



Mink'a de Chorlaví Fund 2009 Call for Projects

Official Regulations as of July 20, 2009

Future modifications to these Regulations after July 20, 2009, will be published on the Chorlaví Group website (www.grupochorlavi.org)

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I. ABOUT THIS DOCUMENT AND OTHER COMPLEMENTARY TEXTS

1. These Regulations of the Mink'a de Chorlaví Fund, hereinafter, the Fund, establish the rules and procedures for the Fund's Call for Projects and the execution of projects it will co-finance. The official version of this document is published at Chorlaví Group's website (www.grupochorlavi.org), including any modifications that may be deemed necessary by the Group's Committee.

II. OBJECTIVE

2. The Mink'a de Chorlaví Fund is a mechanism for an annual call for projects of the Chorlaví Group with the objective of financing systemization or investigation projects related to the innovative transformation of institutions and/or production in Latin American rural societies, within the framework of a social learning cycle. A social learning cycle is understood to be a set of activities involving systematization, critical reflection, dialogue, communication and documentation, among other activities that, through a systematic, analytical and integral process, is aimed at providing the answers to the questions formulated on a specific and relevant issue.

III. CALL STRUCTURE

3. The Mink'a de Chorlaví Fund Call for Projects comprises two stages: selection of project profiles and selection of systematization final projects. In the first stage, 20 profiles will be pre-selected from which the responsible institutions will elaborate a systematization final proposal. The Fund resources will be allocated in score order under the criteria set forth below, but it also will consider the proposal potential to contribute to the understanding of the selected topic in the region. However, it will aim at ensuring the maximum geographic representation and type of organization, considering the criteria mentioned below. The deadline for each stage is specified in the section "Deadlines" herein.

IV. ELIGIBLE ORGANIZATIONS

4. All bids must necessarily include a Coordinating Organization and can also include (this is not mandatory) one or more Co-executing Organizations. The Coordinating Organization (i) represents before the Fund, the group of organizations that will design and implement the project (ii) signs the Agreement if awarded the bid, and consequently, is legally responsible for its execution, (iii) receives matching resources contributed by the Fund manages and accounts for them, and (iv) submits reports
5. Any public or private organization existing as a legal entity in any Latin America or Caribbean Country can participate. The Coordinating Organizations for each project cannot be for profit entities. However, these organizations can participate as Co-executing Organizations.

6. The same organization, participating as Coordinating Organization, can only be awarded one project per Call. If the same Coordinating Organization submits two or more projects to the same Call, but only one of them can be chosen to enter the second stage of the preparation of the final systematic proposals. However, the same organization can participate as Co-Executing Organization in as many projects as it deems convenient. The same organization can be the Coordinating Organization of one project and Co-Executing Organization of one or more additional projects.

V. OBLIGATIONS OF THE PARTICIPATING ORGANIZATIONS ANSWERING THE CALL

7. Organizations participating in the Fund's Call for Projects, either as project coordinators or co-executors, are bound as participants to comply with these Regulations, in the Call and in future Agreements that will be signed for carrying out the project. Above all, these organizations commit to carrying out the projects in accordance with the bid submitted for the Call and to participate actively in the activities concerning comparative analysis and communication of results that will be carried out as part of the social learning project cycle.

VI. RECEPTION OF QUERIES

8. Once the Regulations and the Call for Projects have been published and within 10 days before the deadline for submitting of bids, interested parties can send their queries and request for clarifications on specific aspects of the Regulation or the Call. Queries must be sent to the address indicated on the Group's Website and at the end of these Regulations. The queries and their answers will be published on the Group's Website.
9. Each social learning cycle has an advisor that guides the selected projects along the process. This advisor could also be consulted about your application doubts at the same address cited on the Website.
10. Queries requesting the Group's opinion on a particular bid's eligibility, contents or quality will not be answered

VII. PROJECT'S PROFILES FORM

11. The proposals in the 'profile' stage must be submitted in the following format:
 - (a) Title Page. including (i) title of the project; (ii) full name, acronym and country of the project's Coordinating Organization; (iii) complete name of person in charge of the bid in the Coordinating Organization, as well as his/her address, telephone, fax and e-mail address; (iv) if applicable, the full name, acronym and country of each projects Co-Executing Organization.
 - (b) Description of the experience which points out the main background information and its most relevant characteristics regarding the main subject of the Call, besides explaining why is important to carry out the proposal and for whom (500 words maximum).
 - (c) Justification of how is the experience related with the Call's topic, what is the systematization question and what particular dimensions or aspects of the experience will

the project be focused on to answer the question (for example: development of organizational aspects, trade, social aspects and support networks, etc.) (500 words maximum).

