

Urban Infrastructure Resilience Programme - Brazil Limited Call for Proposals Frequently Asked Questions (FAQ)

1. What is the Urban Infrastructure Resilience Programme (UIRP)?

The UIRP is an initiative by the Coalition for Disaster Resilient Infrastructure (CDRI) that aims to support cities in Low- and Middle-Income Countries (LMICs) and Small Island Developing States (SIDS) in enhancing the resilience of their urban infrastructure against climate-related hazards. This program is part of CDRI's broader mission to promote infrastructure resilience to climate and disaster risks.

2. Who is eligible to apply for this Call for Proposals (CfP)?

Eligible applicants include cities from Brazil. Eligible organizations include (a) UN agencies; (b) Non-United Nations Organisations (NUNO)- International Organizations, Multilateral and bilateral cooperation agencies and Non-Governmental Organizations. For NUNOs this Limited CfP is open only to organizations that have successfully completed the Harmonized Approach to Cash Transfer (HACT) micro assessment and Protection from Sexual Exploitation, Abuse and Harassment (PSEAH) assessments.

3. What types of projects are eligible for funding under this CfP?

Eligible projects must align with one or more of the following themes:

- Risk-informed urban infrastructure design and planning.
- Data for decision-making, including impact-based early warning systems.
- Support for resilient recovery of urban infrastructure.
- Resilient infrastructure and climate adaptation investment strategies, including nature-based solutions.

Projects should focus on sectors such as energy, social infrastructure (hospitals and schools), transportation, and water (supply, sanitation, and flood management).

4. What are the funding limits and project duration for this CfP?

A grant of maximum four hundred thousand US dollars (US\$ 400,000) is available for this CfP. The project duration must range from 12 to 24 months.

5. What are the primary objectives of this CfP?

The CfP has two primary objectives:

1. Enhancing access to and application of data, tools, and knowledge by Urban Local Bodies (ULBs) for improved infrastructure design, operation, and maintenance.
2. Increasing access to infrastructure finance through Multilateral Development Banks (MDBs) and other financial institutions.

6. What are the expected outcomes of the projects funded under this CfP?

The expected outcomes include:

- Risk-informed infrastructure planning and development.
- Integration of resilience into infrastructure operations and maintenance.
- Augmented financial resources for cities.
- Improved awareness and capacities among practitioners and stakeholders.

7. How should proposals be structured and what are the evaluation criteria?

Proposals should include:

- A rationale for the project, approach, methodology, expected outcome and outputs.
- Identify linkage /alignment existing or upcoming with city and national/ regional infrastructure investment pipelines, programmes or projects.
- An implementation plan, including a timeline, budget, and key stakeholders.
- A sustainability and mainstreaming strategy.

The evaluation criteria include organization qualification, project rationale, approach and methodology, expected outcomes, implementation plan, sustainability, and alignment with international commitments and goals.

8. Can a consortium of organizations apply?

Yes, a consortium of organizations can apply. However, one primary organization must be selected for financial transactions and contractual commitments.

The primary organisation can be (a) UN agencies; (b) Non-United Nations Organisations (NUNO)- International Organizations, Multilateral and bilateral cooperation agencies and Non-Governmental Organizations.

The primary organization (applicant) will undergo the due diligence process and assessments and if selected will be the signatory for the funding agreement. In such case, the applicant

organization retains full programmatic accountability for achieving the results and outputs of the approved project and full financial accountability for all funds disbursed under the project.

9. Are there any exclusions for this CfP?

Yes, the CfP will not support:

- Applications covering cities in non-member countries
- Construction, refurbishment, or operations and maintenance of physical infrastructure.
- Procurement of goods or tools as a primary purpose.
- Post-disaster needs assessments.

10. What is the application process?

Applications in the prescribed form, along with all required attachments, must be submitted to CDRI via email at urban@cdri.world . No other form of submission will be considered eligible.

11. What are the reporting requirements for successful applicants?

Successful applicants are required to provide:

- Mid-line and end-line outcome reports.
- Documentation of project implementation processes and learning.

Further details on the monitoring, and evaluation requirements and templates will be shared with selected applicants.

12. What kind of support can applicants expect during the proposal process?

CDRI provides templates for the letter of support, organization profile, workplan, budget, and PowerPoint pitch desk.

13. Is co-funding required for proposals?

Co-funding is not mandatory but may be considered favourably during the evaluation process, particularly if it enhances the project's financing potential.

