Call for Projects 2020

**Partnership with the civil society 2020**

**The French Embassy in Bosnia and Herzegovina launches a Call for Projects for NGOs and incubators.**

**Projects proposal are to be sent by email to the French Embassy by April 15th 2020, 13:00 PM (deadline).**

The strategy of the French Embassy in terms of cooperation is part of an evolution marked politically by the rapprochement of Bosnia and Herzegovina with the European Union as well as in the continuity of the orientations developed during the Summits of the Western Balkans, in Paris , Trieste, London and Berlin.

Following these guidelines, the French Embassy in Bosnia and Herzegovina supports the implementation of actions which respond to this new perspective, in particular with regard to the structuring of civil society in different preferential areas.

In this context, the French Embassy in Bosnia and Herzegovina is launching a call for projects aimed at civil society around the following priorities:

1. Support for good governance and the rule of law (transparency of institutions, production of quality information, "e-government", etc.);

2. Support for the development of smart cities (improvement of the quality of urban life and citizen participation and development of an inclusive city);

3. Support for the adaptation and limitation of the effects of climate change and sustainable development (green economy, awareness-raising and pollution control actions and in favor of the preservation of the environment);

4. Support for social entrepreneurship.

5. Support for actions in favor of youth.Projects that include cross-cutting priorities are particularly welcome, but not imperative. Projects involving cooperation with one or more cities/municipalities/local authorities are also strongly encouraged. Projects should include attention to gender issues.

Selected projects will be supported from 3000 up to 6000 KM, on a co-financing basis.

The projects should be implemented on a maximum period of 12 months. Project-holders are committed to regularly inform the Embassy on the evolution of the project, to include the Embassy’s logotype among sponsors on every communicational document (any format included) and will be subject of an assessment.

**Timetable:**

|  |  |
| --- | --- |
| Launch of the call for projects | March 1st 2020 |
| Deadline for receipt of applications | April 15th 2020 (deadline : 13.00) |
| Review of candidates by a jury | Second part of April 2020 |
| Results and signature period of the grant agreement | Start of May 2020 |
| Estimated date of the payment of the grant | End of May 2020 |

**Applications:**

The project holders (NGO and Incubators) are invited to submit their proposal by April 15th 2020 (deadline: 13.00) by filling the form bellow, in French or in English, and sending it (PDF file) by email: [sylvain.rigollet@diplomatie.gouv.fr](mailto:sylvain.rigollet@diplomatie.gouv.fr) .

For any additional information, projects holders are invited to contact Sylvain Rigollet, Attaché for Cooperation of the French Embassy ( [sylvain.rigollet@diplomatie.gouv.fr](mailto:sylvain.rigollet@diplomatie.gouv.fr) ).

A confirmation of reception of your application will be sent to you within 48 hours and will attest to its proper consideration.

Application Form

(Incomplete forms or forms not sent by email will be rejected)

1. **General Information**

|  |  |
| --- | --- |
| Name of the NGO / incubator |  |
| Registration number |  |
| Address |  |
| Name of the President / legal representative of the institution |  |
| Contact details: | *Mail address*:  *Phone:*  *Mobile Phone:* |
| Creation date of the association/incubator |  |
| Website |  |
| **Main Goals/ priorities of the NGO/incubator** |  |
| **Target beneficiaries** |  |
| **Main activities (7-8 lines maximum)** |  |
| **Main local and international partners (if any)** |  |

1. **Project presentation: general framework, aims, main actions, implementation and evaluation.**

|  |  |
| --- | --- |
| **Title of the project** |  |
| Name and function of the suggested Project Manager and contact details | *Name*  *Mail adress :*  *Phone* |
| Name of the English-speaking contact to facilitate monitoring of the project, function and contact details (telephone, email) | *Name :*  *Function:*  *E-mail:*  *Phone:* |
| **Aims/ general presentation (5 lines maximum)** |  |
| Amount of the requested contribution |  |
| THEMATIC(S) of the call for projects concerned |  |
| Experience of the Project holder in the project area (example of completed actions) | |
|  | |
| Context of the project / needs analysis | |
|  | |
| Target beneficiaries (type and number) |  |
| **Project description and planned actions (10-20 lines)** | |
|  | |
| Name(s) of the partner(s) (if any), role. Is the partnership already agreed or requested? | |
|  | |
| How does the project take into account gender equality? | |
|  | |

**Calendar**

|  |  |
| --- | --- |
| Project duration |  |
| Tentative starting date |  |
| Project Implementation schedule | |
|  | |

**Impact and evaluation**

|  |  |
| --- | --- |
| Expected results (short/middle/long term) | |
|  | |
|  |  |
| Project evaluation methodology | |
|  | |
| External/internal communication strategy for project enhancing | |
|  | |

1. **Budget**

|  |  |
| --- | --- |
| Bank account number of the beneficiary of the grant |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Expenses (in KM) | | Incomes (in KM) | |
|  |  | Association’s income |  |
|  |  | Subsidy of the French Embassy |  |
|  |  | *« Possible co-funding»* |  |
| **Total Project costs (KM)** |  | **Total incomes (KM)** |  |

**Requested budget for the project (in KM):**

**Proportion of the requested budget on the total budget of the project (in %):**

The amount granted by the French Embassy should support the following actions:

|  |  |
| --- | --- |
| Actions | Cost (in KM) |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Sworn statement**

I, the undersigned, (name, last name) ………………………………………………………………………..

Legal representative of the structure ………………………………………………………………

* Certify that the structure is in conformity with the Bosnian law;
* Certify that information provided in this application are true and given in good faith.
* Apply for a grant of KM (Bosnian Marks) ;
* Specify that the subvention, if granted, shall be paid on the NGO / incubator bank account ;

Signed in \_\_\_\_\_\_\_\_\_\_\_\_\_ , on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

**(To be filled once the project is completed)**

Final Project Evaluation 2020

1. **General evaluation of implemented activities and impact of the action**
2. Describe the activities, beneficiaries and achievements
3. Explain how the goals of the project were met
4. What are the main difficulties you encountered? How did you deal with it?
5. State the project outcomes, positives and negatives :
6. Describe what you are going to do in continuation of this project; what is your long term strategy on the subject you worked on during the project?
7. **Partners:**
8. Which were your partners?
9. How did you cooperate?
10. Name and contact of your partners:
11. **Communication / evaluation (please mention links, pictures etc.):**
12. How did you communicate on the project?
13. Who was reached (direct/indirect) and in what way the result was as you expected?
14. How was the partnership with the French Embassy underlined?
15. **Financial evaluation:**
16. Use of the French embassy’s funds
17. Use of other partners funds
18. Encountered difficulties, if any.

**Annex (photos, articles, material, etc.)**