- (d) Global budget and project duration. The budget must be prepared in dollars of the United States of America. It must be taken into consideration that there is a maximum financing budget of US\$ 15,000 for projects in one country, or US\$ 20,000 for projects in two or more countries. The global budget is to be indicated as well as the Fund's contribution and other financial sources taken into consideration. The duration of the project must not surpass 12 months.
- (e) Presentation of the Coordinating Organization, Executing Organizations and Systematization Team: indicate the legal status of the coordinating organization and elaborate a short description of the experience or of the participating organization and research teams dealing with the topic of the Call. (300 words maximum).
- (f) The profile will have a total of 1.300 words, not counting the title page, global budget and project duration. Profiles surpassing the maximum number of words will not be accepted.

12. Profiles may be submitted in Spanish, Portuguese, English or French. If the project's profile is sent via air mail or courier it must include a printed copy and a computer file, in 3 1/2" floppy disk or CD ROM. If sent by e-mail, one or more attachments to the computer file the main document.

13. The deadline for submission of project's profiles is Monday, September 21, 2009, at 13:00 PM, Santiago, Chile time.

VIII. EVALUATION OF PROFILES ACCORDING TO ELIGIBILITY CRITERIA

14. The Group's Coordination Team will carry out the eligibility evaluation of the profiles. If the number of profiles justifies it, the Team can have the additional support of experts on the subject in order to keep the established deadlines mentioned later. Eligibility will be determined by the evaluation of the following criteria:

- a) The profile must comply with the presentation format. All profiles must include the information required with the corresponding extension..
- b) The Fund's total co-financing amounts within the indicated limits.
- c) Total duration of the project under 12 months.
- d) Type of Coordinating Organization. The organization acting as project coordinator must be legally registered in a Latin American or Caribbean country and not act as a for-profit private company.
- e) Profile on Call topic. Background, and justification of the project indicate that bid complies with the terms of the Call for Projects.
- f) Profile matches the Group's initiatives. The Profiles must correspond to initiatives of experiences systematization (political, public or private investments, programs, projects, etc.) dealing with the topic of the Call for Projects. Profiles not eligible will be those that have as main objective academic research or those that really are development action profiles lacking a main and central component of experience systematization.

15. Profiles will be automatically disqualified if they fail to meet a single eligibility criterion

IX. MERIT-BASED EVALUATION OF PROFILES

16. All eligible profiles shall be read and evaluated by anonymous reviewers under the supervision of the Group's Coordinating Organization.

17. The merit of each bid will be established according to the following criteria:

- a) The description of the experience must be clear, coherent and focused on the relevant aspects of the central topic of the Call. It also must establish why and for whom this project is important. 15 points maximum.
- b) The relation between the proposal and the central topic of the Call must be well justified; the systematization question and the particular dimensions or aspects of the experience in which the project will be focused on must be clearly formulated in order to answer the question. 15 points maximum.
- c) The Coordinating Organization and the Executing Organizations, as well as the systematization team, must have practical experience and/or experience in research in the subject of the Call. 10 points maximum.

18. The selection will be done in strict order of merit according to the final score achieved by each profile. However, the criterion of priority may be omitted according to total score to achieve better balance among the different geographical regions of Latin America and the Caribbean and to favor the inclusion of Rural Organizations and Social Organizations. The Group's Coordinating Organization may that attribution effective as long as the difference in the total score of the two or more projects under discussion in the selection stage is less than or equal to 5 points.

19. To guarantee an equitable distribution between the type of organization that submit a proposal, the Group will choose and evaluate the proposals according to the type of organization: grassroots organizations, NGOs, foundations, academic institutions and research institutes.

