Frequently Asked Questions (FAQ)
on the application and review process

What does the German BACKUP Initiative provide?

The German BACKUP Initiative offers technical support to partners in the countries in order to increase their capacities and enable them

- to use funding from the Global Fund more efficiently and
- to implement measures for controlling HIV, tuberculosis and malaria more effectively and sustainably.

The German BACKUP Initiative's support for capacity development focuses on

- increased participation of civil society in Global Fund mechanisms.
- integration of programmes responding to HIV, tuberculosis and malaria into existing health systems.
- development and scale-up of gender-oriented responses in programmes financed by global health initiatives.

Who can apply?

The following stakeholders in the processes of funding from the Global Fund are eligible for support from BACKUP if they fulfil the function of (a) Country Coordinating Mechanism (CCM) or (b) CCM member or (c) Principal Recipient (PR) or (d) Sub Recipient (SR) of a Global Fund grant, or (e) they plan to do so for the next Round:

- National and international civil society organisations
- Governments (e.g. Ministry of Health, national AIDS, TB or malaria programmes)
- Capacity-building institutions (e.g. regional HIV Knowledge Hubs)
- Private sector organisations

BACKUP's work is demand-driven, meaning that requests for technical assistance can be supported worldwide.

For Project Modes, the prerequisite for applicants is formal registration as a legal body under national law, and participation in Global Fund-related processes in-country. A request is eligible if it

- is based on in-country needs assessment for technical support.
- is endorsed by the CCM Chair.
- is in line with national health strategies and programmes.
- is linked to Global Fund processes.
- applies a gender-specific approach.
- discusses expected implications for Health Systems Strengthening and/or Community Systems Strengthening.

At what stages of grant cycle management does BACKUP provide support?

The German BACKUP Initiative provides technical support at all stages of Global Fund grant cycle management. Applications can be submitted at any time.

Which thematic areas qualify for support?

The German BACKUP Initiative provides technical support for capacity development in the following thematic areas:

- Technical support needs assessment
- Organisational/institutional development
- Advocacy
- Human resources development
- Policy/strategy/guidelines development
- Quality management
- Knowledge management
- Monitoring and evaluation

How do we apply for support from the German BACKUP Initiative?

Five steps to follow:
1. Identify technical support needs in line with BACKUP objectives, principles and criteria
2. Choose application mode: Fast Access, Consultancy or Project Mode
3. Complete application form (download from BACKUP website)
4. Sign application and get endorsement from CCM Chair to ensure coordination and alignment of technical support request
5. Submit to GIZ Country Office for quality check and signature

Please note with regard to the endorsement: In general, all applications should be endorsed by the CCM Chair. If the applicant is the CCM itself, the application should be endorsed by the CCM Vice Chair. If the applicant is a Global Fund Sub Recipient, the application should be endorsed by the CCM Chair or the respective Principal Recipient.

All proposals will be checked for compliance and quality by the GIZ Office and GIZ technical staff, followed by formal clearance.

The GIZ Office passes on the application to the BACKUP team at GIZ Head Office in Eschborn/Germany for review and approval.

Please contact the local GIZ Office and/or the technical staff of GIZ for advice, clarification and information on the application procedure (application forms, etc.) or contact the BACKUP team in Germany directly (backup@giz.de).

For further information please see BACKUP guidelines for application (link below).

1. Fast Access Mode (up to EUR 10,000)

The Fast Access Mode provides quick funds for one-off activities, e.g. reimbursement for Country Coordinating Mechanism (CCM) planning exercises, sponsorship for participation in conferences or exchange visits, etc. Note: e.g. feasibility studies or needs assessments where a consultant is required fall under Consultancy Mode.

2. Consultancy Mode (up to EUR 20,000 per consultancy)

The Consultancy Mode provides an opportunity to assign consultants to support CCMs, Principal Recipients (PRs) and member organisations, especially from civil society, during the Global Fund proposal development, grant negotiation and/or implementation. Terms of Reference must be defined in the application form.

3. Project Mode (up to EUR 100,000 per contract)

The Project Mode caters for small to medium-size projects to support the application process, grant negotiation and/or implementation of Global Fund financed activities and programmes. The applicant/implementing organisation must be registered as a legal body under national law.

The Project Mode requires a brief summary proposal and a log frame that states purpose, outputs, indicators, activities, time frame and budget. Own contributions and contributions from other partners must be clearly stated.

Which general criteria facilitate a smooth application process?

Please ensure that the proposed intervention

- is in line with country policy and strategies with particular respect to the poverty reduction strategy.
- is in line with the OECD Paris Declaration, the UN Millennium Development Goals, UNAIDS' 'Three Ones', the Universal Access Initiative and Global Fund principles.
- contributes to one or more of the cross-cutting issues: Health Systems Strengthening, Community Systems Strengthening, gender-oriented approaches and a gender-differentiated analysis of results.
- has been endorsed by the CCM Chair.
- is not part of a proposal to the Global Fund or other funding sources. The German BACKUP Initiative does not compete with the Global Fund or other funds, but aims to facilitate their effective and efficient implementation by strengthening the capacities of key actors.

How are the applications assessed and decided upon?

After being checked for compliance and quality by the GIZ Office or GIZ technical staff in the country, each proposal will be assessed. BACKUP will screen applications first for eligibility and completeness, and any incomplete application will be returned to the applicant for completion. Applications will then be reviewed (according to the criteria stated in the BACKUP guidelines for application). With regard to Project Mode applications, BACKUP additionally consults in-house experts to obtain advice from health, AIDS or country experts. In addition, project proposals are forwarded to external experts from various international and national partner organisations (WHO, UNAIDS, KfW Entwicklungsbank – development bank of the Federal Republic and federal states, ICASO, IPPF, etc.) in order to assess the proposals and to provide recommendations on technical improvements.

The BACKUP team gets back to the applicant with a summary of comments and questions from the review. On this basis the applicant can further develop and adapt the proposal. Signatures of all partners will not be required a second time unless the proposal has changed fundamentally.

A financial review is performed separately from the technical review.

How long does the review process take?

The duration of the review process differs according to the application mode and the complexity of the proposed interventions. If the first application draft is in line with the BACKUP mandate and the applicant responds directly to the comments, the review process may take approx.

- 2 weeks for Fast Access Mode,
- 1 month for Consultancy Mode and
- 2 months for Project Mode.

Please be aware that after the proposal has been technically approved, it can take up to four weeks for administrative and contract matters to be handled.

Should the applicant contribute to all three cross-cutting areas - Health Systems Strengthening, Community Systems Strengthening, gender-oriented approaches?

No, not necessarily, only where relevant. But it should be explained if one or more of the cross-cutting issues are not relevant. The cross-cutting themes should be reflected comprehensively in the proposal and also in the reports.

**For further details on the application process
please refer to the BACKUP guidelines for application (0.19 MB pdf)**

Contact

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