

### **Frequently Asked Questions (FAQs)**

**Question: How can I access the online platform to submit my application?**

Answer: Please click [here](#) to access the platform. If you are still unable to access the platform, please write to [kaizen2017@gdn.int](mailto:kaizen2017@gdn.int).

**Question: How can I access the full Call for Expressions of Interest?**

Answer: Please click on this link: [www.gdn.int/kaizen](http://www.gdn.int/kaizen), then scroll down to the end of the page and click on the full Call for Expressions of Interest. [Click here](#) to download.

**Question: Is the platform only for applying for the call in English? I am unable to fill the form in English since it is not an official language of the country I come from.**

Answer: Yes. It is mandatory to submit the application in English using the online platform. Any application submitted in a language other than English shall be disqualified.

**Question: Can I send all the required documents via email instead of applying via the online platform?**

Answer: No. Applications will not be considered for review and will be disqualified if they are not submitted through the online platform. If you encounter any issues while operating the platform, please write to [kaizen2017@gdn.int](mailto:kaizen2017@gdn.int).

**Question: I am unable to create my login ID and Password. What should I do?**

Answer: Please write to [kaizen2017@gdn.int](mailto:kaizen2017@gdn.int)

**Question: I am unable to download the template of the Timeline. Can you provide a download link?**

Answer: Please copy and paste the link mentioned below in a separate browser and the file named as 'Timeline Kaizen' will be downloaded automatically. ([Timeline Kaizen](#)).

**Question: I am unable to download the Budget Template. Can you provide a download link?**

Answer: Please copy and paste the link mentioned below in a separate browser and the file named as 'Budget Template' will be downloaded automatically. ([Budget Template](#)).

**Question: If I am unable to complete filling in all the details of my application form at once, can I save my form and come back again to fill in the remaining details later?**

Answer: Yes, once logged-in into the platform, you can save your application form at any point in time and later come back to change/modify/add new details to your form. However, no changes can be made after submission.

**Question: I have accidentally clicked on the Save and Submit button instead of Save and Continue and my form is still incomplete. What should I do?**

Answer: Once the **Save and Submit button** is clicked, it means your application is submitted and it cannot be reversed. However, you can write to us at [kaizen2017@gdn.int](mailto:kaizen2017@gdn.int), and we will cancel the incomplete submission, and then you can create a new login ID and password to resubmit the application.