20. Twenty profiles will be selected; same that will be disclosed in a maximum of 4 weeks after the closing submission date. The revision team composed by the members of the Group's Coordinating Organization will make suggestions to each selected organization, if they require it, to be taken into consideration in the elaboration of the final proposal, including more comprehensible aims related to the participation of the organizations, local governments and other actors in the systematization process. In this second stage it is authorized to include new co-executors. Likewise, changing of co-executing organizations from the profile stage will not be allowed; which is considered reason for elimination.

21. Once the organizations are notified of the pre-selection, they can be assisted by a virtual tutor, whom will be the facilitator in the learning process. An electronic consultation system will be arranged so that the pre-selected organization may ask specific questions to the facilitator for the preparation of the final project. These consultations do not include a total revision or evaluation judgments of the proposals. The tutor will be someone unrelated to the profiles' selection committee and will not participate in the proposals final selection process.

X. FINAL SYSTEMATIZATION BIDS FORM

22. The selected profiles of the project in the previous stage must be submitted in the following format to present the final systematization proposals:

- (a) Title Page. Including a page with (i) title of the project; (ii) full name, acronym and country of the project's Coordinating Organization; (iii) complete name of person in charge of the bid in the Coordinating Organization, as well as his/her address, telephone, fax and e-mail address; (iv) if applicable, the full name, acronym and country of each projects Co-Executing Organization
- (b) Executive Summary. The summary must include a summary of: (i) justification of the project (Why is it important to carry out this project?); (ii) its direct and indirect beneficiaries (Who is interested in the project?); (iii) objectives and expected outputs (What results are expected from the project?); and (iv) methodology (How will these results be achieved?). Likewise, the total cost of the project and the total matching funds requested from the Fund in US dollars will be indicated in a brief paragraph, as well as the total period of time, in months, planned for the execution of the project. Finally, the last paragraph of the executive summary must include the names of the Coordinating and Co-Executing Organizations, their country of official record and whether or not they are non-profit private organizations.
- (c) Background and Justification. Four questions that must be answered in this part of the proposal: (i) Why and for whom is this project important?; (ii) What is the background to this project? (studies or existing development projects, political or social events that motivate or make research urgent, etc.); (iii) How does this project complement or add value to other ongoing projects and initiatives?; (iv) How is the project clearly and directly related to the Topic of the Fund's Call for Projects?
- (d) General and specific objectives. The general objective refers to the broader development purpose to which the project will contribute. Specific objectives are the results or outcomes or effects that the project will directly produce.. Specific projects must be planned in the most concrete and direct possible way and must be verifiable. In order for the project to be declared eligible and evaluated, the general objectives and specific objectives must be clearly and directly related to the "Project Guiding Questions" shown in the 2009 Call.
- (e) Project methodology. This section of the document-project must answer the following question: How are the general and specific objectives of the project going to be achieved? The methodology must be presented in various sections, each dealing with one of the specific objectives. For each specific objective, the bid must clearly describe: (i) methods to be used (for example "in order to attain the specific objective of analyzing the productive resources controlled by women, the Participative Rural Analysis will be used..."); (ii) the main activities to be carried out or the tools that will be used (e.g., an activity can be: "A workshop will be held with a group of 10 community women and physicians to identify the main causes of child malnutrition in the area..." The tool applied can be: "An opinion survey among all extensionists that work in the area"); (iii) who will carry out each of the activities? (for example, evaluating the results of Traditional Tillage Method Trials carried out by Peasant Monitors together with NGO technicians"); and (iv) Results and final or partial outcomes obtained during each activity or set of activities (for

example, "Community Resources Maps will be obtained according to gender and age of village community members"). It is useful to include the following type of methodology summary table:

Specific objective	Method	Main Activities	Participants	Results or outcomes

- (f) Schedule. A table or diagram indicating the beginning and ending months of the main activities, and the month when the main outcomes will be available. The project (including the final reports) must be ready not later than 12 months after the signing of the agreement.
- (g) Budget. The budget must be prepared in dollars of the United States of America. The following is the required budget form:

EXPENDITURE ITEM	In US Dollars for the duration of the project		
	FUND CONTRIBUTION	OTHER CONTRIBUTIONS	TOTAL
Personnel			
Operation expenses			
Investments	0.00		
Administrative expenses	Maximum 10% of personnel and operations		
Contingencies	Maximum 5% of operation expenses		
Total	Maximum US\$ 15,000 for projects in one country, or US\$ 20,000 for projects in two or more countries.		

