



COVID-19: Important information for AmplifyChange grantees

Frequently Asked Questions

We will review this guidance as the pandemic and evidence-base evolves.

We want to change our grant activities to respond to COVID-19, is this possible?

In these unprecedented circumstances, we are offering grantees flexibility with the option to use their AmplifyChange grant to support the COVID-19 response. We also recognise that in some cases you may need to put some or all of your project activities temporarily on hold as the situation progresses. We support your decision to do this.

If your work can continue as normal, please go ahead. If not, please consider the following options:

Staying safe:

- **Build organisational capacity to adapt to COVID-19.** This includes investing in equipment to enable remote working, or costs for making meetings safer where remote working is not possible. If your team need to work with vulnerable populations in high-risk settings, this can include equipping your team with personal protective equipment (PPE), including facemasks.¹

Adapting your work to monitor and address the impact of COVID-19 on SRHR:

- **Generating evidence on the impact of COVID-19** such as highlighting the impact of the pandemic on vulnerable groups, including gathering disaggregated data on gender, age or disability status. You could also document evidence of containment policies and clinical practices to control the pandemic on vulnerable groups. Activities may include monitoring of access to sexual and reproductive health services and products.
- **Address the consequences of COVID-19** on sexual and reproductive health and rights (SRHR), such as initiatives to protect vulnerable groups, including those at risk of domestic violence, providing alternatives to school-based sexuality education or advocating for alternative access to key services or products such as medical abortion.

We are happy for you to make the above adaptations without making changes to your workplan and budget. Please report the changes to us in your next report so we are informed of your progress. These activities should still contribute to your agreed grant milestone and indicators. **However, we will ask you to select COVID-19 specific indicators, please discuss this with your Grant Manager so we can record them against your grant.**

Pivoting to the management of the COVID-19 pandemic:

The options below are possible but **must** be discussed with your Grant Manager before implementing:

- **Social and behaviour change communication** to limit the spread of COVID-19. This can include sharing positive messages to promote good hygiene practices (for coughs

and sneezes), physical distancing, hand washing, self-isolation, protecting the vulnerable, testing and the appropriate use of health facilities. Please emphasise your government's guidelines, including those in local languages, and use accurate information from the [World Health Organization \(WHO\)](#).

- **Supporting a rights-based, inclusive response to the pandemic** by increasing representation and the voice of marginalised groups. This may include working with health authorities and other groups involved in epidemic management to support contact-tracing with marginalised groups in a way that respects human rights. It may also include advocacy for better fiscal policy to support marginalised groups, and advocacy for a gender-sensitive approach to the pandemic.
- **Community education and awareness-raising** to increase understanding of COVID-19, progress of the epidemic or a coordinated response in line with government and WHO guidance. We will support work to tackle myths and disinformation on COVID-19 within your community, particularly if it targets vulnerable and marginalised groups.
- **Community or psychological support** for marginalised groups as a result of reproductive health inequalities, survivors of violence, people living with disabilities, sexual and gender minorities who have enhanced vulnerabilities or otherwise would not be supported by the COVID-19 response effort. This may also include human rights-based distancing and quarantine measures for marginalised groups. Many are facing significant hardships at this time, so we will support limited, sensitive and humanitarian support in-kind (but not cash transfers), to meet the basic needs of vulnerable populations during the pandemic.
- **Advocacy on behalf of health workers** for infection prevention and control such as access to personal protection equipment (PPE), psychological support and community relations.

Learning from other SRHR organisations and AmplifyChange grantees:

- **Creating opportunities to learn from one another about adapting to COVID-19**, providing mutual support and sharing best practice across the SRHR community.

¹Please note AmplifyChange cannot fund direct procurement of personal protective equipment (PPE), including face masks, testing and laboratory services or the procurement of intensive care equipment. Exceptions include personal protection equipment or testing for your staff. Furthermore, we will accept the distribution of facemasks at events that you are hosting to protect your staff and other participants.

AmplifyChange will also consider supporting procurement of personal protective equipment for vulnerable beneficiaries who require it to leave their homes to protect their psychological or physical well-being – for example individuals at risk of domestic violence or persecution on the basis of their sexual or gender identity.

Surgical masks are in short supply in many places across the world but are recommended if someone has COVID-19 symptoms or if you are caring for someone with the virus. In our case, they are most likely to be useful if you are going into a high-risk community. We can allow their purchase but with caution not to stockpile. If you intend to wear a mask, then you

must know how to use and dispose of it safely. We encourage you to consult the World Health Organization's [advice for the public on when and how to use masks](#).

