



## Project Grant Scheme

### General Conditions

GURT Resource Centre, Civic Development and Partnership Foundation, and NGO Center Civil Society Development NGO announce a grant scheme in the framework of the project **“Equal Opportunities for National Minorities and Disadvantaged Groups in Realizing Cultural Rights: Richness in Diversity”** for rural communities of Kyiv oblast and Armenia.

The purpose of the grant scheme - to support the initiatives of local NGOs in the sphere of culture in communities of Kyiv oblast and Armenia.

#### 1. Funding and project duration

Grant will be provided in the form of a funding for project activities and in the format of voluntary donations to NGOs, whose project proposal will be recommended for funding.

The indicated minimum and maximum amounts are applied for specific projects grants that can be funded through this scheme:

- Minimum amount - 10 000 UAH.
- Maximum amount - 50 000 UAH.

The expected budget breakdown: administrative costs - 10%, programme costs - 90%.

The Applicant input must be at least 20% of the total project cost (financial or in-kind).

Duration of the project should be up to 9 months.

#### 4. Who is eligible to participate in the grant scheme?

The NGOs are eligible to participate in the call for proposals competition as following:

- officially registered with the legal form of NGOs or charitable institutions and these which have legal identity
- have non-profitable status
- operating in the communities involved in the project

Proposals cannot be accepted from religious organizations, political parties, state authorities of executive power, local self-governing authorities, state and municipal institutions, trade unions, illegalized associations.

## 5. Partnership

Project partners are involved in the development and implementation of the project. Applicant is acting as the main organization and, if proposal supported, will be responsible for project implementation and management of the grant funds.

## 6. Eligibility of costs that can be covered by grant funds

**Eligibility of costs.** Costs must meet the following requirements for being considered eligible:

- to be necessary to carry out project activities, that are indicated in the proposal
- to be well-grounded
- to be implemented during the project duration

Given these conditions, and in accordance with the procedures of grant allowance, the **eligible direct costs may include:**

- expert work
- tangible costs (household and building materials, constructions, equipment)
- logistics support of project activities
- preparation and printing of information materials (printing production)

Type of activities that are not eligible to be funded:

- reimbursement of costs for project proposals preparation
- reimbursement of international travel cost
- conferences
- academic research
- provision of scholarships
- humanitarian or financial aid
- investment, commercial, financial or profit-making activity
- the cost of loans and credit granting activities
- interest payments
- costs for services/commodities that are already funded by other projects within the organization or its partner (s)

## 7. Procedure of grant provision

The organization, whose project is recommended for funding, shall take part in training on project management, which is planned to be held \_\_\_\_\_ (place and date). After training completion a contract to provide earmarked non-repayable financial support will be awarded.

## 8. Procedure of proposals consideration and evaluation

Consideration of proposals is provided in three stages.

**First stage.** Evaluation of technical criteria

Proposals will be evaluated on compliance with the technical criteria, namely whether the project proposal is complete and their content meets the checklist. Applicants will be also checked on their compliance with the requirements specified in Section 4.

**Second phase.** Evaluation of project proposal

The project proposal will be evaluated by members of the Evaluation Committee according to the following criteria:

- relevance and sustainability of the project;
- expected result;
- potential short-term and long-term impact of the project;
- rationale of the budget and resources required.

**The third stage.** Selection of project proposals for funding

At this stage the preliminary list of organizations whose projects are recommended for funding is determined, based on the recommendations of the Evaluation Committee members

The organizations of preliminary approved projects will be invited to participate in training on project management, mutual approval of the final version of the project and the text of the Contract.

### 9. The procedure of proposal submission

The project proposal should be prepared and submitted in accordance with the prescribed form, which includes information about the organization, a description of the project proposal, budget and required annexes.

The project proposal should be directly linked to the community development plan.

While completing the form the specified format must be followed.

The content of the proposal (excluding budget and required attachments) should not exceed 6 pages.

The project proposal must be written in Ukrainian/Armenian language.

Proposals in hand writing will not be accepted.

### The annexes required for the proposal submission are as following:

- copy of state registration of organization
- copy of state registration of legal entity (certificate issued by the state registration authority)

Deadline for proposal submission should be no later than **August 27, 2013**. Project proposals should be sent by email.

### E-mail:

In the subject line should be indicated "Proposal"

### 10. Additional information

The inquiries about the procedures of project proposals preparation can be submitted by email to the address listed below:

FOR UKRAINE

E-mail: [info@gurt.org.ua](mailto:info@gurt.org.ua)

Tel: 044 296 10 52

### FOR ARMENIA



Իրականացվում է «ԳՈՒՐՏ  
Ռեսուրս կենտրոնի» կողմից

Հասցե՝ 52 Պապուդրենկա, գրաս. 609,  
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Կայք: [www.gurt.org.ua](http://www.gurt.org.ua)



Ծրագիրը ֆինանսավարվում է  
ԵՄ-ի կողմից

Ուկրաինայում ԵՄ պատվիրակությունը  
Հասցե՝ 10 Կրուկիտ ունիվերսկայա փող.  
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Կայք [eeas.europa.eu/ukraine/index\\_en.htm](http://eeas.europa.eu/ukraine/index_en.htm)



Ծրագրի գործընկեր

Քաղաքացիական զարգացման և և  
համագործակցության հիմնադրամ  
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Կայք [www.cdpf.am](http://www.cdpf.am)



Ծրագրի գործընկեր

«ՀԿ կենտրոն» քաղաքացիական  
հասարակության զարգացման ՀԿ  
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