14. How does the CfP align with global and national commitments?

Projects should align with and contribute to international frameworks such as the Sustainable Development Goals (SDGs), the Sendai Framework, and the Paris Agreement, as well as national and city-level initiatives.

15. What support is available for capacity building and knowledge sharing?

The UIRP emphasizes capacity building and knowledge sharing. Implementing agencies are expected to document project learnings and participate in knowledge-sharing sessions organized by CDRI or its partners.

16. What sectors and hazards are prioritized under this CfP?

The CfP prioritizes sectors like energy, social infrastructure, transportation, and water, with a focus on hazards such as extreme temperatures and water-related challenges (flooding, drought, water scarcity).

17. How will the proposals be selected?

Proposals will be evaluated based on their alignment with CDRI's vision, thematic relevance, expected impact, scalability, and potential for leveraging additional financing.

18. What if my proposal covers multiple cities?

Multi-city proposals are welcome, provided they align with the same theme or sector and are endorsed by the relevant urban local bodies or government agencies in each city.

19. How does this CfP contribute to long-term urban resilience?

The CfP aims to create replicable and scalable solutions that enhance the resilience of urban infrastructure in Brazil contributing to long-term sustainability and disaster risk reduction.

20. Can proposals include innovative solutions?

Yes, innovative solutions that align with the CfP's themes and objectives are encouraged, especially those that integrate nature-based solutions, advanced data analytics, or new financial mechanisms.

21. Can private sector entities apply for this CfP?

Private sector entities are not directly eligible to apply as the primary applicant. However, they can be involved as partners or collaborators in a consortium led by an eligible organization, such as United Nations, International Organizations, Multilateral and bilateral cooperation agencies or Non-Governmental Organizations.

22. What specific activities are considered eligible for funding under this CfP?

Eligible activities include:

- Development and integration of climate and disaster risk information into urban planning and infrastructure projects.
- Designing and implementing data systems for monitoring infrastructure services.
- Enhancing urban early warning systems.
- Developing strategies for resilient recovery and rebuilding of infrastructure.
- Promoting the adoption of nature-based infrastructure solutions.

23. What is the role of Urban Local Bodies (ULBs) in the CfP?

Urban Local Bodies (ULBs) play a crucial role in the CfP. They are expected to use data, tools, and knowledge to inform infrastructure development, manage and operate infrastructure systems during extreme climate events, and ensure resilient recovery. ULBs are often the primary beneficiaries of the technical assistance provided through the funded projects.

24. Are there any specific reporting formats or templates that applicants must follow?

Yes, applicants are required to use specific templates provided by CDRI for reporting purposes. These include templates for monthly progress reports, financial reports, outcome reporting, and Gantt charts. Successful applicants will receive these templates upon selection.

25. How does the CfP contribute to climate adaptation?

The CfP supports climate adaptation by funding projects that integrate climate risk information into urban infrastructure planning, promote the use of nature-based solutions, and enhance the resilience of infrastructure systems against extreme weather events. This contributes to reducing vulnerabilities and building long-term resilience in urban areas.

26. What is the significance of aligning proposals with international frameworks like the SDGs and the Paris Agreement?

Aligning proposals with international frameworks such as the Sustainable Development Goals (SDGs) and the Paris Agreement ensures that projects contribute to global efforts in building resilient, sustainable, and low-carbon urban infrastructure. This alignment also enhances the credibility and impact of the projects, making them more likely to attract additional funding and support.

27. Can proposals include capacity-building activities?

Yes, capacity-building activities are strongly encouraged. Proposals may include training for city officials, infrastructure managers, and other stakeholders on urban resilience, risk-informed planning, and the use of data and tools for decision-making. Building local capacity is essential for the sustainability and success of the projects.

28. What are the key considerations for developing a multi-city proposal?

For multi-city proposals, applicants must ensure that the project aligns with the same theme or sector across all cities. The proposal should be endorsed by the relevant urban local bodies or government agencies in each city, and the project should demonstrate how it will address common challenges and leverage synergies between the cities involved.

29. How can proposals ensure sustainability after project completion?

Proposals should include strategies for ensuring long-term impact, such as:

- Embedding project outcomes into city or national policies and frameworks.
- Building the capacity of local stakeholders to continue the work independently.
- Establishing partnerships with local organizations to maintain project initiatives.
- Creating mechanisms for ongoing monitoring and evaluation.

30. What types of risks should applicants consider in their proposals?

Applicants should consider risks such as:

- Delays due to bureaucratic processes or regulatory approvals.
- Challenges in data collection or access to required information.
- Coordination difficulties among multiple stakeholders in multi-city projects.
- Financial risks, such as cost overruns or funding gaps. Proposals should include risk mitigation strategies to address these challenges.

