



## HUMANITARIAN CLEAN COOKING FUND (HCCF) FREQUENTLY ASKED QUESTIONS (FAQs)

Grant term 2017-2018

### GENERAL

- **Am I eligible for HCCF? Should I apply?**

It is up to each organization to decide if your concept is eligible for submission. To be fair to everyone, we cannot provide individual assessments of eligibility. We recommend closely studying the Eligibility requirements in the Call for Concepts, as well as the Application Form and Frequently Asked Questions (FAQs).

- **I missed the webinar! Can I still access the slides, or watch the recording?**

Yes! You can download the webinar slides in PDF along with the other HCCF documents at <http://cleancookstoves.org/funding-opportunities/196.html>. The webinar recording is also available at <http://cleancookstoves.org/events/399.html>. All questions asked by participants during the webinar are addressed in this document.

- **Will you be doing this funding opportunity again next year?**

We hope so, but this will depend on the availability of funding.

- **I am not eligible for this fund, but I am interested in this topic area and would like to stay in touch. How can I do this?**

Great! If you have not already done so, we encourage you to register to become an Alliance partner at <http://cleancookstoves.org/partners/register.html>. This is free. Once registered, you will receive a welcome email listing Alliance resources that may be helpful to you.

### APPLICATION PROCESS

- **How do I apply?**

Visit <http://cleancookstoves.org/funding-opportunities/196.html> and download the Call for Concepts and Application Form. Submit your completed application form and any attachments by email to [humanitarian@cleancookstoves.org](mailto:humanitarian@cleancookstoves.org) no later than **11:59 pm Eastern Daylight Time (EDT) on Friday, July 21<sup>st</sup>, 2017**.

- **Can I submit my application in another language, such as Spanish, French, other?**

Unfortunately, no. We can only accept applications written in English, and we do not have translated versions of the call for concepts and application form.

- **Can I submit more than one application?**



Yes, you may submit more than one application, although we recommend no more than two.

- **I cannot make the application deadline of July 21st. Is it possible to get an extension?**

Unfortunately, no. The timeline for the grant is very tight, and we cannot grant extensions. Any applications received after 11:59 pm EDT on Friday, July 21<sup>st</sup> will not be accepted.

- **If we apply as a consortium and our concept is accepted, can we change the consortium members and/or add partners for the full application?**

Yes, as long as the overall project concept remains the same and consortium members still meet the eligibility requirements, you may add/change partners. However, the consortium lead applicant must remain the same.

- **How many attachments can I include with my application?**

You may include any number of attachments with your application. However, keep in mind that attachments providing information we have not requested are not likely to be reviewed. Be sure to provide a list of attachments in your Application Form, and use the file name format **OrganizationName\_HCCF2017\_Attachment#**. All documents should be in **MS Word** or **PDF** format.

## **TYPE OF INTERVENTION (COOKSTOVES, FUELS, AND DISTRIBUTION METHODS)**

*Note: For questions regarding product performance and testing, see Product Performance in the Eligibility section below.*

- **Does the project have to cover both stoves and fuel?**

You may submit a project concept with just one of these intervention types; **however**, the humanitarian population should have access to the corresponding stove or fuel that is not included in your project, and you should provide details on this in your project description. For example, if you are providing an LPG cookstove, you should explain where and how the beneficiaries can obtain LPG fuel.

- **Are interventions using improved biomass stoves eligible?**

Yes, as long as the stoves produced measurable benefits in a humanitarian population in a previous pilot project. Keep in mind that your proposed “scale up” project must improve the lives of a humanitarian population in at least two of the Alliance’s four mission areas, which are health, livelihoods, women’s empowerment, and environmental protection.

- **Are both portable and built-in place stoves eligible?**

Yes. See answer above.

- **What do you mean by “distribution approach?”**

Distribution approach refers to the means by which the humanitarian population obtains or receives a cooking solution such as stoves or fuel. These approaches range from free distribution to purchase. The Alliance has identified challenges with both of these approaches in humanitarian populations. While free distribution is affordable for crisis-affected people, it is not a sustainable long-term approach, since it typically relies on donor funds. Additionally, crisis-affected people frequently sell or barter free products for other goods.

On the other hand, most crisis-affected people cannot afford to purchase efficient cookstoves or cleaner fuels at full price. Various methods to reduce cost barriers have been piloted, including cash transfers, subsidies, loans, leases and vouchers. Any of these methods or similar innovations would be considered a distribution approach.

- **Is free distribution preferred?**

No. While we do not prohibit projects that use a free distribution approach, projects using more innovative approaches are preferred. (See above)

## ELIGIBILITY

### Alliance Partnership

- **How do I become an Alliance partner?**

Complete the online form at <http://cleancookstoves.org/partners/register.html> If you encounter difficulties, email [info@cleancookstoves.org](mailto:info@cleancookstoves.org).

### Location

- **Are projects from my country eligible?**

Your proposed project may take place in any country as long as it conforms with all other eligibility requirements and the location or beneficiaries are mostly “off-grid,” i.e. lacking access to a large, shared electrical grid.

### Organization Type(s) / Legal Structure

- **Are partnerships between organizations of different legal status allowed? E.g. non-profit & private company?**



Yes. Partnerships between private sector and humanitarian organizations are encouraged to the extent that they benefit the project. See Call for Concepts > Eligibility > Organization Type/Legal Structure

## Organization Maturity

- **My organization is less than three years old. Can I still apply?**

You may not apply alone if your organization is less than three years old. However, you may apply as part of a consortium with another organization that meets the three-year requirement. This organization must be listed as the lead applicant.

