



Nabni Building for Peace Facility (B4PF)

Syria Call for Concept Notes (CfCN)

(Q&A)

This document serves as a resource for applicants. Nabni – Building for Peace Facility (B4PF) will compile and answer frequently asked questions (FAQs) submitted through the eCFP system in this Q&A document. The Q&A will be updated twice weekly, every Monday and Thursday on the Nabni Website: <https://www.nabni-facility.org/>

- **Week (1) 29 June – 3 July 2025**

Q1. Nabni requests that Consortium Lead Applicants provide organisational annual turnover figures in EUR for 2022, 2023 and 2024, but our official audit reports are in a different currency (for example, USD or others). Please advise which exchange rate should be used to provide the most accurate information when completing the Organisational Questionnaires for Nabni.

A: You can use the official European Central Bank foreign exchange rate used on the date of your annual audit report. Historical Euro exchange rates can be obtained via <https://www.ecb.europa.eu/>

Q2. Nabni requires organisational information for Consortium Lead and Sub Applicants that refers to the past three years of operations. However, our organisation(s) has only obtained a registration in Syria since December 2024. We wish to apply through our newly registered entity(ies) in Syria but our organisational experience of the past three years is related to the affiliated entity(ies) previously registered abroad. Can we include our current organisational information along with our organisational experience of our previously registered affiliated entity(ies)? Will this be accepted by Nabni?

A: We will highlight two elements here:

- As stated in the CfCN: Nabni acknowledges the significant and evolving legal and operational changes in the Syrian context since December 2024. We recognise these developments have required adaptations by some Syrian civil society actors in their legal status (e.g. registration) and operational modalities. Organisations for whom this is applicable have the chance to provide further information in their Concept Notes. Our due diligence process will evaluate the operational setup against relevant legal and compliance requirements.
- Our Core Information and Organisational Questionnaires (Annex II in the CfCN document – to be answered on the e-CFP when submitting the Concept Note) allow applicants to submit their answers based on: (1) The legal entity under which the application is being submitted and (2) For organisations newly registered in Syria: the current legal entity or, where applicable, under the entity through which your documented past experience was obtained, including any registration abroad.

Q3. Can Lead Applicant submit a Concept Note for governorate 1 while sub applicant submit Concept Note for Governorate 2?

A: As per the Syria Call for Concept Notes, CFCN/SY/25/01, “Each Concept Note should be focused on a maximum of one Governorate.”: the Consortium Lead Applicant and Sub-Applicant must share the Concept Note as one consortium. In other words, a Concept Note submitted by one Consortium focused on two different Governorates will be ineligible.

Q4. Can Lead Applicant and sub applicant submit Concept Note for Governorate1 but in three different locations?

A: As per the Syria Call for Concept Notes, CFCN/SY/25/01, "Each Concept Note should be focused on a maximum of one Governorate." Consortium members are free to choose location(s) of implementation within that one Governorate.

Q5. Can Lead and the sub-grantee/s apply in the same location but for different types of activities?

A: Consortium Lead Applicants and Sub-Applicant(s) are free to divide the set of activities they each want to implement in the selected location, in a way that demonstrates complementarity and integration of activities. However, as per the Syria Call for Concept Notes, CFCN/SY/25/01: "for contractual reasons, the infrastructure component of the projects (where relevant) will be fully managed by the Consortium Lead Grantee. Consortium Sub-Grantee organisations are expected to co-implement components of the project which may include different non-infrastructure activities, such as livelihood, dialogue, facilitation, etc."

Q6. Is it allowed for any civil society organization to apply for this call without a partnership with NABNI?

A: Applicants don't need to have a partnership or any pre-existing relationship with the Nabni Facility to be eligible to apply. This CfCN, CFCN/SY/25/001, is open to Syrian non-profit organisations; including those operating as diaspora-based non-profit organisations; or operating as cross-border non-profit organisations. Please refer to the CfCN Eligibility Criteria for further details.

Q7. Are international organisations operating in Syria through local partners are eligible to apply?

A: "International organisations" are not eligible to apply for this CfCN, CFCN/SY/25/001. This CfCN is open to Syrian non-profit organisations; organisations operating as diaspora-based non-profit organisations; or organisations operating as cross-border non-profit organisations. Please refer to the CfCN Eligibility Criteria for further details.

- **Week (2) 6-10 July 2025**

Q8. I'm interested in attending the information online session but couldn't find the meetings links.

A: To find the meeting links for the Virtual Orientation Sessions, please: Download the CFCN package; navigate to the Call for Concept Notes document (CFP/CFCN-SY-25-001/files/CFCN_1_Syria_CFCN_EN & AR Final.pdf); go to page 4 under the section “Virtual Orientation Sessions” to find information on the date, the time and the hyperlinks.

Q9. Our NGO is registered in both Türkiye and Syria, we would like to kindly inquire whether we are eligible to submit a Concept Note for both countries under this call? Or if the application should be limited to only one country, and what is the best approach to apply for Syria or Türkiye?

A: As stated in CFCN/SY/25/001, this is a Call for Concept Notes for project ideas to be implemented in the Syrian Arab Republic only.

Q10. Is the grant amount (1.5–1.7 million EUR) allocated per governorate (e.g., Homs alone) or shared across the entire Lot (Aleppo, Hama, Homs, Idlib)?

A: As per CFCN/SY/25/001, “One grant is expected to be awarded under each Lot”; “The minimum and maximum amounts per grant are 1.5–1.7 million EUR”. This means that the indicative grant amount is allocated per the whole Lot. As a reminder, each Concept Note should be focused on a maximum of one Governorate within one Lot.

Q11. Can the Lead Applicant freely choose its Sub-Applicant, or will Nabni provide a list of suggested partners?

A: The Consortium Lead Applicant is free to choose its partners to be Consortium Sub-Applicants. A maximum of two Consortium Sub-Applicants is allowed per Concept Note.

Q12. Are pages 1, 2, and 17 – which are basically the cover page and instructions related to the concept note and budget—counted within the 15 pages, or should we delete them?

A: We kindly ask applicants not to delete any pages. There are word limits which are clearly indicated per sub-section of the Concept Note template. There is no “page limit” per se: as stated in the Concept Note Template: “*Please note that the Facility reserves the right to stop reviewing the Concept Note after 15 pages (excluding Project References).*” The Facility Reserves the right to stop reviewing Concept Notes after 15 pages, starting from Section 1 to Section 3.

Q13. Does 15-page limit include the budget (Section 3)?

A: Kindly refer to the Answer to Question 12. Section 3, Budget, is included.

Q14. Does 15-page limit include the project references (Section 4)?

A: Kindly refer to the Answer to Question 12. Project References, as mentioned in the Concept Note Template, are excluded.

Q15. Does 15-page limit include the Background Information section, even though it is mentioned that this section will not be scored?

A: Kindly refer to the Answer to Question 12. The Background Information Section is excluded.

Q16. Some questions are marked with the condition "if applicable." Can we delete them if they are not applicable?

A: We kindly ask applicants not to delete any questions. If questions are not applicable to you, please write "N/A" or "Not Applicable" in the answer field.

Q17. Our organisation is facing a problem with the registration form. When we enter the core information on the first page, an error appears (Core Information - Please select individual or consortium). This item does not exist. Could you please check this problem?

A: As per the Syria Call for Concept Notes (CFCN), all technical issues related to the e-CFP system should be communicated to Nabni's technical support team. If you are facing an error on the registration form, please share a description of the issue along with a screenshot (if possible) by email to: ecfp.technicalissue@nabni-facility.org ; this is the designated channel to raise any technical issues related to the e-CFP system.