Please be considerate about the type of masks that you source for your team. N95 Respirator masks are in short supply in many markets and should be reserved for healthcare workers. Please only procure this type of mask for team members who are working directly with suspected or confirmed COVID-19 patients. Otherwise, we cannot allow AmplifyChange funds to be used for their procurement.

Please consider the environment when procuring personal protective equipment such as using reusable items where safe and feasible, as well as considering disposal.

In all cases, please provide a justification for the procurement of any facemasks or other PPE and indicate the volumes that you are purchasing with your Grant Manager.

Our country has movement restrictions and our activities are going to be delayed or cancelled; what can we do?

We understand you have a vital role to play in supporting your communities at this difficult time. Above all, we ask you to keep your team, partners and beneficiaries safe. In all cases, follow your governments' guidelines – especially rules around social distancing – with reference to the latest guidance from the WHO about protecting yourself, your team and your communities.

We will work with you to help you minimise unnecessary risk. We encourage you to review whether alternatives to physical gatherings or door-to-door outreach are possible. We are flexible and will help you find solutions to any delays or budget amendments that will be incurred as a result.

If possible, and safe to do so, please continue to work on your grant from home. You can use our funding to purchase additional laptops, headphones and internet access to enable you to work at home.*

If gatherings *are* taking place, please try to create a safer environment by using social distancing and making handwashing facilities, soap and hand sanitiser available. Facemasks may be distributed to participants who do not have their own for use at the event. These items can be charged to your AmplifyChange grant.*

If we cancel events but still incur costs can this be paid through our grant?

Yes. Please remember to inform us of the cancellation in your next technical and financial report.

Should I still submit reports to AmplifyChange?

We encourage you to report to us according to your Reporting Schedule, even if activities or data collection have not been fully completed. This will help us to understand where you are in your grant and how you might need to adapt it.

We understand that it might be difficult to submit reports on time. If you are delayed in submitting your report due to limited internet connection or lack of staff, please inform your Grant Manager and submit the report when you can. Please note, we cannot release your next payment until we have received and approved your next report.

Please try to be realistic with your financial planning. You should try to reflect the situation you expect to face in the next six months. If you underspend, you will be able to apply for a no-cost extension towards the end of your grant.

If you are due to submit your final or penultimate report and would like to consider a no-cost extension, please see the question below.

Can we have a no-cost extension to complete our grant?

We are willing to give no-cost extensions.

We believe it is best to discuss this option at the penultimate reporting period, or 2-3 months before your final report is due if you have already submitted your penultimate report or if you are an Opportunity grantee. This allows us to see your progress to date and your current underspend. We can then work with you to plan activities for the additional time.

Project staff are sick and cannot work, can we still pay them?

You can use your grant to continue to pay staff who may be sick, need to self-isolate or have caring responsibilities in accordance with your organisation's human resource policies. Please keep track of this spend in the normal way and make us aware of it when you report.

Project staff cannot conduct activities, can we still pay their salaries?

We encourage you to think about how to use staff time in the best way possible to continue your grant. Please discuss any new activities you would like your staff to undertake with your Grant Manager. Please see the question on changing project activities above.

We've just signed our Grant Agreement and want to delay the start of our project due to the current situation – is that OK?

We encourage you to think about changes you can make to your project to enable you to progress with your grant. See the options outlined above.

If this is not possible, and you wish to delay the start of your grant, please discuss this with your Grant Manager.

Will AmplifyChange continue to operate as normal and make payments?

Yes - our staff are working from home and grant payments can continue as planned. We will monitor the efficiency of payments as the situation develops.

Are you providing any new or additional funding to help grantees manage the impact of COVID-19?

Currently no - but we will work with grantees to help you manage your grant and remain flexible to changing circumstances.

We expect to open new funding opportunities in 2020. For details on funding opportunities please see our [website](#) and [social media](#).

I recently applied for funding – will it still be considered, or will the decision be delayed?

We have sent an email to all applicants waiting to hear the outcome of recent funding applications. If you have not received this, please contact us at:

amplifychange@mansiondaniels.com

** Please note these purchases should be reasonable to allow your project activities to continue. They need to be measured and justifiable to be attributed back to your AmplifyChange project. We normally allow movement of up to 20% between budget lines, so please use this flexibility. Our standard [financial guidance](#) is available on our website.*

Under these circumstances we will consider more flexibility. Please talk to your Grant Manager about any adjustments above this 20% threshold.

If the costs are for non-project staff, then please allocate this to your 'Organisational strengthening' budget line. As there are limits to how much can be spent on non-project activities and staff costs please contact your Grant Manager before making such a purchase.