التعاون الألماني
DEUTSCHE ZUSAMMENARBEIT

Published by
giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

TAKAMUL IV – تكامُل

Questions and Answers

2nd document

TAKAMUL is a **fund** for capacitating and strengthening the Syrian Civil Society and supporting social cohesion.

TAKAMUL is an Arabic word that means **"integration"** and symbolizes the aim of the fund to strengthen the links between Syrian civil society organizations inside and outside Syria.

TAKAMUL is part of the **GIZ BRIDGE** (Strengthening the Capacities of the Syrian Civil Society) project. BRIDGE is commissioned and funded by the **German Federal Ministry for Economic Cooperation and Development (BMZ)**.

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Questions and Answers (part 2)

Eligibility	
Q	Can an organization simultaneously apply for and receive funding from both TAKAMUL IV and from another GIZ program?
A	Yes, there are no restrictions on receiving funding from both TAKAMUL IV and another GIZ Syria program.
Q	If a Germany-registered diaspora organization with extensive public funds experience applies for a 100,000 EUR envelope under the Tandem approach, does the application require more than one local Syrian partner (co-applicant)?
A	Yes, funding option 2 is reserved for lead applicants with extensive public fund management experience who can work with more than one co-applicant.
Q	Can a legally in Germany registered organization participate in TAKAMUL IV without being a main or co-applicant?
A	TAKAMUL IV exclusively funds Syrian Civil Society Organizations operating both inside Syria and in the diaspora in Germa via a Tandem model. Under this framework, the diaspora organization registered in Germany serves as the main applicant, while the organization operating within Syria serves as the co-applicant.
Q	Can German-registered non-profit civil society organizations apply as the main applicant for TAKAMUL IV? (example: Welthungerhilfe)
A	The main applicant must be a Syrian diaspora organization registered in Germany or a non-profit organisation also registered in Germany working on the Syrian context
Q	Are charities eligible to apply to TAKAMUL IV fund as a co-applicant?

A	Co-applicants must be based and registered in Syria. Local Syrian charities are eligible to act as co-applicants for the TAKAMUL fund provided they hold a valid registration in Syria and are non-profit.

Project proposal

Q	How is the sustainability criterion evaluated for six-month projects, and what key mechanisms or deliverables does GIZ expect to ensure post-closure impact?
A	GIZ recognizes that sustainable, long-term change takes time. However, proposals will be assessed for their potential to generate lasting effects beyond the project period, including through strengthened relationships, capacities, networks, community mechanisms or practices, as well as opportunities for replication, adaptation, or continuation where appropriate. This depends largely on the design of the project as well as the implementation approach of proposed activities.
Q	Can amain applicant in Germany submit more than one TAKAMUL IV proposal?
A	No. Neither the main applicant nor the co-applicant may participate in more than one proposal.

Finance and budget

Q	For grants up to 100,000 EUR requiring more than one co-applicant, should the "forwarding of funds" sheet be duplicated so that a separate sheet is created for each partner?
A	Yes, the "Forwarding of Fund" sheet must be duplicated as per the number of co-applicants.
Q	Are implementation costs for the Germany-based main applicant restricted exclusively to staff (e.g., Project Manager, Finance Manager)?
A	Any staff involved in the project should be added to the budget based on the level of effort. The main applicant budget may also include fund transfer costs for the co-applicant in Syria and international flights for visits to the co-applicant.

Q	Can monitoring visits be included within the main applicant's budget?
A	Yes; however, the main applicant must justify the necessity of the visit in line with the project's duration and the nature of its activities.
Q	Should administrative costs be calculated as 7% of the total budget?
A	Admin costs are set at 7% for the main applicant and 2% for the co-applicant.
Q	Although a potential *Eigenanteil* (contribution) is mentioned in the budget template, what guidance can be provided regarding this?
A	The contribution of the co-applicant is optional, and co-funding is not required for TAKAMUL IV as it covers 100% of the costs.
Q	Is it necessary for lead applicants who applied for 100,000 EUR to distribute the budget equally among the co-applicants based on their roles?
A	No; the distribution of funds among co-applicants should correspond to their specific activities and roles within the project, provided this allocation is clearly justified and detailed in the proposal package.

Reporting and audit

Q	What official reporting mechanism must be used to notify GIZ in case of risks that could threaten project execution or entail project implementation delays?
A	In those cases, partners must officially notify their assigned GIZ focal point via written electronic correspondence. The notification must specify the nature of the risk, evaluate its projected impact on the project timeline (the exact delay expected), and detail immediate localized risk-mitigation measures. GIZ will then work closely with the partner to address these challenges depending on the case.
Q	Are local partners required to use a qualified accountant and approved software, and what accounting, reporting, and auditing standards must they follow?

A | As the primary grant holder, the main applicant bears full legal and financial responsibility for the project. Consequently, GIZ requires the main applicant to have experienced finance personnel and a dedicated accounting software system.

- Should you require further clarification, please contact the TAKAMUL team at takamul@giz.de.
- We look forward to receiving your application and wish you the best of luck.