Q18. What is a diaspora-based non-profit organisations and a cross-border non-profit organisations? What is the definition?

A: A diaspora-based non-profit organisation refers to an organisation that is registered outside of Syria but operates with a clear link to the Syrian context in terms of mission, governance and operational footprint. These are often founded or managed by members of the Syrian diaspora. Cross-border non-profit organisations are organisations that may be (or have been) registered outside Syria but are specifically focused on implementing projects within Syria, often from neighbouring countries. Both operate with a localised mission, are Syrian-led or Syria-focused, and maintain direct programmatic engagement inside Syria.

Q19. Could the lead NGO receive less than a ⅓ of the Grant and restrict its work to administering the funds?

A: No. As per the CFCN, the Consortium Lead Applicant must actively participate in project implementation and is contractually required to fully manage the infrastructure component of the project (where relevant). The role of the Lead Applicant cannot be limited to fund administration. The Consortium Lead is expected to play a central role in delivery and oversight of the overall project, in addition to meeting all minimum eligibility and grant management standards.

Q20. Can you advise on the workload regarding the 6-month co-design phase? We know there will be a local peace and conflict analysis conducted jointly but is there any indication regarding what type of human and other resources we need to allocate for this phase? What are costs to be included? Assessment costs? Only in Syria, or also in the diaspora?

A: The 6-month Co-Design phase will be the beginning of the implementation, with field activities and programmatic and operational preparations culminating in the full project design. The workload and costs will be related to field assessments (especially the Local Peace and Conflict Analysis and feasibility assessments), relevant staffing from the Consortium members (as needed this may include in diaspora organisation), support costs and overhead costs. However, for the purposes of this CFCN, no details on the budget for the Co-Design Phase will be needed.

Q21. After Action Reviews and other evaluation schemes need to be budgeted and designed by the applicant?

A: Indeed, yes. However, this is a preliminary budget that will be significantly revised during the Co-Design Phase; not many details are needed at this stage.

Q22. Can the lead partner be registered outside Syria? For example, Netherlands or Germany and the sub-grantees be local NGOs in Syria?

A: This is allowed. However, please note that the Consortium Lead must have at least three years of operational experience in Syria. In addition, the Facility's due diligence process with shortlisted Consortia will evaluate the operational setup against relevant legal and compliance requirements as those continue to evolve.

Q23. Are INGOs implementing solely through local partners eligible?

A: No.

Q24. It is mentioned that INGOs are not eligible but cross-border NGOs are. I feel confused. What does this mean?

A: International Non-Governmental Organisations (INGOs), meaning organisations that are internationally based, often with a global mandate and operating in multiple countries, are not eligible to apply under this CFCN. In contrast, cross-border non-profit organisations are eligible. These are organisations that may be (or have been) registered outside Syria but are specifically focused on implementing projects within Syria, often from neighbouring countries. They typically operated with a localised mission, are Syrian-led or Syria-focused, and maintain direct programmatic engagement inside Syria.

Q25. If the NGO is in a grant from BMZ, can they apply for this call also?

A: Yes.

Q26. Can organisations in Northeast Syria participate? Or can a local organisation and a cross-border organisation participate?

A: Organisations in North-East Syria are eligible to apply. Consortia formed by a “cross-border” organisation with a locally based organisation are also eligible.

Q27. Can an applicant be a social enterprise working in a humanitarian context in NW Syria and is planning to register in Syria?

A: As per the Syria Call for Concept Notes, CFCN/SY/25/001, eligible applicants must be non-profit organisations. If the applicant is currently functioning as a social enterprise, it must clearly demonstrate that it operates on a non-profit basis, as well as demonstrate that it meets all the Minimum Eligibility Criteria outlined in Section 6, 7 and 8 of the CFCN.

Q28. The question about international NGOs isn't clear. Can the lead partner be registered in Europe and the two sub grantees in Syria?

A: This is allowed if the organisation is a diaspora-based organisation. However, please note that Consortium Lead must have at least three years of operational experience in Syria. In addition, the Facility's due diligence process with shortlisted Consortia will evaluate the operational setup against relevant legal and compliance requirements as those continue to evolve.

Q29. We are registered with the authorities in NES and in the process of registration in Damascus. Is our organisation eligible?

A: Yes. Registration in NES and with the AANES is eligible under this CFCN for activities in NES. To note: the Facility's due diligence process with shortlisted Consortia will evaluate the operational setup against relevant legal and compliance requirements as those continue to evolve.

Q30. Our organisation has been operating in NES since 2015. When applying for registration in Damascus we had to change the name as there was already another organisation with a similar name. Is there an issue with that?

A: As noted in the CFCN, Nabni acknowledges the significant and evolving legal and operational changes in Syria since December 2024. It is understood that organisations may have had to adjust their legal identity during new registration processes. When completing the Core Information and Organisational Questionnaires on the e-CFP system, please ensure that you clearly indicate: the current legal name of the entity under which the application is being submitted, the organisational history and operational continuity from the earlier entity (including the previous name, if applicable). You may also use the Concept Note narrative to briefly explain this transition to ensure clarity during the eligibility review. The Facility's due diligence process with shortlisted Consortia will evaluate the operational setup against relevant legal and compliance requirements as those continue to evolve.

Q31. For diaspora organisations who were working on human rights but without physical presence in Syria: do you discourage them from applying?

A: Unfortunately, an organisation (diaspora or other) that does not have physical and/or operational presence in Syria is not eligible to apply under this CFCN.

Q32. Should all Consortia members be based in Syria?

A: Because of the complexity of the operational and legal requirements for operations in Syria over the past years, there is no current specific requirement on the "base" of the Consortium members. However, Consortium Lead Applicants and Consortium Sub-Applicants must have had physical and/or operational presence in Syria for the past three years.

Q33. Are newly established organisations eligible?

A: Consortium Lead Applicants and Consortium Sub-Applicants must have had physical and/or operational presence in Syria for the past three years. Newly established organisations with no prior experience in Syria will not be eligible.

Q34. For organisations that did not operate inside Syria before December 8th 2024, but engaged on Syria and with Syrian partners in Syria. Can they apply?

A: No. Consortium Lead Applicants and Consortium Sub-Applicants must have had physical and/or operational presence in Syria for the past three years.

Q35. If the co-applicant does not have previous experience in the proposed location, but another partner in the consortium does, will this be accepted?

A: Consortium Lead Applicants and Consortium Sub-Applicants must have had physical and/or operational presence in Syria for the past three years. At least one of the Consortium members must have had experience in the proposed project location.

Q36. Our organisation has been active in Idleb for over 3 years but now we are registered in Syria and are operating in Damascus; but there is no way that we have been active in Damascus for the past 3 years. Is it OK to apply for Damascus?

A: If you are applying as a Consortium Lead with operational experience in Syria (in this case: Idleb) but not in the proposed project location (in this case: Damascus), you must partner with one or two Consortium Sub-Applicant(s) that have had experience working in Damascus at some time in the last three years.

Q37. In case of a consortium, must all partners have had operational activities in the last 3 years in Syria?

A: Yes, Consortium Lead Applicants and Consortium Sub-Applicants must have had operational activities in Syria in the last three years. Please refer to the detailed Eligibility Criteria in Sections 6, 7 and 8 of the CFCN. As a reminder, Consortia are mandatory with one Lead Applicant and a maximum of two Sub-Applicants.

Q38. You mentioned in the eligibility criteria for the lead applicant that it must annual financial statements of the organisation regularly audited by a certified professional external auditor. Since for the local NGOs this was not always feasible, is there a possibility of relying on a sworn financial auditor?

