



Clarification No 1 to the Call for Proposals for Responsible Parties within the scope of Strong Civic Space for Equality and Women's Empowerment Project - Phase II " launched on 1 December 2025 with the deadline of 5 January 2026 Türkiye midnight time

CFP – TUR – 2025 – 01

Clarifications in response to questions received via e-mail between 1 December and 15 December 2025 and during the information meeting held on 10 December 2025.

Please note that UN Women does not respond to individual emails; all queries are received and after categorization and anonymization (for protection of applicant's identity and data) responses are announced on the UN Women website.

Submission of Applications

Query 1:

- a. Could you please share the application form and relevant application documents?
- b. Could you send the link of the recording of the Information meeting?
- c. Could you advise whether our organization and proposed project are eligible under this call?
- d. Would it be possible to arrange a meeting or online discussion to further discuss our project and its alignment with the programme?

Answer 1: Please note that UN Women is not in a position to send documents directly to organizations. All required documents, including application forms, are available at the following address:

<https://eca.unwomen.org/en/programme-implementation/2025/12/call-for-proposals-for-partner-agreements-for-civil-society-organizations-under-the-strong-civic-space-for-equality-and-womens-empowerment-project-cfp-tur-2025-01>

Please click on the CfP documents link to access the word and pdf versions of the applications. All annexes are also in the main document.

At this stage, UN Women is not in a position to assess applicants' eligibility or to hold meetings to discuss project ideas or eligibility.

There is no recording of the information meeting held on 10 December 2025, the presentation of the meeting is available at the following address:

https://eca.unwomen.org/sites/default/files/2025-12/cfp_tur-2025-01_info_meeting_-_30.12.2025.pdf



Query 2: How will the applications be submitted?

Answer 2: All applications should be sent by email to the following secure email address:
turkiye.cfp@unwomen.org

Proponents are reminded to indicate the Call for Proposal's number and the name of their organization in the subject section of the email they sent to turkiye.cfp@unwomen.org. (Example: Submission of Proposal CFP – TUR – 2025 – 01 - CSO Name)

Submission of documents via file-sharing platforms with expiring links (e.g., WeTransfer) is not recommended, as this may lead to accessibility issues after the link expires. Please use more permanent and secure methods for document submission. Proponents may submit their documents in multiple emails, provided that each email is clearly labeled (e.g., 'Part 1 of 2,' 'Part 2 of 2') to ensure proper organization and identification.

Eligible Applicants and Eligible Activities

Query 3: Who are eligible to apply to the Call for Proposals?

- a. Are chambers of commerce and industry eligible to apply to Call for Proposals?
- b. Are trade unions eligible to apply to Call for Proposals?
- c. Are universities eligible to apply to the Call for Proposals?
- d. Are individuals eligible to apply?
- e. Are cooperatives eligible to apply to the Call for Proposals?
- f. Are City Councils eligible to apply to the Call for Proposals?
- g. Are microfinance institutions operating under foundations and economic enterprises eligible to apply?

Answer 3: The applicants must be associations or foundations legally established and operating in Türkiye for **at least five (5) years as of 24 January 2025**, which is the deadline for applications to this Call for Proposals. Chambers of commerce and industry are not eligible to apply under this Call for Proposals. City Trade unions are not eligible applicants under this Call for Proposals. Cooperatives are not eligible to apply under this Call for Proposals. Women entrepreneurs' councils under the chambers of commerce and industry are not eligible to apply under this Call for Proposals. Private or public universities are not eligible applicants under this Call for Proposals. City Councils are not eligible applicants under this Call for Proposals. Microfinance institutions operating under foundations or economic enterprises are not eligible applicants under this Call for Proposals. Individuals are not eligible applicants under this Call for Proposals.

Query 4:

- a. Our work and experience in the field of women's rights longer but our association will only complete 3 years in February 2026. Will our experience be considered, or will we be disqualified because the association hasn't completed 3 years?



- b. Our organization's Chair of the Board is a woman, and we apply the principle of equal representation in our governance and decision-making processes. Based on this, would we be considered eligible under the Call for Proposals?

