

## **Guidelines for applying for OPEC Fund for International Development (OFID) funding**

### **1. Introduction**

This guideline has been developed by the grant coordinator in the IFRC Secretariat for the colleagues in the field to better understand the OFID grant scheme.

IFRC is seen by OFID as an emergency response partner and has enjoyed receiving emergency grants from OFID for the last 18 years. For developmental grants, IFRC has not been receiving so much funding, and should try to achieve more.

### **2. General Functions and roles of IFRC Secretariat Geneva, Regional, and County offices**

#### **2.1 IFRC Secretariat in Geneva**

OFID prefers to have one counterpart for IFRC, which is the grant coordinator at the Secretariat in Geneva. Communication with OFID should go through the grant coordinator in Geneva. OFID does not have any offices in the field.

#### **2.2 IFRC Regional, Country offices**

IFRC offices in regions and countries are responsible to initiate a grant proposal. Once a grant is approved and during the implementation, OFID may ask to contact the colleagues in the field if they have a specific question about the project.

### **3. Guidelines for applying for OFID funding**

#### **3.1 Emergency grants for sudden onset disasters**

##### **3.1.1 What is an Emergency grant?**

OFID has about USD 2 mil annually for Emergency grants which is released for sudden onset large scale disasters. RCRC NS are also eligible to access these grants without going through the IFRC Secretariat.

##### **3.1.2 What can the funds be used for?**

Up to now, OFID always earmarks Emergency grants for procurement of relief items.

##### **3.1.3 What is the process of receiving the grant?**

When a large scale disaster takes place, OFID sees IFRC's public website and learns that IFRC has launched an Emergency Appeal, and if they decide to contribute funding, they send a fax message to the Secretary General announcing the amount of their contribution to the Emergency Appeal.

OFID asks IFRC to present a list of relief items and a budget break down. It is important to include a variety of items, not just one or two items.

#### **3.2 Development grants**

##### **3.2.1 What is a Development grant?**

One of the 6 grant windows OFID has is called "Technical assistance" which aims to improve access to basic services such as education, health, and water and sanitation, as well as enhancing food security for poor communities in least-developed countries. In 2013 USD 6.7 million was approved for technical assistance grants.

For more information see:

[http://www.ofid.org/Portals/0/Publications/Special%20Publications/OFID\\_GrantBrochure.pdf](http://www.ofid.org/Portals/0/Publications/Special%20Publications/OFID_GrantBrochure.pdf)

### 3.2.2 Which countries are eligible to apply?

Least Developed countries.

All countries are eligible, except for OPEC member states (ie Algeria, Ecuador, Gabon, Indonesia, Iran, Iraq, Kuwait, Libya, Nigeria, Qatar, Saudi Arabia, UAE and Venezuela)

### 3.2.3 Which sectors can be funded?

WatSan (including low cost water treatment solutions), Health (especially non-communicable diseases and mother and child health), Capacity building of National Societies (if this is relating to WatSan or Health projects).

### 3.2.4 What is the process of applying?

OFID has a Board meeting 4 times a year (March, June, September and December) where grant decisions are made. Throughout the year OFID accepts applications and all applications for funding (initially a concept note) should be channelled through the grant coordinator, who will screen them, and forward them to OFID. If a concept note is short listed we will be contacted to submit a full grant application form, including a budget, to be submitted to the Board before the Board meeting.

Very important is that OFID will fund 40% of the total budget, and we have to list partners which will co-fund the remaining 60% - this has to be in place, otherwise OFID will not provide funding.

IF the Board approves the application for funds, a fax message comes to Geneva announcing the contribution.

OFID will draft a grant agreement, and the grant coordinator in Geneva will take the lead to consult within IFRC (Legal, finance, and field) in order to sign the agreement.

### 3.2.5 Key points

In previous experience below lessons are learnt;

- OFID's priorities are relating to Sustainable Development Goals.
- It is important to ensure good visibility.
- OFID prefers multi-countries proposal with a larger total amount. Budget for each country can be within the range of 5,000- 1 mil USD for multiple years.
- OFID funds cover 40% of the total budget and other partners have to fund 60%, which limits the programmes we can submit for funding.
- Maximum of 15-20% of total budget to be allocated to human resources/ salaries, and normally they do not like to fund international staff or consultants.
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### 3.2.6 Grant application form

Format for the grant application form is available on the OFID website:

<http://www.ofid.org/PROJECTS-OPERATIONS/Grants/Grant-Application>

**4. Monitoring and reporting requirements (for both emergency and development grants)**

OFID will require a pledge based financial report in IFRC format at the end of the operation. For narrative reports, OFID will require IFRC standard operational reports (updates), on the entire project. During the implementation unofficial narrative updates are welcomed. They like to have photos if possible.

**5. CRM**

OFID's account on CRM

[https://ifrc.crm4.dynamics.com/main.aspx?etc=1&extrags=formid%3d5b0df0a6-1c0b-4bf0-a104-173d2e4130e7&id=%7bEAA69716-BE6B-E211-94E6-](https://ifrc.crm4.dynamics.com/main.aspx?etc=1&extrags=formid%3d5b0df0a6-1c0b-4bf0-a104-173d2e4130e7&id=%7bEAA69716-BE6B-E211-94E6-D48564518C18%7d&pagetype=entityrecord)

[D48564518C18%7d&pagetype=entityrecord](https://ifrc.crm4.dynamics.com/main.aspx?etc=1&extrags=formid%3d5b0df0a6-1c0b-4bf0-a104-173d2e4130e7&id=%7bEAA69716-BE6B-E211-94E6-D48564518C18%7d&pagetype=entityrecord)) is owned and maintained by the grant coordinator in Geneva.

When receiving emergency grants or applying for technical assistance grants, the grant coordinator in Geneva will create a **campaign opportunity and maintain the status until it becomes a hard pledge.**

**6. Examples of recent projects which have been funded and amounts of funding**

**Emergency Appeals:**

Philippines Typhoon Haiyan, 2013, USD 400,000 (used for procurement and distribution of Jerry cans)

Nepal Earthquake, 2015 USD 300,000 (used for procurement of Solar radio and Hygiene kits)

**Development grants:**

Africa: Democratic Republic Congo, Somalia and Zambia , 2014 – one application covering three countries, for Community Health and Water/Sanitation, total USD 1,8 mil over 3 years.