A: As per the eligibility requirements outlined in Section 6 of the CfCN, Consortium Lead Applicants must have annual financial statements regularly audited by a certified professional external auditor. Organisations unable to meet this criteria will not be considered eligible as Lead or Sub-Applicants.

Q39. We have a financial statement prepared by an external company, but it is not audited. My question is: are we qualified to submit our concept note? Will a concept note be accepted if the organisation isn't audited by an external auditor?

A: No. The CFCN criteria specify that the financial statements must be audited for Lead Applicants and Sub-Applicants.

Q40. What is the difference between main and co applicant?

A: In Nabni's CFCN, the "main applicant" is the Consortium Lead Applicant, which would be the Nabni grant holder and ultimately accountable and responsible for overall management, compliance and for managing the infrastructure component of the project (if applicable). "Co-applicants" refer to the Consortium Sub-Applicants, who co-implement the project under the lead's coordination and contribute to non-infrastructure activities. There can be a maximum of two Sub-Applicants. There are a set of Eligibility Criteria that apply to Consortium Lead Applicants and a slightly different set of criteria, which are less stringent, for Consortium Sub-Applicants.

Q41. Is it allowed to submit a proposal from a single organisation, or is forming a consortium mandatory?

A: Consortia are mandatory. Concept Notes submitted by one individual organisation will be ineligible.

Q42. Can an organisation be the lead in one application and a sub applicant in another?

A: No.

Q43. Evaluation criteria for coalitions: beyond meeting the minimum requirements, how will the strength of coalitions be evaluated? If an existing consortium applies as the lead applicant, without sub-applicants, will this work against the applicant? E.g. are sub-applicants considered a strength for this proposal?

A: Consortia are mandatory, i.e.: Sub-Applicants are not just a strength for the proposal, they are mandatory. Existing Consortia can apply through a Lead Applicant (individual organisation) and a maximum of two Sub-Applicants.

Q44. We are a Coalition of associations. Can we consider one of the members of the coalition as the Lead Applicant and the Coalition as a Sub-Applicant?

A: Yes. In the Concept Note, you will need to clarify the roles, operational modalities and added value of this set up.

Q45. Since Damascus and Rural Damascus are two interlinked Governorates, can we apply for a project idea in both? Is it really possible to focus activities on a single governorate? Or is it OK to include some (perhaps overarching) activities on a cross-governorate basis (according to the areas)?

A: As mentioned in the CFCN Document, “Applications covering specific cross-border geographic areas between Governorates may be considered on a case-by-case basis, with a designated ‘primary’ Governorate as point of reference.”. Please include your rationale and justification in the Concept Note.

Q46. In the lots shared: each lot contains 3 or more governorates, but in the instructions, it says one city should be targeted. Can you make it clear just to confirm it.

A: Each Concept Note should be focused on a maximum of one Governorate (not city) within one geographic Lot (e.g. Aleppo Governorate from Lot number 1).

Q47. Geographic lots versus governorates. The restriction on programming to single governorates, within larger lots, feels counter to the broader goal of peacebuilding and social cohesion. Can you please explain the logic behind this decision?

A: The restriction to a single governorate within larger lots is intended to ensure feasibility and focus. It allows organisations to design interventions that are highly context-specific and feasible with the limited resources available. As mentioned in the CFCN document, however: “Applications covering specific cross-border geographic areas between Governorates may be considered on a case-by-case basis, with a designated ‘primary’ Governorate as point of reference”.

Q48. Can we submit more than one CN with different partners?

A: No. As per the CFCN, “Consortium Lead Applicants are allowed to submit maximum one Concept Note under maximum one Lot.”. Moreover, the Facility strongly encourages Consortium Sub-Applicants to take part in no more than one single Consortium to ensure quality submissions and strong partnerships.

Q49. Can more than one proposal be submitted by the same organisation?

A: No. As per the CFCN, “Consortium Lead Applicants are allowed to submit maximum one Concept Note under maximum one Lot.”. In case of multiple submissions from the same Consortium Lead Applicant, the e-CFP system will only consider the last submission registered on the system.

Q50. Is there a standardized template for submitting the proposal that must be strictly followed?

A: Yes. It is the Concept Note Template provided in the Call for Concept Note package. Please adhere strictly to instructions therein.

Q51. Is the proposal submission limited to the upload link only, or is submission via email also permitted?

A: Submission via email is not permitted. Concept Notes must be submitted through the Nabni Electronic Call for Proposals system (e-CFP). It is not possible to submit your Concept Notes outside the Nabni e-CFP system.

Q52. Can we add annexes with additional information to the CN?

A: No. These will not be considered.

Q53. Are administrative expenses and human resources allowed to be included in the budget?

A: Yes. Please refer to budgeting instructions in Section 3 of the Concept Note Template. As a reminder, this is a preliminary budget that will be significantly revised during the Co-Design Phase.

Q54. Is there any financial contribution from the consortia during the implementation period? Any co-financing/match funding required?

A: This is not required and also not disallowed.

Q55. Are there any restrictions related to the availability of the organisation's bank account? As you may know at the moment there are restrictions preventing us from opening a bank account.

A: Consortium Lead Applicants and Consortium Sub-Applicants must have organisational bank accounts to be eligible for this CFCN. There are no restrictions on the location. Please refer to the Eligibility Criteria in the Call for Concept Notes document for further information.

Q56. Will the Co-Design Phase be budgeted and covered?

A: Yes. As per the CFCN document, Section 11: "A Co-Design Activity Plan and Budget will be discussed, and a Co-Design Accountable Grant Agreement will be signed. During the

Co-Design Phase, a Local Peace and Conflict Analysis (LPCA) will be carried out to inform the detailed project design. This is expected to last 6 months.”

Q57. Will project design change a lot during the Co-Design Phase?

A: This is possible. As stated in the CFCN and as per Nabni’s Grant Allocation Manual, the results of the Local Peace and Conflict Analysis (LPCA), participatory and feasibility assessments during the Co-Design Phase will inform the full design of the project. As such, the initial project idea might be subject to significant changes during the Co-Design Phase.

Q58. The co-design phase will only be with the max 3 selected partner Consortia and not all preselected partners?

A: The Co-Design Phase will take place only with the selected Consortia under this CFCN. Not with all pre-selected.

Q59. Will the Co-Design Phase be led by Nabni?

A: No. The Co-Design Phase will be led by the selected Consortium with input and support from Nabni. “Co”-Design means there will be close collaboration between the Consortium and Nabni on the full project design.

Q60. Will the Co-Design Phase include organisational development activities?

A: It might, depending on need and requests. The Co-Design Phase will also include an in-depth Organisational Capacity Assessment that will inform the Technical Assistance Plan to implement during the full implementation period. Please refer to Nabni’s Website for more information on the Technical Assistance Pillar of the Facility and our Equitable Partnership commitments.

Q61. Will the evaluation of Consortium Lead Applicants and Sub-Applicants be done at the same level?

A: No. As per the CFCN Document Sections 6, 7 and 8 the Eligibility Criteria for Consortium Lead Applicants are more stringent than for Sub-Applicants. On the other hand, the Concept Notes submitted will be evaluated as a whole for the entire Consortium.

Q62. Will we be provided with the questions and answers that will be raised during the virtual information sessions?

A: Yes.

Q63. The recording of the session will be shared with the participants?

A: Yes. It is on Nabni's Website, under Funding Opportunities – Syria. It is also on Nabni's Facebook page.

Q64. Do both virtual information sessions have the same content or are they different?

A: The two sessions will broadly cover the same core information about the CFCN; the content may vary slightly depending on the types of questions submitted on the Q&A. The first session (9 July) is intended to help applicants understand the CFCN and key requirements, while the second session (24 July) may respond to more detailed questions as applicants prepare their submissions. Interested organisations are welcome to attend one or both sessions.