The applicants will also have to identify the mitigation measures to address the risks.

31. Can proposals focus on retrofitting existing infrastructure?

Yes, proposals can focus on retrofitting existing urban infrastructure to enhance resilience against future climate extremes. This could include strengthening buildings, upgrading water management systems, or improving energy distribution networks to withstand extreme weather events.

32. How can proposals leverage innovative financing mechanisms?

Proposals can explore innovative financing mechanisms such as:

- Blended finance models combining public and private investments.
- Municipal or green bonds to raise capital for resilience projects.
- Credit enhancement strategies to attract investment in climate adaptation.
- Parametric insurance for urban services, although funding from this CfP cannot be used for insurance payouts.

33. Are there any specific themes that are prioritized over others in this CfP?

While all themes are important, the CfP particularly emphasizes:

- Risk-informed urban infrastructure design and planning.
- Data-driven decision-making and early warning systems.
- Resilient recovery strategies.
- Climate adaptation investments, including nature-based solutions. Projects addressing these themes may have a competitive advantage during evaluation.

34. How does this CfP support nature-based solutions?

The CfP encourages the integration of nature-based solutions within urban infrastructure projects. This could include the use of green spaces for flood defense, the creation of wetlands to manage stormwater, or the restoration of natural ecosystems to enhance urban resilience. Projects that promote these solutions are highly encouraged.

35. Can proposals include cross-sectoral approaches?

Yes, proposals can and should adopt cross-sectoral approaches where applicable. For instance, a project might integrate water management with energy distribution systems or combine transportation planning with social infrastructure resilience. Such integrated approaches can provide comprehensive solutions to urban challenges.

36. How are successful proposals monitored and evaluated?

Successful proposals will be monitored through regular progress reports and outcome evaluations. Implementing agencies are required to report on key project developments, financial status, and the achievement of milestones. The Fund Management Unit (FMU) and Steering Committee will review these reports to ensure projects are on track and meeting their objectives.

37. What are the benefits of including co-funding in a proposal?

Including co-funding in a proposal, while not mandatory, can strengthen the proposal by demonstrating commitment from other stakeholders. Co-funding can also help leverage additional resources, expand project scope, and enhance the project's sustainability and impact.

38. What is the role of stakeholder engagement in the project implementation?

Stakeholder engagement is critical for the success of the project. Proposals should outline how they will involve key stakeholders, including local governments, communities, and private sector partners, throughout the project lifecycle. Effective engagement ensures that the project meets local needs and gains broader support.

39. Can proposals address infrastructure governance and policy development?

Yes, proposals can focus on strengthening infrastructure governance and policy frameworks. This might include developing new regulations, enhancing monitoring and evaluation mechanisms, or creating guidelines for integrating resilience into urban planning processes.

40. How can proposals ensure gender and social inclusion?

Proposals should include strategies for mainstreaming gender equality and social inclusion. This could involve:

- Ensuring equal participation of women and marginalized groups in project activities.
- Addressing the specific needs of vulnerable populations in infrastructure planning.
- Promoting gender-sensitive approaches in capacity-building and decision-making processes.

41. What are indirect/overhead costs that are allowed to be included in the budget, and what is the maximum allowable percentage for them in a project budget?

Indirect costs are general overhead and administration expenses that support the entire operations of the organization. For instance the organization's headquarters rent, utilities, equipment, and associated information systems; administrative staff such as HR, general finance, accounting, IT, and legal which are not directly engaged in project implementation. Indirect/overhead cost (administrative fee) is set at a maximum of 7% of the total project budget. Additionally, in case the grant has sub-recipients, the total indirect costs incurred to a project cannot exceed 12% of the total project budget.

42. Can my budget be more than the prescribed funding cap?

Proposal budgets must fit within the range specified in the CfP. Applicants seeking larger funding envelopes are encouraged to leverage UIRP support to secure co-financing, reduce the scope or duration of their proposed project or design stand-alone implementation phases or pillars.

43. Can I apply in my native language?

Applications are limited to English for this CfP.

44. Can national/ city governments or municipalities apply under UIRP Call?

Support from Governments/ Municipalities is essential for organizations to apply, However municipalities cannot directly apply.

Organizations that are eligible to receive funding under this CfP include: a. United Nations, b. Non-United Nations Organizations (NUNO): International Organizations, Multilateral and bilateral cooperation agencies and Non-Governmental Organizations.