- (i) Personnel include salaries and wages, fees and the corresponding taxes, social security, etc.
- (ii) Operation Expenses include direct costs of all goods and services required to carry out the project activities, except investments.
- (iii) Investments include costs of all movable and real estate property to be purchased to meet the project's direct needs. It includes purchase of vehicles or computer or audiovisual equipment. The Fund will NOT provide funds for financial investments.
- (iv) Administrative Expenses include costs of direct or indirect support services required by the project (office, accounting, secretarial backup, electric power, documentation or library services, etc.)
- (v) Contingencies may run to a maximum 5% of operations. The project coordinator can earmark these monies to Personnel or Operations without Fund authorization. Their use or allocation must be explained ex post in the project's financial report.

- (vi) "Other Contributions" includes expenses financed by participating institutions in the project and/or those that will be financed by other sources.
- (vii) The total contribution requested from the Fund must be equal to or under US\$ 15,000 for projects to be implemented in one country, or US\$ 20,000 for projects to be implemented in two or more countries.

(h) Annexes. The project will include two annexes: (i) Annex on Institutional Experience of the participating organizations, describing the experience of participating institutions or entities since January 2000. (ii) Annex with the Curriculum Vitae of the Personnel that will participate in the project (no more than three pages long).

23. Project proposals may be submitted in Spanish, Portuguese, English or French

24. The total length of the proposals including cover page and all annexes must not exceed 15,000 words (approximately 30 pages). The Fund reserves the right not to accept or process proposals exceeding this limit..

XI. RECEIPT AND DEADLINE FOR SUBMISSION OF BIDS

25. The coordinating organizations of the selected profiles will submit their bids and any annex required in the tender documents to the address given at the end of these Regulations, within the term set forth in the section below. Receipt after the deadline, or incomplete proposals, will provide sufficient grounds to disqualify the bid. No technical, physical, legal or administrative impediment affecting the candidate will be accepted as grounds to avoid disqualification of the bid, even if due to force majeure and against the candidate's will.

26. The deadline for submission of bid and all attached documents is Thursday, December 10, 2009, 13:00 PM, Santiago, Chile time.

27. Proposals must include the following documents in order to be received and admitted to the Call:

- (a) Document-Project and annexes: If sent by air mail or courier, a printed copy and a computer file, in 3 1/2" floppy disk or CD ROM, of main document and annexes. If sent by e-mail, one or more attachments with the file containing the main document and annexes.
- (b) Letter of Undertaking of Coordinating Organization: The letter of undertaking must indicate: (i) That the organization identified with its full name, commits itself to sign the respective agreement and to implement the project if winning the award; (ii) that the organization commits itself to contribute to the project's financing as established in the bid's budget; (iii) that the organization knows and accepts the terms of the Regulations and the Mink'a de Chorlaví Fund Call for Projects; and (iv) the organization's legal status and official country of record, clearly expressing that said organization is a non-profit private organization. This letter of undertaking must be signed by an authorized representative to make commitments on behalf of the organization. Original copies of the letter of undertaking must be included if the proposal is sent by air mail or courier. If sent

by e-mail, the letters can be sent by fax together with a cover letter clearly indicating the corresponding bid.

28. The bids and their annexes must be submitted in electronic files supported by Word 2000, for PC. Do not include tables, images or graphics increasing the size of the file above 500 to 700 kilobytes. Furthermore, to be evaluated, the bids must have a complete documentation as set forth in the Regulations, including: (i) main document in the format indicated in these Regulations; (ii) annexes to the main document; and (iii) letter of undertaking of the Coordinating Organization of the proposal.