Q65. Will there be an Arabic session?

A: The virtual information sessions will be conducted in English, as all submissions must be completed in English. This ensures that key requirements and questions are addressed using the language of submission. Questions may be asked in Arabic during the virtual information sessions.

Q66. We are working with non-registered groups from marginalized communities that have active community track records - what is the best way to include unregistered groups in the proposal?

A: Unfortunately, non-registered groups are not eligible to apply as either Consortium Lead Applicants or Consortium Sub-Applicants. However, Consortia can design projects that involve informal groups in other ways – as project stakeholders, participants, etc. This can be included in the Concept Note and further refined during the Co-Design Phase as needed.

Q67. Do we need to submit and upload organisational policies when submitting our application?

A: No.

Q68. Can you re-phrase what you said (in the virtual orientation session) about "networking" with other NGOs?

A: We simply encourage organisations to connect with each other to find suitable partners with complementary strengths for forming a strong Consortium and submit a Concept Note under this CFCN.

Q69. Can we choose one of the pathways of the Theory of Change, or do we have to select all of them to implement?

A: The three Pathways of Change of the Nabni Theory of Change must be integrated in the project design. As per the CFCN Document, "Concept Notes must clearly define the ways in which activities are integrated across the three Pathways of the Nabni Theory of Change and contribute to one overall objective."

Q70. Can you explain better this information from the manual "For each grant to be awarded through the call, the FMU shortlists a minimum of 3 concept notes and applicant organisations or consortia." E.g., if the FMU is planning to award 2 grants, then 6 applicants would be shortlisted." According to the call, we understand you will contract 3 projects, one per lot, thus would you pre-select 9 concept notes?

A: Yes, Nabni plans to shortlist a minimum of 9 Concept Notes for this CFCN.

Q71. Before 8 December 2024, there was no way to operate in all Syria as we work on the Caesar file. However, we had a team in Idleb that worked in documentation and other activities, we did not have a centre, but we used to operate there through our documentation staff. If we want to apply now, we should stick to Idleb? We are now registered in Syria and have an office in Damascus but before there was no way to directly implement in Damascus.

A: If you are applying as a Consortium Lead with operational experience in Syria (in this case: Idleb) but not in the proposed project location (in this case: Damascus), you must partner with one or two Consortium Sub-Applicant(s) that have had experience working in Damascus at some time in the last three years. As a reminder, the Consortium Lead must have at least three years of operational experience in Syria, including offices/staff etc.

- **Week (3) 13 – 17 July 2025**

Q72. We were initially established as a unit within a larger parent organization. Currently, we are an independent structure with separate legal registration, while still maintaining an affiliation with the parent organization. We would like to know if it is eligible for our entity to apply as a co-applicant in one consortium, while the parent organization submits a separate application as a lead applicant in a different consortium under this call.

A: Yes, your entity may be eligible to apply as a Sub-Applicant in one consortium while the parent organisation submits a separate application as a Consortium Lead Applicant in a different consortium, provided that both entities are separately registered legal entities and each application clearly demonstrates independent operational and governance structures and experiences.

Q73. We would like to seek clarification on location, the CfCN uses governorates and "locations" interchangeably. Could you clarify at which administrative level our experience should exist? For example, we are present in Azaz for around 10 years, and we want to implement activities in Tal Rifaat, which is a sub-district in Azaz district, and which has only recently become accessible. Is this doable? Or should we only focus on district/sub-district/communities that we have previous experience and presence?

A: For the purposes of this CFCN, "location" generally refers to the district or sub-district level rather than the broader Governorate. In your example, yes this is doable. It will be particularly relevant to demonstrate your Consortium's operational knowledge and prior engagement at the district level. The CFCN requires that one of the members of the Consortium have operational and prior engagement in the Governorate, district or sub-district you select.

Q74. Is the 6-month Co-Design Phase expected to be included within the overall project budget and implementation timeline?

A: Yes, it is. Please refer to Answers to questions 20, 56 and 59 in this Q&A (on the Co-Design phase), among others.

Q75. For income-generating activities, is it permissible to target individuals directly, or should interventions be exclusively group-based? Could you please provide an example of a livelihoods activity that aligns with the community-level focus of the Facility?

A: For income-generating activities, we encourage a community-based approach to targeting; whilst activities may be delivered with individuals as relevant and feasible. As reminders: a) the project logic must adopt the Nabni Theory of Change and b) as per the CFCN document, Section 11: "During the Co-Design Phase, a Local Peace and Conflict Analysis (LPCA) will be carried out to inform the detailed project design". The LPCA may indicate specific approaches for income-generating activities that contribute to social cohesion. We are not able to provide examples of activities at this stage.

Q76. Would the rehabilitation or construction of community gardens and water stations be considered eligible interventions under the scope of this Call, particularly in relation to promoting social cohesion?

A: These activities are eligible, yes. As reminders: a) the project logic must adopt the Nabni Theory of Change and b) as per the CFCN document, Section 11: "During the Co-Design Phase, a Local Peace and Conflict Analysis (LPCA) will be carried out to inform the detailed project design".

Q77. Does the scope of eligible activities include the construction or rehabilitation of community-based centres (e.g., social, educational, or health centers)?

A: These activities are eligible, yes. As reminders: a) the project logic must adopt the Nabni Theory of Change and b) as per the CFCN document, Section 11: “During the Co-Design Phase, a Local Peace and Conflict Analysis (LPCA) will be carried out to inform the detailed project design”.

Q78. Are project locations expected to be selected based on a community-level focus within a single governorate, and are multi-location interventions within that governorate permissible?

A: Project locations can be selected based on a community-level focus within a single governorate or can be multi-location interventions within that one governorate. There is no restriction on selecting locations beyond the requirement to focus on maximum one Governorate within one Geographic Lot.

Q79. In relation to the geographic eligibility criteria: Is it mandatory for the Consortium Lead Applicant to demonstrate at least three years of operational presence in the specific governorate proposed in the Concept Note, or can this requirement be met by one or more Consortium Sub-Applicants instead?

A: The Consortium Lead Applicant must demonstrate three years of operational presence in Syria (in general). Consortium Sub-Applicants must demonstrate operational presence in the specific location (Governorate) proposed in the Concept Note.

Q80. Could you kindly confirm whether a formal needs assessment is required at the Concept Note stage, or will all such assessments—including conflict and feasibility analyses—be conducted during the Co-Design Phase after partner selection?

A: There is no specific requirement to conduct a formal needs assessment at Concept Note stage. Consortia can rely on needs assessments conducted previously or specifically for this Concept Note should they wish to conduct one. The Co-Design Phase will include a Local Peace and Conflict Analysis and Feasibility Assessments after partner selection.

Q81. We have recently registered inside Syria as a new local organization. And to apply for this opportunity there is one eligibility criteria indicating that 3 years of operational experience in Syria is required, our international organization has been implementing projects in Syria for over 7 years. Can our newly registered local organization apply as the Lead Applicant, using the 7 years of experience of the international organisation to meet the eligibility requirement?

A: The answer depends on what you mean by “international organisation”:

- If you mean your organisations is/was registered as a cross-border organisation or diaspora-based organisation (for more details on the definitions, refer to the answers to Questions 7, 24 and 28 – among others – in this document), the answer is yes: please refer to the answer to Question 2 in this document.
- If you mean your organisation is/was an “international organisation” with a global mandate, the answer to your question is no: refer to the answers to Questions 7, 24 and 28 – among others – in this document.