Answer 4: UN Women is not in a position to respond to specific questions with regards to eligibility of the applicants. Please note again, applicants must be associations or foundations legally established and operating in Türkiye for at least five (5) years as of 5 January 2026, which is the deadline for applications to this Call for Proposals. In exceptional circumstances three (3) years of history registration may be accepted and it must be fully justified with the past experiences. These provisions will be strictly observed by the Evaluation Committee.

As stipulated in the Call for Proposals, will prioritize proposals from women's rights, women-led and youth-led organizations that demonstrate strong linkages between youth empowerment, online safety, and gender equality advocacy. To be considered a "women's rights organization", the organization must demonstrate that its core work is in the field of women's rights, gender equality, the elimination of violence against women and girls, gender and climate, or women's economic empowerment. To be considered a "youth-led organization", the organization must demonstrate that young people (typically aged 15–30) hold a majority of leadership and decision-making positions, and that its core mandate, governance, and programming are driven by youth priorities, leadership, and meaningful participation. To be considered a "women-led organization", the organization must demonstrate that it is governed and led by women. This requires evidence that a minimum of 51 per cent of leadership positions across various decision-making levels in the organization, including in management, senior management and board levels are held by women.' . The organization's official documents (Statutes of the Association or Charter of Foundation-*Dernek Tüzüğü/Vakıf Senedi*), mission and vision statements must reflect its commitment to pursuing gender equality and empowering young women and girls.

Proponents should carefully review the indicative areas of intervention specified in the Call for Proposals. Applications that do not fall within the scope of the Call cannot be considered as eligible.

Query 5:

- Are joint applications with a co-applicant permissible under this call?
- Is one organization required to act as the lead applicant, or can both organizations apply as equal co-applicants?
- Regarding the budget structure, does the programme allow for budget distribution between co-applicants, or must the full budget be allocated to a single lead organization?
- Is it possible to establish partnerships and/or collaborations with other institutions after the project is approved?
- Is it mandatory to formalize all intended partnerships through protocols at the application stage?

Answer 5: One organization must apply as the sole lead applicant (Partner) and will remain fully responsible and liable for the implementation of the project and achievement of results. Other organizations may be engaged only as sub-partners, not as equal co-applicants. Co-applicants or



joint applicants are not permitted under this call. The full budget must be allocated to the lead applicant. The lead applicant may allocate portions of the budget to sub-partners in line with its own financial rules and procedures, subject to UN Women's approval. UN Women does not enter into contractual arrangements with sub-partners, and financial accountability remains with the lead organization. It is up to the proponents to agree on the terms and conditions of the partnerships. The terms and conditions of the partnerships need to be clearly demonstrated in the proposals with justification of work and budget allocation for the effectiveness and necessity of the service which will be assessed by the Evaluation Committee. Moreover, the proposal should clearly demonstrate the inputs and division of work among partners.

Applicants may submit "letters of intent" or other documents indicating partners' intention to collaborate; submission of protocols is not required at the application phase. However, the proposal should clearly demonstrate the inputs and division of work among partners in the application phase.

Query 6: Which activities are eligible for this call?

Answer 6: The applicants should submit innovative, transformative, and evidence-based proposals focusing on empowering young women's civic and political engagement, engagement in decision making mechanisms and preventing technology-facilitated violence against women and girls in public life. The eligible activities are outlined in the call for proposals: <https://eca.unwomen.org/en/programme-implementation/2025/12/call-for-proposals-for-partner-agreements-for-civil-society-organizations-under-the-strong-civic-space-for-equality-and-womens-empowerment-project-cfp-tur-2025-01>

Financial Management and Budget

Query 7: Are the audit reports requested for the last three years mandatory? Are they expected to be independent (external) audit reports, or are internal audit reports acceptable?

Answer 7: Audit reports are mandatory. If available, internal audit reports may be submitted; if not, independent (external) audit reports should be provided. Reports signed by a certified public accountant or financial advisor are preferred. In the absence of internal audit reports, statutory audit reports for associations or foundations may also be submitted.

Query 8: Is there a specific criterion regarding the applicant organization's average budget over the last three years?

