

Work4Progress



Fundación "la Caixa"

Call for projects W4P India, Mozambique and Perú

Frequently Asked Questions

1. In what languages can proposals be submitted?

Proposals can be submitted in English, Portuguese and Spanish.

2. What age group of young people should the project include?

The United Nations defines the concept of "youth" as persons between the ages of 15 and 24. However, the UN recognizes that the definition of youth varies from country to country, so proposals using your country's definition of youth will also be accepted.

3. What is meant by "innovation"?

We understand innovation as a general concept that varies depending on the geographical and community context. Projects that propose innovation initiatives in terms of processes, products or services will be positively evaluated.

4. Can proposals be implemented in a region where the program is not currently being implemented?

Yes, if the new prototypes allow for connections and synergies with W4P activities. For more information on the geographic areas of action see section 3) of the terms and conditions, Geographic areas of action.

5. What is meant by "quality certificates"?

These documents are official verifications that validate an organization's operations. For example, they may be certificates attesting to the transparency, efficiency or governance structure of an organization. The presentation of these documents is not mandatory.

6. Can I apply if I am a for-profit organization?

For the grant modality, networks of entities must be led by a non-profit organization.

The W4P call for proposals includes a refundable financing modality that allows the participation of networks of entities led by a non-profit or for-profit organizations, if they specialize in funding and have a social interest.

For more information on the requirements for networks and applicants, see section 4) of the terms and conditions, Requirements for Applicants.

7. What is the ideal number of partners a proposal should include?

There is no mandatory number of entities. Both modalities are open to networks of between 3 and 5 entities. For more information on the requirements for networks and applicant entities, see section 4) of the terms and conditions, Requirements for applicants.

8. Can an entity be part of more than one network or submit more than one project?

Yes, if it does not present itself as a leader in more than one network within the same modality. For more information on the requirements of the networks and applicant entities see section 4) of the terms and conditions, Requirements for applicants.

9. Can any organization that meets the requirements mentioned in the call for proposals participate in the call for proposals, or is it limited to organizations that are already part of the W4P ecosystem?

The call is open to any organization that meets the requirements mentioned in the rules as long as they apply as part of a network of between 3 and 5 entities. The entities that constitute the network can be new to the Work4Progress ecosystem or be entities that have already been part of the program in the past. For more information on the requirements of the networks and applicant entities see section 4) of the rules, Requirements for applicants.

10. Does the network have to be led by a Spanish entity or can it be led by an entity from Peru, Mozambique or India?

The networks can be led by entities from the countries of action, as well as by Spanish entities or entities from other countries (international), although it is important to consider that:

- In the case of being Spanish or international entities, they must be accompanied by at least one entity from the country of action.
- In the case of Spanish or international entities, they must demonstrate a minimum experience of 3 years in the country of operation.
- Specific experience in the geographical areas in which the Work4Progress networks operate will be valued particularly positively.

11. Does there have to be a Spanish entity as part of the network?

It is not mandatory that there be Spanish entities. What is mandatory is the presence of entities from the countries of action (local entities).

12. Can the same organization lead two networks?

An organization can only lead one network for each of the two modalities of the W4Pcall.

However, an organization can be a partner in more than one network, even within the same modality.

For more information on the requirements for networks and applicant organizations, see section 4) of the terms and conditions, Requirements for applicants.

13. Is it mandatory for the organizations in the network to be audited?

For both modalities, the lead entity must have an audited accounts report, with complete financial statements, notes and auditor's opinion if applicable.

It is highly recommended that the other organizations that make up the network (the partner organizations) have also been audited.

14. What is the "la Caixa" Foundation's compliance procedure?

The compliance procedure is an internal procedure of "la Caixa" Foundation to ensure that the entity that will sign an agreement with the Foundation complies with all legal requirements.

The selected entities will be informed prior to the signing of the agreement of the additional documents that must be submitted to pass this procedure.

15. What timeline should be included in the project plans submitted?

Applications submitted under this call for proposals must have a maximum duration of:

- 24 months for the grant modality.
- 24 months of disbursements for the refundable financing modality and up to 5 additional years for the return of the investment under the conditions to be agreed upon.

A timeline or action plan must be submitted detailing the duration of the different phases of the application and their specific activities.

16. What is the maximum budget that can be requested?

The maximum budget that can be requested is 500,000 euros for the refundable financing modality (modality B) and 800,000 euros for the grant modality (modality A). However, for the latter (modality A), the maximum budget will be 250,000 euros for networks of only 3

entities that present projects focused on the development of innovative solutions for businesses developed on the Work4Progress platforms.

17. Can I present the budget document according to my own model?

No, as indicated in the terms and conditions, the budget must be presented in accordance with the Excel model for each of the modalities that can be found on the "la Caixa" Foundation's call platform, taking into consideration the associated instructions on eligible expenses (see section 6 and annex 6 of the terms and conditions).

18. Who evaluates the proposals?

All proposals will be analyzed, evaluated and prioritized by an external evaluation team. The proposals selected by the external evaluation committee will be submitted to the governing bodies of the "la Caixa" Foundation for final approval.

19. How do I upload extra documents to the call for proposals?

You can upload all the necessary documentation in the question "Attach here annexed documentation that you consider relevant to the proposal" located at the end of the "Proposal" tab on the online call for proposals platform of "la Caixa" Foundation.

20. If the website does not work, can I send the documentation by mail?

As stated in the rules, no information or documentation will be accepted outside of the online application or after the deadline. For any problem with the platform or question related to the W4P 2024 call, please contact work4progress@contact.fundacionlacaixa.org

21. Should the expenses related to the impact evaluation, project audit and communication plan be included in the direct costs?

Yes, these expenses are direct costs and should be placed in the communication and evaluation section of the budget template under Technical and Professional Services.

22. Are travel expenses between cities for project development tasks eligible?

Yes, expenses related to travel, accommodation and per diems of project staff (local and expatriate staff) as well as technicians, trainers and final beneficiaries are eligible as long as they are directly related to the actions foreseen. For more information on eligible expenses, see Annex VI of the terms and conditions.

23. What is the maximum percentage of indirect costs?

In the grant modality, a lump sum, up to a limit equivalent to 7% of the amount of the total eligible costs of the action requested from the "la Caixa" Foundation, may be subsidized as indirect costs corresponding to the general administration costs of the action assumed by the applicant entity and the local partners. This does not apply to the reimbursable funding modality.

24. In the proposal submission platform, is it possible to modify the data in the first tab “Entity and project information” once the “Continue” button has been clicked?

No, once this information has been entered it cannot be modified. We suggest entering a title and other information as generic as possible.

25. Is it possible to go forward in the proposal submission form without having completed all the questions?

No, but all the questions required to submit the proposal are listed in the documents "Proposal Presentation Questions Modality A" and "Proposal Presentation Questions Modality B", accessible in the “Documents” area on the proposal presentation platform.