the call. As long as there is co-operation with the Nordic countries, and the focus is on nature-based solution in these countries, there is nothing to prevent a non-Nordic country to lead the project.

**Question:**

Would there be an opportunity to receive the reports and synthesis about Nature-based Solutions so we can see what work has already taken place?

**Answer:**

Here are some reports about nature-based solutions, that might be useful::

UNCCD (2017): [GLO\\_Full\\_Report\\_low\\_res.pdf \(unccd.int\)](https://www.unccd.int/sites/default/files/2017/05/GLO_Full_Report_low_res.pdf)

IPBES (2019): [Global Assessment Report on Biodiversity and Ecosystem Services | IPBES](https://www.ipbes.org/global-assessment-report)

IPCC (2019): [SRCCL-Full-Report-Compiled-191128.pdf \(ipcc.ch\)](https://www.ipcc.ch/site/assets/uploads/2019/08/SRCCL-Full-Report-Compiled-191128.pdf)

**Question:**

Regarding budgets – is there a general description of the rules regarding economy for the project (e.g. types of costs that are eligible, rules regarding subcontracting etc)

**Answer:**

We do not engage in subcontracting. You will find the requirements regarding economy for the project in the budget template, that goes with the call. And you will find general information regarding NCM-projects, including financial statements and audit, here: <https://www.norden.org/no/information/om-stotte-fra-nordisk-ministerrad>

**Question:**

Is there a programme reference group also decided for the NBS programme at the NCM level – the call text seems to imply this?

**Answer:**

There is a steering group and a reference group for the NBS programme.

**Question:**

Is says in the call text: "The Nordic project coordinator also coordinates the project's communication plan."  
Is that a communication plan that we will develop in this project (in this case then me being project coordinator) or will there be a communication plan for the NBS programme?

**Answer:**

It is a communication plan, that you will develop in the project. In addition there is also a communication plan for the programme in general.

**Question:**

Can a Department from a University apply for this bid?

**Answer:**

Universities are welcome to apply.

**Question:**

Do you have any guidelines for the project description in terms of structure, page limit or required content? Also, in the budget file there is a comment to see the instructions for post 3. External evaluation, post 6. Auditing and post 8. Overheads, but I am not sure which instructions are being referred to. Could you tell me where I can find them?

Finally, I wanted to double check that the deadline to send the application is the 10<sup>th</sup> of May, and to ask how the submission is to be done? Should the application be submitted to you via email or in some other way?

**Answer:**

You might find inspiration on this page, where you also will find instructions regarding your budget:

<https://www.norden.org/no/information/om-stotte-fra-nordisk-ministerrad>

The deadline has been postponed to the 10<sup>th</sup> of May, and you submit your application via email.

**Question:**

- 1) The financial framework excludes VAT. Does it mean that VAT is not paid by the project?
- 2) I did not find any guidelines for the proposal. Is there any form or the format and length of the proposal is free to be decided by the applicant?

**Answer:**

1. VAT is not paid by the project. Since there are different rules applicable to VAT in the different countries, we find it easiest, that the project contractor finds out for himself, which rules apply in the contracting country.
2. You will find guidelines for the proposal here: <https://www.norden.org/en/information/about-funding-nordic-council-ministers>

**Question:**

Is a project consortium required, or the applicant can just mention its network without involving other official partners in the proposal?

**Answer:**

There are no requirements for this, but if the steering group sees, that the collaboration is well organized, it will be included in the overall assessment.

**Question:**

Bank Verification Letter – is this something we need to submit with the application? We have received funding from the Nordic Council before so I guess that should be ok? Or submit this info if funded? It says 50% of the assessment is based on offered price – trying to figure out how that works? As there is a fixed? funding of 2.7 mDKK or is it assumed that there could be bidders going lower than that sum? How is this part of the assessment otherwise reviewed?

**Answer:**

It is not necessary to attach a Bank Verification Letter to the application. However, it may be necessary later if a contract is to be made with you. It is unfortunately not possible to reuse a previously submitted Bank Verification Letter.

Regarding the price, it is true that it weighs 50 % in the assessment. It is possible to place an offer that is below the 2.7 million, but a budget must also be attached, and it will be included in the overall assessment. It is important to be realistic about the price.

In addition to the price, understanding on the assignment, competence and experience is also assessed.

**Question:**

One budgetary question that came up was OH.

- No OH allowed
- Some OH allowed (maximum %?)
- Actual OH cost allowed

**Answer:**

In principle OH costs should not be included in the budget. Only according to agreement and to a limited extent funds can be allocated to cover for OH.

**Question:**

Is a project description with the offer expected?

**Answer:**

Yes we need a project description. Inspiration for this can be found here:

<https://www.norden.org/en/information/about-funding-nordic-council-ministers>

**Question:**

Who do you want to carry out the project? Should one possess special knowledge in the field of nature-based solutions?

**Answer:**

The one, who carries out such a project, will typically be a university, a research institution or a consulting firm. It is not necessary to possess special knowledge in the field as long as you have the resources to gather the relevant knowledge and co-ordinate the project. That being said competence and experience including experience in implementation of nature-based solutions and/or good contacts within this field of knowledge are preferable and weigh 25 % in the overall assessment.

These are absolute requirements that must be met in order to proceed in the tendering process.

- The supplier must be a legally established company (company certificate required) and have experience in carrying out projects.
- The supplier should have experience from similar projects of relevance.
- The supplier should have sufficient execution capacity.

In addition the assessment will be based on a holistic evaluation in which the offers are assessed based on the following objective criteria:

- 1) understanding on the assignment 25%
- 2) competence and experience including experience in implementation of nature-based solutions and / or good contacts within this field of knowledge are preferable 25%
- 3) offered price 50%

**Question:**

As I understand it, there are no other documents that you require besides the project proposal, the budget and a company certificate, however, we were wondering if you would prefer to have CVs for the key contributors in the project, or whether it is sufficient to describe our expertise within the proposal?

**Answer:**

It is sufficient to describe your expertise within the proposal.

**Question:**

Regarding the deadline for the synthesis of implementation of nature-based solutions – I have a question about the deadline. According the website, deadline is 10<sup>th</sup> of May, at noon, 12 o'clock. Is that Scandinavian/central European time zone?

**Answer:**

I can see that Norden.org and Keyportal.fo have different deadlines.  
Thank you for letting me know. I will change the deadline on Norden.org.  
The deadline is 10<sup>th</sup> of May at 23.59 GMT – Faroese time.

**Question:**

We are little bit confused about the time schedule of the project. Is it the start date is 30 June or 31 July? It says 31 June in the call which is confusing.

**Answer:**

The start date is 30 June.