• **Week (4) 20 – 24 July 2025**

Q82. Is it mandatory to have prior experience as a lead applicant on previous projects? If this is our first time applying as lead—but we do have experience as a sub-applicant in consortium—will that affect our chances of being accepted?

A: There is no requirement to have prior experience as a “lead” applicant on previous projects. However, as per the CFCN, the Consortium Lead Applicant must demonstrate at least three years of operational experience in Syria, in addition to meeting all Minimum Eligibility and Minimum Standards for Grant Management set out in Sections 6 and 8 of the CFCN.

Q83. Is it permissible for the lead organization of a coalition to submit a comprehensive and integrated project design that covers all three governorates within Geographic Group 2 (Al-Hasakeh, Raqqa, and Deir Ezzor)? Can these governorates be framed within a unified and interconnected project structure aimed at achieving wide-reaching, transformative, and sustainable impact that brings high value to the targeted communities?

A: No, this is not permissible. As per the CFCN, “Each Concept Note should be focused on a maximum of one Governorate.”

Q84. Can a consortium contain more than 3 organisations? What's the minimum number of organisations in a consortium?

A: A minimum of one and maximum of two Consortium Sub-Applicants are allowed per Concept Note. This means that a Consortium cannot include more than three organisations.

Q85. After filling out the CFCN Template, how and where should submit it?

A: Concept Notes must be submitted through the Nabni Electronic Call for Proposals system (e-CFP). Instructions on how to submit the Concept Note are outlined in e-CFP Instructions document.

Q86. Please define the term “international donor/international funding” as a requirement for Lead Applicants. Is the German donor GIZ accepted as such?

A: International funding refers to financial support received from recognised international donors, such as international NGOs, UN agencies, or development cooperation entities. Yes, the German donor GIZ is considered an international donor for the purposes of this eligibility requirement.

Q87. Could you please clarify: does the word limit at the beginning of each section of the CN template refer to the total number of words allowed for all questions in that section, or is it the word limit for each individual question within the section?

A: The word limit at the beginning of each section of the CN template refers to the total number of words allowed for all questions in that section (not for each individual question).

Q88. Can the Consortium be formed by a lead applicant and a sub-applicant which is a voluntary team (the voluntary team is not registered but they are needed to implement some activities and outreach)?

A: No. Unregistered entities such as volunteer groups are unfortunately not eligible for this CFCN. Please also refer to the answer to question 66 in this document.

Q89. Did Nabni contact or coordinate with the Syrian central government (in particular MoFA and MoLA, other ministries)?

A: The Nabni – Building for Peace (B4P) Facility in Syria is managed by the Norwegian Refugee Council (NRC), which operates in accordance with regulations set by the Government of Syria.

Q90. What is the level of coordination expect with Government and Local Authorities?

A: Nabni expects that selected applicant/s fully comply with local authorities and Government rules and regulations in obtaining all necessary approvals to implement project activities. The Co-Design Phase will inform the project design and its approach to coordination with Government and Local Authorities as well.

Q91. Do activities under the three pathways need to be balanced in size/budget, or is it acceptable to focus more on one specific pathway?

A: Activities under the three pathways do not necessarily needs to be balanced in size/budget (e.g.: presumably, activities under Pathway 2 will be more resource intensive). However, an integration of the three Pathways must be demonstrated in the narrative and reflected in the budget.

Q92. What is the difference between the core information questionnaire and the word form (CN template) document?

A: The core information questionnaire must be filled out directly on the e-CFP system and includes administrative information regarding the Consortium Lead Applicant and Consortium Sub-Applicant(s). The questions included in the questionnaires on the e-CFP are included in the CFCN document for reference. On the other hand, the CN template is a narrative document where the Consortium can describe the project idea, etc. The CN template must be uploaded onto the e-CFP system.

Q93. What is Nabni's position on media work in sensitive or high-risk areas, especially where there are conflicting authorities?

A: Nabni will not provide specific answers on specific activities that may be included in the Concept Note. The CFCN for Syria does not define thematic areas or specific geographic locations – however, all project ideas must demonstrate that they align with the Nabni Theory of Change and the Building for Peace approach. Concept Notes must identify and address drivers of conflict at the local level and must seek to reinforce social ties. Note that the Concept Note requires applicants to provide an initial assessment of the security and access situation of the proposed location as part of the Context Analysis.

Q94. Due to the fact that some local organisations operating inside Syria faced challenges in having an official bank account or conducting regular external financial audits, due to funding limitations or the operational environment, it may be difficult to meet this requirement in the usual manner. Would it be possible to accept alternatives such as providing detailed financial reports, or opening a dedicated bank account for the grant upon approval?

A: As stated in the eligibility requirements, all applicants must have an organisational bank account and conduct regular external financial audits. These are minimum eligibility criteria and cannot be substituted or deferred. Applicants that do not meet these requirements at the time of submission will not be considered eligible under this Call.

Q95. Which document do we have to upload?

A: The only document that applicants are required to upload on the e-CFP system is the duly filled Concept Note template. At this stage, no further documents are required.

Q96. Should we attach policies and registration, or answer yes to the questions and have the files verified later?

A: When answering the organisational questionnaire in the e-CFP system you only need to provide answers to the questions. No documents should be attached. Should you reach shortlisting stage, the documents and files will be verified through a Due Diligence process.

Q97. The core info section, should we include registration in Syria or the from the country where we gained past experience?

A: You should include the information of the legal entity under which you are applying for the Nabni grant. Please refer to the answers to questions 2, 30 among others. Our Core Information and Organisational Questionnaires (Annex II in the CFCN document – to be answered on the e-CFP when submitting the Concept Note) allow applicants to submit their answers based on: (1) The legal entity under which the application is being submitted and (2) For organisations newly registered in Syria: the current legal entity or, where applicable, under the entity through which your documented past experience was obtained, including any registration abroad.

Q98. We are a Sub-Applicant, newly licensed in Damascus. We have worked with other NGOs in the past. Do we need to mention that we worked with other NGOs or only focus on the current Consortium?

A: In your project references, you may also reference past projects you have implemented in partnership with other NGOs, if they are relevant and if you so wish.

Q99. Is previous experience in cities and locations other than the one proposed in our Concept Note acceptable as previous experience?

A: Yes, especially if the sector is relevant. As stated in the CFCN, it is a requirement for the Consortium, particularly Consortium Sub-Applicants, to have experience in the specific location of the proposed project.

Q100. What if a Sub-Applicant has previous experience in the selected project location but in different sectors? And what if they have experience in the sectors of the proposed project but in different locations? Are these considered as eligible past experiences?

A: Yes, both are eligible past experiences. Nabni will assess the collective past experience of the Consortium in the sectors proposed. And as stated in the CFCN, it is a requirement for the Consortium, particularly Consortium Sub-Applicants, to have experience in the specific location of the proposed project.

Q101. If a Consortium Sub-Applicant has administrative and programmatic proof of active operations in the location of the proposed project as direct implementors from 2015 to 2017, is this eligible as past experience to apply to this Call?

A: If the Sub-Applicant only has experience in the proposed locations of the project between 2015-2017 this is unfortunately not eligible. We require more recent experience and project references from approximately the past five years.

Q102. Are business grants and livelihoods activities targeting individuals eligible? Since you mention that applicants should focus on the community level.

A: Please refer to the answer to question 75 in this document. For livelihoods and business grants activities, we encourage a community-based approach to targeting;

whilst activities may be delivered with individuals as relevant and feasible. As reminders: a) the project logic must adopt the Nabni Theory of Change and b) as per the CFCN document, Section 11: “During the Co-Design Phase, a Local Peace and Conflict Analysis (LPCA) will be carried out to inform the detailed project design”. The LPCA may indicate specific approaches for income-generating activities that contribute to social cohesion.