- **Our organization does not directly have the necessary background experience, but our partner does. Is there any problem with that?**

As long as the lead applicant organization has been in operation for three years or more, and you meet all other eligibility requirements, you are eligible to apply. The purpose of the Organization Maturity and Proof of Concept requirements is to ensure that applicant organizations or consortiums have a proven history of implementing cooking solutions in humanitarian settings. The more you can demonstrate this, the stronger your application will be.

## Humanitarian

- **Must all those affected by natural disaster have left their homes to meet the humanitarian requirement?**

No, a population does not need to be displaced to be considered humanitarian. Natural disasters that have directly impacted people's ability to cook are eligible. Survivors of the 2015 Nepal earthquake who may not have been displaced from their homes, for example, but whose cooking facilities and/or fuel supply lines were destroyed would count as a humanitarian population.

- **Is drought considered a natural disaster?**

Yes. See above.

## Scale Up

- **What do you mean by “scale up?”**

HCCF seeks to support cooking solutions that have already proven to be successful in humanitarian settings and are ready to be expanded or “scaled up” to other humanitarian populations. For this reason, applicants must demonstrate that their projects have been **previously implemented** (or “piloted”) and produced measurable benefits in at least one humanitarian setting. Preference will be given to proposed projects that are likely to provide



benefits for the population concerned well beyond the life of the project, and not wholly dependent on donor funds.

- **Would research or an impact study of a scale-up that meets all other eligibility requirements be considered for a grant in this round?**

No. Your application must be for a project that implements a cooking solution in a humanitarian setting.

## Proof of Concept (Pilot Projects)

- **My proposed project was previously implemented, but not in a humanitarian setting. Does this meet the Proof of Concept requirement?**

Unfortunately, no. Your proposed project must have been pilot tested in at least one humanitarian setting to be eligible for the HCCF. Humanitarian settings pose unique risks and challenges that can impact the success and scalability of a project, so it is important for us to know that your project has worked in the same context.

- **Would an “upgrade” of a clean cookstove that has not been piloted before but has chances to succeed in humanitarian setting be accepted?**

No. As noted above, humanitarian settings post unique challenges, including impacts on how well a technology works. We are only accepting projects that have already been tested in a humanitarian setting.

- **Our pilot project was not particularly successful, but with a few alterations, we suspect it will be successful at a scaled level. Will that be acceptable, or will the pilot need to be "exactly" the same as the scaled-up project?**

We will assess this on a case-by-case basis. Learning lessons from unsuccessful projects is considered valuable and will not disadvantage your application. As noted in the Call for Concepts, variations on the pilot project’s model due to lessons learned are acceptable, but overall the concept of the intervention must be the same.

- **Can we apply to scale a project that was piloted by another organization?**

We will assess this on a case-by-case basis. At a minimum, the pilot project must have taken place in a humanitarian setting, and you will need to demonstrate that your organization or consortium has a successful track record of implementing similar projects in humanitarian settings.

- **Does my pilot project need to be over? Can it still be operational and the lessons learned be drawn perhaps from a mid-term evaluation?**

We will assess this on a case-by-case basis. If your pilot project is ongoing, you should note this in the Pilot Project section of the Application Form, and include as much of the requested information as possible.



- **Our organization has not done a pilot yet, but we are very interested. Are there NGO's or organizations coming to the Alliance looking for partners?**

Applicants are responsible for brokering their own partnerships; however, you can find cookstove organizations operating in your country in the Alliance's Partner Directory at <http://cleancookstoves.org/partners/directory.html>.

## Product Performance

- **Our cookstoves are made by local artisans and have not been laboratory tested. How can we describe their performance?**

Test results are not a required part of your application, but are preferred. Please describe the performance of your stove or fuel solution with whatever information you have available, including anecdotal or qualitative evidence. As indicated in the call for concepts, your product should produce measurable benefits in health, livelihoods, women's empowerment, or the environment.

- **Where can I get more information about having my product tested against IWA standards?**

Visit <http://cleancookstoves.org/technology-and-fuels/testing/centers.html> on the Alliance website to view a list of Regional Testing and Knowledge Centers (RTKCs). General information about the IWA Tier ratings can be found at <http://cleancookstoves.org/binary-data/DOCUMENT/file/000/000/6-1.pdf>

## BUDGET

*Note: Applicants are not required to submit a detailed budget during the Concept phase. The following questions and answers are provided only for your information and planning purposes.*

- **Are there any cost share requirements?**

No, you are not required to include cost share in your budget, but it is strongly encouraged. If you intend to include cost share, please note it in the Project Concept section of the Application Form.

- **Can I complement the project with funds from the European Union or other funding sources?**

Yes. Cost sharing with other funding sources is encouraged. If you intend to include other funding sources, please note it in the Project Concept section of the Application Form.



- **What costs will be considered for ‘scale-up’ under this grant? (e.g. operational/overhead/ management/administrative/etc.)**

At the full proposal submission stage, we will consider cost categories that are aligned to the objectives of the project and evaluate if your budget is reasonable for the proposed activities. There are no specific stipulations as to what costs the grant funds will cover at this time.