Answer 8: There is no specific criterion. The applicant is requested to submit its financial statements for the last three years, which will be reviewed to assess the financial capacity of the applicant.

Query 9:

- a. What is the minimum and maximum amount that can be requested as a support for project implementation?



- b. Can we submit the budget in US Dollars or Euros?
- c. What will be the exchange rate for USD-TRY for the application?

Answer 9: The budget range for this proposal is equivalent to minimum USD 100,000 and maximum USD

130,000. Budgets must be prepared and submitted in Turkish Liras. However, the USD amount of the

budget lines should be also specified in another column (Please see Budget template in the CfP). For the calculation and assessment of budget amounts, please refer to the UN Operational Rates of Exchange at the date of submission, available at: <https://treasury.un.org/operationalrates/OperationalRates.php> The exchange rate may change, and any changes are reflected on the 1st and 15th of each month. When applying to this call, the exchange rate as of 1 January 2026 should be taken into account.

Query 10:

- a. Is it eligible to include office rent of the CSO in the project budget?
- b. Is it eligible to include office costs such as electricity, internet etc.?
- c. Is it eligible to include the cost of the project writer in the project budget?

Answer 10: Please read the CfP document carefully for eligible costs.

- a. Office rent will only be accepted in proportion to the percentage of project staff covered under this project budget.
- b. Office costs can be covered from the support cost budget item.
- c. Project writer will not be accepted since this cost has been actualized before the signature of the agreement.

Documents to be Submitted

Query 11 Is there a template for the budget to be submitted?

Answer 11: The budget format is provided in the application form. Submitting the budget as an Excel file is strongly encouraged, as it facilitates the review process. Applicants shall prepare their budget in Excel in accordance with this format, ensuring that it is detailed, includes clear breakdowns and formulas, and provides explanations for each budget line.

Query 12: Is it necessary to complete the partnership agreement templates at the application stage of the Call for Proposals?

Answer 12: The partnership agreement template is provided for reference purposes only, to allow applicants to review it in advance. Applicants are not required to complete or submit it at this stage.

Query 13: Is it possible for the supporting documents to be in Turkish or should we translate them into English?

Answer 13: The supporting documents (*Faaliyet Belgesi, Demek Tüzüğü, Vakıf Senedi* etc.) can be submitted in Turkish. However, application documents will be in English and the partner agreement and reporting process will be in English.



Query 14: Could you please clarify how two references should be presented? Can the reference letters be from international organizations?

Answer 14: Two references (individuals or representatives of organizations) who are familiar with your work should be presented. They may include institutions you have worked with in previous projects, such as United Nations agencies, donor organizations, private sector entities, public institutions and similar organizations.

Other questions:

Query 15:

- a. Our organization carries out its work through the active participation of women members on a voluntary basis and currently does not employ full-time professional staff. To what extent will the absence of existing professional staff be considered when assessing the organization's institutional capacity to implement the proposed project activities?
- b. How binding are the CVs of key personnel submitted at the application stage, and if the project is approved, would it be acceptable to engage alternative personnel with similar qualifications at the time of contract signing?

Answer 15: UN Women is not in a position to respond to specific questions with regards to assessment of the applications. However, the applicant has to show that it has the financial and technical capacity to implement the project. Financial capacity refers to the organization's ability to manage and sustain the financial requirements of the project, while technical capacity refers to the organization's ability to deliver the project effectively. This includes having qualified and experienced staff, relevant expertise, operational systems, and access to necessary tools, technology, and infrastructure to implement the activities as planned. If the organization works only with volunteers, the capacity of the volunteers should be clearly demonstrated and justified with regard to its technical capacity. Engaging alternative personnel at the time contract signing is not preferable but if it is done, it should be fully justified.

Query 16: Does having an ongoing UN Women-supported project prevent an organization from applying for this call for proposals?

Answer 16: Organizations that are currently implementing another UN Women project as a Partner are eligible to apply under this Call. However, organizations that are implementing a Small Grant must complete the Small Grant contract period before commencing implementation of a project under this Call. This requirement is due to the distinct nature of the two funding modalities, as a CSO cannot hold a Small Grant Agreement and a Partnership Agreement with UN Women concurrently.

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