Q103. Is As-Sweida within the scope areas of the fund?

A: Yes. Lot 3 includes As-Sweida. Note that the Concept Note requires applicants to provide an initial assessment of the security and access situation of the proposed location as part of the Context Analysis.

Q104. In our case we will need both registrations, inside and outside Syria. Can we include both?

A: You should include the information of the legal entity under which you are applying for the Nabni grant. Please refer to the answers to questions 2, 30, 97 among others. Our Core Information and Organisational Questionnaires (Annex II in the CFCN document – to be answered on the e-CFP when submitting the Concept Note) allow applicants to submit their answers based on: (1) The legal entity under which the application is being submitted and (2) For organisations newly registered in Syria: the current legal entity or, where applicable, under the entity through which your documented past experience was obtained, including any registration abroad. If you need both registrations to operate and implement the project, please provide further details in the Concept Note template (in the Background Information section).

Q105. We have done three-year external audits altogether instead of annually, since that was not feasible before, is that OK?

A: No. As per the eligibility requirements, applicant organisations must conduct regular external financial audits, which means on an annual basis. Conducting one audit that covers multiple years does not meet this requirement. Organisations that do not have annual external audits will be considered ineligible under this Call.

Q106. Regarding the active bank account, we have one in Syria, but I believe we are having issues transferring money to Northeast. Would that be risky for us, and what can be the alternatives for us?

A: As per the eligibility requirements, all applicants must have an active organisational bank account. If the organization has an active bank account, you are eligible to apply. As Consortium Lead Applicants, as per the CFCN, you must also fulfil this requirement: “Have demonstrated ability and past record of receiving and managing international funding for operations inside Syria, including the ability to finance routine operations through international funds.”

Q107. Can we include activities targeting victims of atrocities and psycho-social support referrals in our project to make it multi-disciplinary?

A: Nabni will not provide specific answers on specific activities that may be included in the Concept Note. The CFCN for Syria does not define thematic areas or specific geographic locations – however, all project ideas must demonstrate that they align with the Nabni Theory of Change and the Building for Peace approach. Concept Notes must identify and address drivers of conflict at the local level and must seek to reinforce social ties.

Q108. If the Consortium Lead Applicant was serving Syrian people in neighbouring countries (e.g. Iraq), does this experience count towards its past operational experience for this CFCN?

A: No. Only operational experience inside Syria is counted as past operational experience for this CFCN.

Q109. We are an organisation registered with the AANES authorities and newly registered in Damascus. We have financial records, but they are not audited. Are we eligible?

A: No. As per the eligibility requirements, all applicants must have regular external financial audits. Having financial records without audited statements does not meet this requirement. Organisations that do not have annual external audits at the time of submission are not eligible under this Call.

Q110. Under Pathway 2, are the rehabilitation of schools or health centres eligible activities?

A: Nabni will not provide specific answers on specific activities that may be included in the Concept Note. The CFCN for Syria does not define thematic areas – however, all project ideas must demonstrate that they align with the Nabni Theory of Change and the Building for Peace approach.

Q111. Can the project budget be less than 1.5 million Euros?

A: No. As per the requirements in the Syria CFCN, the minimum amount per grant is EUR €1,500,000.

Q112. We are a Syrian diaspora international organisation that is still working to get legal registration inside Syria. Could we still apply as a Consortium lead, or is it better to apply under our local partners as the lead?

A: Syrian diaspora organisations are eligible to apply as Consortium Lead Applicants. Please further details on eligible requirements in the CFCN.

Q113. Our scope covers memory preservation, documentation of human rights violations and transitional justice across Syria: if our partners work within one geographic lot, may we collaborate to support this and have a wider geographic focus across Syria?

A: As per the Syria CFCN “Each Concept Note should be focused on a maximum of one Governorate.” If your organisation’s scope is nation-wide, you are eligible to apply as a Lead Applicant but the activities of the project you propose must focus in the one Governorate you have selected in partnership with your Sub-Applicant. Please check section 4 of the CFCN.

Q114. Is Pathway 3 purely related to working with authorities can also focus on working with communities?

A: Pathway 3 of the Nabni Theory of Change is focussed on local governance. As such, activities under this Pathway cannot focus only on communities, but must entail activities and engagement with local decision-makers, authorities, or equivalent. We encourage applicants to refer to the [explanatory video of Nabni’s Theory of Change](#) on Nabni’s website (in Arabic).

Q115. Do both the lead and the sub-applicant have to have an organisational bank account?

A: Yes. Lead and the Sub-Applicants must have active organisational bank accounts.

Q116. Is it possible to design sub-activities in more than one Governorate?

A: As per the Syria CFCN “Each Concept Note should be focused on a maximum of one Governorate.” As mentioned in the CFCN Document, “Applications covering specific cross-border geographic areas between Governorates may be considered on a case-by-case basis, with a designated ‘primary’ Governorate as point of reference.”

Q117. We connected to download the Call with an account created under the name of the sub-applicant. Should we upload the filled concept-note file through the same account or can we/should we created an account for the lead applicant?

A: The account with which you downloaded the Call and the account with which you upload your Concept Note are unrelated. You are free (and encouraged) to create an account for the Lead Applicant for the submission of the Concept Note.

Q118. Is working in partnership with international NGOs considered as receiving international funds?

A: Not in all cases. To meet the eligibility requirement of having received international funding, the applicant must have directly received funds and have been responsible for managing and reporting on those funds (even by international NGOs). Partnerships with

international NGOs that do not involve direct fund transfers or financial management by the applicant do not fulfil this criterion.

Q119. Is the total budget of the Nabni grant allocated for the lead applicant only?

A: No. The total budget of the Nabni grant is allocated for the entire consortium, not just the lead applicant.

Q120. Can you elaborate more on finance management on the concept note template?

A: If the proposed project budget is disproportionate to the Lead Applicant's average yearly turnover, you are required to detail how your finance management capacities (e.g. systems, processes, absorption capacities) might need to be adapted to absorb the proposed budget.

Q121. How can we integrate the third pathway (governance) on the project idea?

A: Nabni cannot provide specific advice on project design at this stage. We encourage applicants to refer to the [explanatory video of Nabni's Theory of Change](#) on Nabni's website (in Arabic).

Q122. You mentioned that past experience should be externally audited. Is this requirement mandatory for all members of the consortium—both main and sub-applicants, if we are three NGOs in total?

A: Yes. All members of the consortium—both the lead applicant and all sub-applicants—must meet the eligibility requirement of having regular external financial audits.

Q123. Is it sufficient to only include the audited experience of the main applicant and one sub-applicant?

A: No. All members of the consortium, including the lead applicant and all sub-applicants, must individually meet the eligibility requirement of having regular external financial audits.

Q124. Is it allowed to be a co-applicant with two different main applicants, if not encouraged, will both of the proposals be rejected or only one?

A: It is allowed, but discouraged, to be a Sub-Applicant with two different Lead Applicants. Again, it is not encouraged. However, this will not be a reason for disqualification of either of the Concept Notes.

Q125. Is the consortium evaluated based on the complementarity between partners (even if they are 1 main 2 sub) or is it based on the number of partners?

A: The evaluation of the Consortium is based on the criteria laid out in the CFCN. It is based on the complementarity, not the number/quantity of Sub-Applicants.

Q126. The concept note, do you want it only for the first six months, then during the Co-Design Phase we will work on the final proposal? Or you need the concept note to cover the Co-Design Phase and the implementation duration (so full concept note for the project)?