XII. MERIT-BASED EVALUATION OF BIDS

29. The bids will be read and evaluated by at least two anonymous reviewers.

30. The merit of each bid will be rated in accordance with the following criteria:

- (a) The general clarity and quality of the proposal. This factor shall be measured taking the following aspects into account: (i) the project must be well justified. The problem or issue addressed must be clearly and directly dealt with in the section “Background and Justification” of the proposal; (ii) the project’s direct and potential beneficiaries should be clearly and directly identified in the section “Background and Justification” of the proposal. In other words, what social sectors and/or agents and/or decision-makers have interest in the project and why; (iii) the purpose of the project must be clearly stated, that is, specific objectives, outcomes and results must be clear, concrete and verifiable; (iv) the project’s methodology should be clear and intended to achieve specific systematization-related objectives. It must include a sequential process and a critical reflection based on one or more development experiences, address a question or pre-identified concern, involving local actors and aimed at generating lessons learned to help improve the action itself as well as to contribute to expand knowledge; (v) the project should have internal coherence. There must be a direct and logical relationship between the problem addressed by the project, the general objective, the specific objectives, the methodology, outputs and results, schedule and budget. **A top score of 15 points will be awarded under this criterion.**
- (b) The innovative nature of systematized experience(s) and its (their) potential important lessons. The Group aims at favoring applied research and research-action projects systematizing concrete development experiences introducing innovative strategies, approaches, concepts, methods, types of organization and other aspects of public interest. Simultaneously, proposals systematizing experiences of major interest for Latin America will be favored. They must have the potential of showing conclusions, recommendations and lessons learned of use for a significant number of agents involved in other development experiences. **A top score of 20 points will be awarded under this criterion.**
- (c) Treatment of the equity issue among different population sectors involved in the experience that will be systematized through the project, including rural men and women. Consequently, the Group will prioritize project proposals with an explicit and direct treatment of the equity issue, that is: (i) referred to experiences in traditionally poor and

marginalized rural territories in Latin America and the Caribbean which were expressly thought and designed taking into account equity considerations in rural populations (e.g., in which design a gender or ethnic equity approach was applied); and/or (ii) that, within the analysis of determining factors of the process's results or effects, explicitly include variables or phenomena referred to equitable access of different rural sector populations to development opportunities; and/or (iii) that, within the analysis of the experience's effects and results, includes the consideration of distribution of such effects and results among different rural population sectors. **A top score of 16 points will be awarded under this criterion.**

- (d) Experience of the team executing the project on carrying out systematization, applied research and research-action projects. This includes both institutional experience and the experience of individuals that have an important role in the project. The purpose is to ensure that Coordinating Organization and individuals participating in the project have experience in projects or activities related to the Call's subject. **The top score for this criterion is 16 points.**
- (e) Focus of Attention.. The Fund prefers to support projects executed in or directly benefiting territories with a high incidence of rural poverty and high incidence of natural resource deterioration processes. Likewise, a higher score will be assigned to projects implemented together with or directly benefiting traditionally excluded social sectors, such as women, extreme poverty strata, native or Afro-American communities, young people. **A top score of 10 points will be awarded under this criterion.**
- (f) Relationship between complementarity and "added value" of the proposed project with respect to other ongoing activities and projects carried out by participating organizations. In order to apply this criterion, the project must clearly represent an additional and different action, yet complementary, to ongoing ones and not just an increase in the amount or intensity or coverage of activities underway or already foreseen. **A top score of 10 points will be awarded under this criterion.**
- (g) Collaboration and cooperation in diversity.. The Group is interested in promoting cooperation and dialog among various organizations. This diversity occurs when organizations come from different countries (or different regions in Brazil, Mexico and Argentina); when they focus on different topics (for example, micro-credit and the preservation of natural resources); or because they represent different types of organizations (NGO collaborating with universities). **A top score of 10 points will be awarded under this criterion.**
- (h) Contribution of candidates to the project's co-financing.. The Fund only complements the projects' financing. The higher the total budget percentage of the project coming from other guaranteed sources, the higher the score will be assigned to this criterion. To apply this criterion, only the contribution of participants to financing the project's direct costs will be taken into account (i.e. contributions to general costs, administration costs or overhead are excluded). **A top score of 3 points will be awarded under this criterion.**

31. It is the candidates' responsibility to make sure their proposals include relevant and sufficient information to allow reviewers to apply these criteria. Reviewers will review and give their opinions on each proposal based on the information it includes. If the information is insufficient or ambiguous, reviewers will assume non-compliance of criteria.

