



Eligibility for Project Application

Funding provided by APFNet is taken as grant. Only the projects that meet eligibility criteria below can be rewarded the grant.

Eligible applicants

In order to be eligible for a grant, an applicant must be:

- A legal person or an entity with corporate capacity;
- Based in APFNet member economies or a member organization of APFNet;
- Directly responsible for the preparation and implementation of the project with their partners, not acting as an intermediary;
- Able to demonstrate their administrative and financial experience and capacity to manage activities in sustainable forest management and rehabilitation according to the scale and budget of the proposed project.

(The above information must be included in or annexed to the project concept note.)

Eligible partners

Applicants should act with partner organizations as specified hereafter, creating a balanced partnership:

- Partnerships should be comprised of governmental agencies or non-profit organizations including but not limited to NGOs, international organizations, industry associations, universities, research institutes;
- Partners participate in designing and implementing the project, providing technical and expertise supports to the project;
- Each member of the partnership must have a precise and clearly defined role in the grant application form for the implementation of the project. The partnership should be composed in such a way to achieve the project objectives most effectively and efficiently;
- Applications in which all members of the partnership contribute financially to the project are particularly welcome;
- Subcontractors are not partners, and are subject to the relevant rules set out in the Agreement or local law.

Eligible projects

- The proposed project is composed of a series of coherent activities;
- The expected duration of the project cannot exceed 36 months;
- Project concept notes/proposals should follow the Project Concept Note/Proposal Format of APFNet;
- The project concept notes/proposals which are not covered by any priority established by APFNet will not be considered. The main problems to be addressed by the project must be articulated in the project concept notes/proposals;

- Project concept notes/proposals in which innovative approaches of ensuring implementation of sound forest policies and project concept notes/proposals which require cross-sector cooperation are encouraged;
- An applicant may submit more than one concept note/proposal at one time. However, only one proposal can be considered.

Eligible costs

- Eligible costs must be actually incurred costs with supporting documents and in line with the project budget. In addition, the eligible costs must meet all the following criteria:
 - Be incurred during the implementation of the project as specified in the Agreement;
 - Be indicated in the estimated overall budget of the project;
 - Be necessary for the implementation of the project which is the subject of the grant;
 - Be identifiable and verifiable, in particular being recorded in the accounting records of the applicant and determined according to the applicable accounting standards of the applicant's economies/region and the usual cost accounting practices of the applicant;
 - Be reasonable, justified and comply with the requirements of sound financial management, in particular use of grant.

- **Counterpart Contribution**

Any contribution in kind, which must be listed separately in Annex, does not represent actual expenditure and is not eligible cost. The contributions in kind may not be treated as co-financing by the applicant.

The cost of staff assigned to the project by the applicant is counterpart contribution to the Project.

APFNet may accept contributions in kind, if considered necessary or appropriate. In such cases, the value of such contributions must not exceed:

- The costs actually borne and duly supported by accounting documents;
- The costs generally accepted on reference market;

Contributions involving real estate shall be excluded from the calculation of the amount of co-financing.

The counterpart contributions should not less than 20% of the total budget of the project.

- **Ineligible costs**

The following costs are not eligible:

- debts and provisions for losses or debts;
- interest owed;
- items already financed in another framework;
- purchases of land or buildings;
- currency exchange losses;
- taxes, including VAT;
- credit to third parties.