A: As per the CFCN, Nabni requests a full Concept Note for the project covering 24 months: the Co-Design Phase and the implementation. Please refer to Answers to questions 20, 56, 74 in this Q&A (on the Co-Design phase), among others.

Q127. Must the Lead Applicant possess or intend to seek registration inside Syria?

A: As per the CFCN: yes. Both Lead Applicant and Sub-Applicant must: "If not currently registered inside Syria, must have proof of intention to seek registration inside Syria (e.g. letter from relevant authorities)."

Q128. Can you please define the term "registration"? Do you mean a local branch or an independent, local registration?

A: Registration refers to being formally registered as a legal entity with the relevant authorities. This means having an independent local registration. Applicant must be able to demonstrate that the registration allows it to operate legally in the areas where it proposes to implement activities, and that it is capable of receiving and managing funds in compliance with the requirements of this Call. Please also refer to the answer to question 2, 30 and 97 in this document.

Q129. What is the status for organizations registered outside Syria or operating across borders?

A: Please refer to the answer to question 2, 30 and 97 in this document.

Q130. Is there a maximum or minimum age (years of experience) for sub-partners?

A: No. However, as per CFCN, Sub-Applicants must demonstrate at least three years of experience in the location of the proposed project.

Q131. On the e-CFP system, we can save and complete the input at a later stage, correct?

A: You can submit your questions directly via the Nabni electronic Call for Proposals (e-CfP) system. To access it:

- Download the Syria Call for Concept Notes (CfCN) document from the Nabni website: <https://www.nabni-facility.org/funding-opportunities/>

- Inside the document, you'll find a designated question submission link.
- All questions must be entered via that link—responses are then published twice weekly on the Nabni website.

Q133. Is a nationally mandated humanitarian organization with operations across all governorates in Syria eligible to apply as a Consortium Lead Applicant based on its profile and institutional experience?

A: Yes.

Q134. Is the participation of a Red Cross/Red Crescent Movement partner required, or can such an organization (Q133) form a consortium with other eligible national NGOs?

A: The participation of a Red Cross/Red Crescent Movement is not required. Such an organisation can form a consortium with eligible national NGOs.

Q135. Is Nabni open to collaborating with a Red Cross/Red Crescent National Society within the framework of this Facility?

A: Lead Applicants are free to choose their own Sub-Applicants.

- **Week (5) 27 – 31 July 2025**

Q136. For the audited financial statement requirement for sub-applicant, would you approve the audited financial statement made by the government?

A: Yes, a government financial audit completed by the legislated state audit office, or equivalent government agency, is accepted as an external financial audit. For independence, the government agency and designated officers conducting the audit must not be a part of the organisation's management or operations.

Q137. According to your requirements, all annual financial statements from the lead applicant & sub-applicant must be audited.

I. Do you mean all expenses or only certain projects from the organizations?

A: The organisation's annual financial statements.

II. Is it acceptable if the financial statements are checked by a chartered accountant or tax consultant?

A: An external financial audit is an independent examination of an organisation's annual financial statements by an external qualified party, typically a qualified accounting firm or an independent auditor. Government audit is also considered an external audit.

III. How shall this requirement be applied inside Syria due to the difficult conditions in the past?

A: To be eligible, consortium lead or sub-applicants must have annual financial statements of the organisation regularly audited by a certified professional external auditor.

Q138. The lead applicant shall possess or intent to seek registration inside Syria.

I. Can you please define the term “registration”? Do you mean a local branch or an independent, local registration?

A: Please refer to Answers to question 128.

II. In our case, we (as lead applicant) are registered in Germany, but we had a branch in northern Syria until January 2025. After that, the organization registered as a local, independent organization. Can it be considered now as a sub-applicant or as a part of us (lead applicant)?

A: If the registered local organisation in Syria is a legally independent entity, it would be considered an independent applicant, not “part of” the lead applicant. Therefore, it would be considered as a Sub-Applicant, not “part of” the Lead Applicant. However, we would discourage a “Consortium” composed of affiliated entities. If your former “branch” in Syria is registered as an independent organisation, you may provide the necessary explanations and information regarding your operational, administrative and legal setup in the Concept Note template to try and ensure that your Consortium does not include the same organisation or affiliated entities (e.g. your registration in Germany and your registration in Syria) twice. Please refer to the answers to questions 2, 30 and 97 in this document.

Q139. I am writing to inquire whether the purchase or repair of service vehicles or equipment that support the functioning of public institutions is eligible under the Nabni grant.

A: Nabni will not provide specific answers on specific activities that may be included in the Concept Note. However, and as a reminder, the Concept Note and budget are preliminary ideas. As stated in the CFCN and as per Nabni’s Grant Allocation Manual, the results of the Local Peace and Conflict Analysis (LPCA), participatory and feasibility assessments during the Co-Design Phase will inform the full design of the project. As such, the initial project idea and budget might be subject to significant changes during the Co-Design Phase. The eligibility of costs and activities will be determined through this process.

Q140. Could you please confirm whether this range is mandatory, or if smaller-scale proposals (e.g., around 500,000 EUR) are still eligible for submission, provided that the proposed budget aligns with the applicant’s financial and operational capacity?

A: The budget range specified in the Call for Concept Notes is mandatory. As per the requirements in the Syria CFCN, the minimum amount per grant is EUR €1,500,000. Proposals that fall below or exceed this range will not be considered eligible.

Q141. We are an Italian INGO which is registered to work in Syria. We have been working in Syria for the past 10 years and have recently acquired the new license to operate in Syria under the new government. We specialize in peacebuilding, social cohesion and governance and work in partnership with local CSOs in Syria. As an INGO, are we eligible to apply as a lead applicant?

A: No. Refer to the answers to questions 23 and 24 in this document.

Q142. Our organisation was officially registered in 2023, and while we are committed to transparency and operational rigor, we do not yet meet the three-year threshold for audited statements. However, our foundation has been active in Syria since 2018, conducting substantial civil society work prior to formal registration. Given this background, we kindly ask whether our organisation may still be considered eligible under these circumstances. Additionally, we are exploring the possibility of forming an alliance with a legally registered organization that fully meets the eligibility criteria to submit a joint application. Would such a partnership be acceptable within the framework of this proposal?

A: If the entity that has been registered since 2023 (meaning: 2 years or less) does not “Have proven experience managing funds from an international institutional donor (directly or through an INGO) in the past 3 years”, you are not eligible as a Lead Applicant. Your organization may be eligible as a Sub-Applicant.

Q143. Are international NGOs with operational presence in Syria, a proven track record, and legal authorization (temporary license from MoFA), eligible to apply as the Consortium Lead Applicant under this Call – when partnering with eligible Syrian local organizations as Sub-Applicants?

A: No. Refer to the answers to questions 23, 24 and 141 in this document.

Q144. Do participants in activities need to be residents of the selected governorate, or is it possible to include individuals from other locations in peacebuilding dialogues within the selected governorate?

A: At Concept Note stage, you can include communities as you see fit. The Co-Design will determine the final project design and targeting.

Q145. Additionally, if participants are asked to develop initiatives during the activity, can those initiatives be implemented outside the selected governorate?

A: Not at Concept Note stage. The Co-Design will determine the final project design and targeting.

Q146. We are registered in an EU country and have been operating in Syria for over 17 years. We have a signed agreement with the Syrian authorities, which is currently being renewed, as well as a partnership agreement with the national Red Crescent Society. We currently do not have immediate operational capacities in place for cross-border interventions or partnerships. We operate independently, and in some cases, we collaborate with local partners. We are currently in negotiation with an INGO based in France and an NGO based in Lebanon to establish a consortium. In these cases, are we allowed to be the lead applicant?