32. Scores awarded by each of the two reviewers to each bid and their reasons will be recorded in writing. The score of each bid in each merit criterion shall be the simple average of scores awarded by each reviewer. In case of significant differences (more than 20%) between two reviewers in the score of the same project, a third independent opinion will be sought, if and when at least one of the original reviewer has awarded a total score of 55 points or more to the bid. The third review will be taken into account for the final selection process.

XIII. PROJECT AWARD BY SELECTION CRITERIA

33. Proposals chosen by the Group Committee to receive co-financing resources will be those achieving a high and even score, i.e.:

- (a) They have obtained a score equivalent to at least 55% of the score achieved by the best qualified project under this criterion according to the merit criteria described in paragraphs 30(a), 30(b), 30(c), 30(d) and 30(e).
- (b) They have obtained a total score equal to or greater than 55% of the score obtained by the bid with the highest total score.

34. Within this project group, the Fund's resources will be allocated in strict order of merit until all available Fund resources for the Call for Projects are exhausted.

35. The Committee can omit the priority criterion according to the total score to seek a better balance between the geographical areas of Latin America and the Caribbean¹ and to favor the inclusion of Rural and Social Organizations. The Committee may make this competence effective provided that the difference in the total score between two or more projects subject to discussion in the selection stage is equal to or lower than 20 points.

XIV. INFORMATION ON RESULTS OF CALL FOR PROJECTS

36. After the evaluation and awarding process, the Group will publish the title, country of origin and Coordinating Institution of all the projects received before the deadline on the website.. The winning projects of the call will be determined and their contents will be published in the site. Thirty days as of public announcement of the Call for Projects results, representatives of Coordinating Organizations can request the Group copies of their respective project evaluations. It is expressly stated that the Group will not provide explanations or additional information other than the arguments consigned by the reviewers in writing in said project briefs.

XV. AGREEMENTS

37. An agreement will be signed for the implementation of the project between Rimisp and the coordinating organization, which will be entirely responsible for the performance of the agreement.

¹ For this purpose, the following are considered as regions: (i) Mexico and Central America (including Panama), (ii) the Caribbean, Belize, Surinam and Guiana, (iii) Andean Region (Venezuela, Colombia, Ecuador, Peru and Bolivia), (iv) Southern Region (Brazil, Argentina, Chile, Paraguay and Uruguay).

38. Rimisp will transfer the funds in dollars of the United States of America to the banking account of the contracting organization, at the exchange rate of the working day previous to the date the transfer is made. Rimisp will transfer 40% of the total donation in a maximum period of time of seven working days after signing the agreement. An additional 30% will be transferred after reception and acceptance of Progress Report. The final 30% will be transferred after reception and acceptance of Final Financial and Technical Reports.
39. Inherent risks due to fluctuations in exchange rates between the Euro (currency established for donations of ICCO that allow creation of the Fund) and US\$ (currency used by the Fund and in which Rimisp will transfer the funds to the Coordinating Organizations of each project), and the different local currency used by participants of each project will be entirely the responsibility of participating institutions in each project. Neither Rimisp, the Group, or ICCO, will assume or finance losses originated from exchange rate fluctuations.

XVI. REPORTS

40. During the seventh month after signing of the Agreement, the Coordinating Organization will submit Rimisp a brief narrative report (maximum of 10 pages), accounting the first six months of the project, in terms of: (i) main adjustments made to the bid since de inclusion of common questions arising in the coordinators workshop; (ii) definition and justification of the systematization axis, (iii) definition of explicit and/or work hypotheses; (iv) progress in process reconstruction (if such stage is reached); (v) scheduled and executed activities; (vi) scheduled activities and those not executed or delayed; (vii) main problems that could have arisen and how they were solved; (viii) main actions foreseen for the following six months; and (ix) a brief reflection on the development of the project.
41. Upon project conclusion and no later than December 31, 2009, the Coordinating Organization will submit a Financial Report to Rimisp, signed by the Legal Representative and the Official in Charge of Finances or Accounting. The Financial Report shall be submitted using a standard form determined by Rimisp, which will be made known before subscription of the Agreement.
42. Upon conclusion of project and no later than December 31, 2009, the Coordinating Organization will submit a Final Technical Report to Rimisp. This report will be published in a specialized magazine. The instructions for the format to be used will be published in the Group's website, at least four months in advance to the date for submitting the reports. Final reports may be rejected if the format is not complied to.