Only eligible organizations mentioned above can register and apply for the Call. Please note: All proposals would require a letter of support to the applicant from the relevant city government in charge and/or from respective infrastructure management agency.

In case of NUNOs , its is mandatory that the organisation has Harmonized Approach to Cash Transfer (HACT) micro assessment report and Prevention of Sexual Exploitation, Abuse, and Harassment (PSEAH) assessment successfully completed within the last five years.

45. Can private organizations apply under UIRP Call?

Private Limited consulting firms are not eligible to apply as primary applicant in the Call. However, private firms can be part of a consortium.

46. Can one organization submit multiple applications?

Yes, eligible organizations can submit multiple applications.

47. Can the applicant organization contract some components of project deliverables?

Yes, applicant organization can contract out some of the deliverables, while retaining a central role of technical guidance and oversight. In such case, the applicant organization retains full programmatic accountability for achieving the results and outputs of the approved project and full financial accountability for all funds disbursed under the project. The implementation partner(s) can be government, private entities etc.

- **Partnering with other entities (including government)** -The applicant organization can select a third-party entity to carry out certain activities for selected deliverables using its own applicable selection and assessment policies and processes.

- **Partnering with private sector-** The applicant organization can contract a private sector entity to carry out certain activities for selected deliverables using its own applicable procurement / contracting policies and processes.

48. What are the procedures that will apply to successful Non-UN organizations (NUNOs)

The assessments required for NUNOs are: Harmonized Approach to Cash Transfers (HACT) risk assessment and Prevention of Sexual Exploitation, Abuse and Harassment (PSEAH) capacity assessment. Please note these are pre-condition for submitting a project proposal.

49. What are the activities to be included under each UNSDG Budget Category?

UNSDG Budget include 8 Categories.

- U1: Staff and other personnel - All related staff and temporary staff costs including base salary, post adjustment and all staff entitlements. Only your applicant organization staffing cost: Not the salaries of staff engaged through third parties.
- U2: Supplies, commodities, materials- All direct and indirect costs (e.g. freight, transport, delivery, distribution) associated with procurement of supplies, commodities and materials. Office supplies should be reported as "General Operating".
- U3: Equipment, vehicles, furniture - Including depreciation – includes IT hardware's
- U4: Contractual services - Services contracted by an organization which follow the normal procurement processes (consultancies, consultancy firms etc.)
- U5: Travel - Includes staff and non-staff travel paid for by the organizations directly related to a project.
- U6: Transfers and grants to counterparts- Includes transfers to government entities and any other transfers given to an implementing partner (e.g. NGO).
- U7: General Operating and other direct costs- Project rent, telecommunications, project finance charges and other costs directly attributed to the project. This includes Final Audit cost
- U8: Indirect costs – Supports the entire operations of the implementing organization.

Detailed guidance on categories is provided in the Budget excel template provided in the Submission Portal.

50. Does the UNSDG budget have to match the Result based budget. Or is the total project budget a cumulation of UNSDG budget and Result based budget?

The UNSDG Budget has to exactly match the Results based budget. They represent the same budget (total fund), just put forward in different ways. Under results based and UNSDG

category wise. In the results-based budget indirect cost (7%) has to be included under each budget line.

51. Can Universities apply as primary applicant under this Call?

The eligibility criteria for universities are as follows:

- Public universities are not eligible to be primary applicants
- Private for-profit universities are not eligible to be primary applicants
- A private non-for-profit research center or university is eligible, considering it is neither a government nor a private sector entity.

Non-eligible universities are encouraged to partner with eligible organisations and apply for the Call.

51. What are the supporting documents required by NGOs during the application stage?

The legal registration document that confirms and provides information/evidence that you are a not-for-profit NGO will be required for NGOs. In case of NUNOs, it is mandatory that the organisation has Harmonized Approach to Cash Transfer (HACT) micro assessment report and Prevention of Sexual Exploitation, Abuse, and Harassment (PSEAH) assessment conducted within the last five years. These documents will need to be submitted.

Additional information if any will be requested by CDRI to applicant NGO.

Note: if you have any questions, please feel free to contact the CDRI Secretariat UIRP team at email: urban@cdri.world

Working hours are Monday to Friday, 9.30 am to 5.30 pm Indian Standard Time (IST)

Note:

- “Participating Organization” is designated organization that has become the principal recipient/principal grantee of the Fund. In the application stage referred to as ‘Applicant’.
- “Implementing Partners” designate entities that would be sub-contracted by Participating Organization to deliver specific results as sub-grantee. In the application stage referred to as ‘Partner/Partner Organization(s)’.