A: If you are asking about the eligibility of an INGO for this CFCN, kindly refer to the answers to questions 23, 24 and 141 in this document. If this is not your question, we apologise, but the context of the question is not clear to us. Kindly rephrase your question (before the August 4th deadline for Q&A) and we will attempt to answer it.

Q147. We have a question about: “The organization must have annual financial statements regularly audited by an external auditor.” The situation of our proposed sub-applicant is a bit complex. They have been registered in Beirut since 2016 and then got their registration in Vienna in 2021. They intend to partner with us using their Vienna registration, as the situation is complicated in Lebanon at the moment. They have done a general audit in Lebanon in 2023, in addition to a few project audits. Their first audit in Vienna is scheduled for September, and the audit report will only be available thereafter. We understand that with their Vienna registration, they don’t meet the criteria, but would their history in Lebanon be considered?

A: The registration history of the sub-applicant can be explained in the CFCN and all associated external audit of financial statements relevant and compliant with the organisation’s registration(s) will be considered.

Q148. Can an organization submit two proposals, one as a lead and one as part of a consortium?

A: Please refer to the answer to question 42 in this document.

Q149. There is a confusion, on Q 10 it is mentioned that the grant varies from 1,5 to 1,7 M Euro but on Q111 and Q140 it is mentioned max 1,500,000 Euro. What is the correct answer? a) the proposal can range from 1,5 to 1,7 million Euro or b) the proposal cannot exceed 1,5 million Eur.

A: Kindly read the questions 10, 111, and 140, and their answers carefully. The budget of the Concept Note submitted under this call should be between 1,500,000 million Euro (minimum threshold) and 1700,000 Euro (maximum threshold).

Q150. How do you define the term “location” within a Governorate? The location can be also the whole governorate?

A: Kindly refer to the answer to question 4 in this document.

Q151. Salary Costs (programme, M&E, support; etc.) is one lump sum, without details like position, month of employment, freelance staff is not mentioned/calculated here?

A: As stated in the CFCN and CN template, no budget details are required at this stage.

Q152. Monitoring costs by the diaspora NGO are to be budgeted where?

A: As stated in CN template, M&E costs are included in the budget template under "Salary costs."

Q153. Office costs of the diaspora NGO are eligible, and to be budgeted under "Local Operating Expenses" correct?

A: Yes.

Q154. The last audited annual financial statements of the organisation by a certified professional external auditor is from 2022, current audit is for 2023-24 and will be soon finalized, how should this be reflected in the Concept Note?

A: This detail is not required in the Concept Note Template. For the Core Information this is a Yes/No response only. Further details will only be requested of short-listed applicants.

- **Week (6) 3 – 7 August 2025**

Q155. We are an international humanitarian organization registered in Bosnia and Herzegovina. Since 2017, we have been actively engaged in providing support within Syria, in close cooperation with our partner organizations based in Turkey and Syria. Given our long-standing presence on the ground, our deep understanding of local needs, and the established cooperation with our partners in the region, we would like to kindly inquire whether our organization is eligible to apply for the current call for project support activities in Syria. We would appreciate any guidance or clarification regarding the eligibility criteria and application procedures.

A: If you are asking about the eligibility of an INGO for this CFCN, kindly refer to the answers to questions 23, 24 and 141 in this document.

Q156. Budget wise, is seed money for small community projects developed by local community committees for symbolic projects feasible? Or expenses for volunteers for their inputs within a project, community activities etc.?

A: Nabni will not provide specific answers on specific activities that may be included in the Concept Note. We encourage you to build the budget as you see fit. However, this is

a preliminary budget that will be significantly revised during the Co-Design Phase. As stated in the CFCN and CN template, no budget details are required at this stage.

Q157. The lead organization, a diaspora NGO - until now only registered in Canada - is seeking registration inside Syria. We will seek to be registered as “local NGO” and not international NGO operating locally. Is this fulfilling the eligibility criteria for the local registration of the consortium lead? Then the consortium will be comprised of only two NGO, Lead (and locally registered organization) and one (other) sub-applicant, not three, correct?

A: Yes, this does fulfil the eligibility for the Consortium Lead. Yes, in this case your Consortium will be comprised of two organisations. You may provide the necessary explanations and information regarding your operational, administrative and legal setup in the Concept Note template Please refer to the answers to questions 2, 30 and 97 and 138 in this document.

Q159. We established as a diaspora NGO (lead) a local Syria-registered NGO with identical mandate, in CN do we need to reply to the questions for the two NGOs?

A: Please refer to the answers to questions 2, 30 and 97 and 138 in this document. Answers must be provided based on the legal entity under which the application is being submitted. You may provide the necessary explanations and information regarding your operational, administrative and legal setup in the Concept Note template.

Q160. The word count for each section: is it tolerable that the number of maximum words for each section can exceed the given number by 10% while not going beyond the 15 pages for Sections 1-3?

A: Kindly refer to the answers to questions 12-16. Kindly try to maintain the word count and/or the maximum 15 pages limit whilst maintaining the font type and size as indicated in the CN template.

Q161. Is there a possibility to send the file in both Arabic and English, where we have difficulty in the correct translation of some vocabulary.

A: No document other than the Concept Note in the English language will be taken into consideration for evaluation by Nabni.

Q162. Should under Salary Costs include the fees for freelance who (e.g. graphic designer, expert) work on a transitional justice guide within a specific pathway? Or should these cost by budgeted under the pathway?

A: We encourage you to build the budget as you see fit. However, this is a preliminary budget that will be significantly revised during the Co-Design Phase. As stated in the CFCN and CN template, no budget details are required at this stage.

Q163. We are a local non-governmental organization (NGO). We do not have a bank account or handle foreign remittances. Do we have a chance to apply for this grant?

A: Please refer to the answers to questions 94, 106 and 115. As stated in the CFCN, Lead Applicants and Sub-Applicants must have an organizational bank account.

Q164. What data and files are required to upload?

A: No document other than the Concept Note template in the English language will be taken into consideration for evaluation by Nabni. The core information questionnaire must be filled out directly on the e-CFP system and includes administrative information regarding the Consortium Lead Applicant and Consortium Sub-Applicant(s).

Q165. Under 5.2. What are the sectors of operation? Do they refer also to the pathways? Pls clarify.

A: We do not know what “5.2” refers to here. “Sectors of operation” might indicate sectors of work that you have previously engaged in (e.g. social cohesion, WASH, infrastructure rehabilitation, cash distribution, shelter, etc.).

Q166. Could you please clarify whether community-led initiatives that aim to promote social cohesion fall under Pathway 1 or Pathway 2? This will help us accurately estimate the budget accordingly.

A: This depends on the nature of the initiatives. If the activities include livelihoods support or rehabilitation components, they would fall under Pathway 2. If they focus solely on soft components—such as awareness-raising, dialogue sessions, etc. they would fall under Pathway 1. Please note that if your Concept Note is selected, both the proposed activities and budget will be reviewed and finalized during the Co-Design Phase.

Q167. A church based organisation is usually not registered as an NGO in Syria, but rather registered under the church mechanism – however, they do have great entry to the community and great role to play in social cohesion. Would a church based organisation be accepted to be part of the consortium (although not registered in the HAC but registered in the Church authorities)?

A: For more information about the registration status, please refer to question 128. As indicated in the CfCN document, under section 2 – Objectives of the Call for Concept Notes, “The objective of this Call for Concept Notes (CfCN) is to obtain project ideas from Consortia formed by locally-rooted Non-Profit, Non-Governmental Organisations (NGOs) to implement projects in Syria that are aligned with the Building for Peace approach and [Nabni’s Theory of Change](#) (see Annex I).”