XVII. ACTIVITIES SUBSEQUENT TO IMPLEMENTATION OF PROJECTS

43. After reception of final technical reports, a comparative analysis process for the results of different projects will be organized, aiming at obtaining and compiling results, conclusions and general recommendations that can be applicable to a wider universe than the one analyzed separately in each project. Coordinating and Co-executing Organizations of projects backed by the Group, commit themselves and are bound to participate in comparative analysis activities. Likewise, they must contribute with the necessary personnel time within sensible range.

44. Upon conclusion of comparative analysis, the Group will design and carry out a strategic communication process concerning the results of each Call. The purpose is for all decision-makers who have a particular interest on the issue of each Call to have access to results. Coordinating and Co-executing Organizations commit themselves and are bound to allow the Group the free use of partial and final reports, of the articles and of any other intermediate or final product generated by their projects.

XVIII. FUNCTIONS AND COMPETENCE DURING THE CALL

45. The Group Committee will be in charge of managing and supervising the entire process established in this Regulation. In particular, it will approve any modification to this Regulation, guarantee the adequacy and objectiveness of the qualification and selection process, and apply the awarding criteria in order to decide which products will be co-financed by the Fund.

46. All decisions adopted by the Group Committee at any time during the general reception process, revision, pre-selection, evaluation, selection or engagement of research projects or during revision and acceptance of Financial and partial and final Technical reports will be final and will not be subject to appeal or additional revision. The Committee is not bound to justify its decisions.

XIX. GENERAL RULES

47. All program documentation and official notices will be published at our website at www.grupochorlavi.org. Participants and interested parties are encouraged to visit this website from time to time to be updated on the progress of the program and on future decisions that could modify what is established in this document. Modifications published on the website will be effective as of their e-publication.

48. Any situation not properly covered in this Call shall be resolved by the Group Committee.

49. During project implementation or after the final technical and financial reports have been received, Rimisp personnel and Group Committee members, or their representatives, will visit institutions in charge of projects to analyze their progress with them.

50. Articles submitted to the Group in compliance with requirements on final technical reports shall be edited, published, printed and distributed by the Group or third parties engaged for said edition, publication or distribution. It will also be published on the Internet. Distribution will be non for profit. The Group legally and formally acknowledges the individual and institutional copyright of said documents according to international conventional standards. The Group reserves itself the right to publish said documents during a 12-month period from their reception and acceptance. After this period of time, authors are free to publish said texts.

XX. DEADLINES

51. Deadlines for the Call's stages are:

July 20, 2009	2009 Call for Proposals and Regulations published on the Group's Website.
September 14, 2009	Deadline to receive clarifying queries concerning the Call for Proposals and its Regulations or any other aspect which might be of interest to participants.
September 21, 2009	Submit deadline for project profiles (13h00, Santiago de Chile time)
October 14, 2009	Profile evaluation results published on the Group's website
December 10, 2009	Submit deadline for proposals and additional requirements according to the Regulations section (13h00, Santiago de Chile time)
December 29, 2009	Publication of selected projects on Group Chorlavi's website.
December 30, 2009	Sending of contracts to the selected projects
January 15, 2010	Contracts subscription by the coordinating organizations
February 2010	Workshop for coordinators of the selected projects.
July 15, 2010	Submit of progress reports.
December 31, 2010	Submit of technical, financial and final reports.
January – March 2011	Review of final reports and comparative analysis.
April 2011	Synthesis e-conference

XXI. ADDRESS FOR COMMUNICATIONS

52. All communications addressed to the Fund, including proposals (document-project, document-project annexes and letters of undertaking), must be sent to:

Fondo Mink'a de Chorlaví c/o Rimisp
Casilla 228 - Correo 22 - Santiago, Chile
Tel. (56-2) 236 45 57 - Fax (56-2) 236 45 58
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53. All the information sent by the Fund to interested parties, candidates or public in general will be published at www.grupochorlavi.org