



Eligibility Criteria and Requirements for Arts & Culture Small Projects

Eligibility criteria

Projects *shall*:

- be in line with the **SDC Culture and Development Policy** (available at the following [link](#));
- promote one or more of the following:
 - artistic expression, creative activities and the dissemination of work;
 - production of original work and innovative approaches;
 - empowerment of artists and facilitate artists' exchange;
 - community access to and participation in cultural and artistic life, particularly in rural, remote or disadvantaged areas;
 - space for reflection, dialogue and discussion on relevant issues for the society;
- take place in Bosnia and Herzegovina and be implemented by organisations that are registered in Bosnia and Herzegovina;
- neither be below a Swiss contribution of CHF 10'000 nor exceed the maximum of CHF 200,000 represented as the equivalent in BAM, using the exchange rate at the time of the project proposal submission. *Applications will be carefully reviewed taking into account the cost benefit/effectiveness of proposed activities and budget, and the capacities of the applicant.*
- include a financial or in-kind own contribution by the applicant. In case the applicant is a local organisation, the Swiss contribution is limited to a maximum amount of 80%. In case the applicant is a public institution or an international or Swiss organisation registered in Bosnia and Herzegovina, the Swiss contribution is limited to a maximum amount of 50%.
- budget an external audit in the project proposal application in case of a requested Swiss contribution equal or above CHF 100,000;
- neither have a duration of more than 18 months nor last beyond April 15, 2025.

Criteria of exclusion

The funds for Arts & Culture Small Projects shall not be used to finance:

- study tours and tours of existing works or productions abroad;
- private business ventures and commercial activities;
- start-up grants for establishing organizations;
- individuals;
- scholarships;
- organization with religious and political party affiliation;
- charity events and sponsorships;
- infrastructure;
- equipment, unless it is indispensable for the implementation of the small action;
- planning and evaluation activities;
- additional activities in large-scale project where Swiss contributions would not be visible anymore;
- running costs of a public institution or governmental bodies, including salaries of public servants;
- a second phase of a previously implemented Arts & Culture Small Project.

Competence and reliability of the applying organisation

The partner organisation *must*:

- have an adequate organisational structure and a sound financial record,
- provide information about selected reference projects implemented over the past five years and indicate whether (and for what purpose) the organisations has received funds from the Swiss Government before,
- demonstrate that they have the knowledge and capacities to conduct the proposed activities.

Selection criteria

Projects *must*:

- be developed in a participatory way and respond to a clear interest of the target group;
- provide quality information and describe the feasibility of proposed activities in the application
- take into account the sustainability of results.

Projects are *preferred, if they*:

- take into consideration one or more of the following and clearly demonstrate how these will be applied: social inclusion, gender equality, youth support, good governance, reconciliation/dealing with the past, human rights, climate change adaptation and mitigation
- promote and undertake capacity development as a way of improving performance at the individual, organizational, network and broader system levels.

In order to ensure a swift and expedient evaluation, applicants are strongly advised to submit their applications and supporting documents in English. For projects equal or above CHF 50,000 this requirement is compulsory.

Reporting

Grant recipients need to submit an operational and financial report (based on provided templates) within 30 days after the end of the project activities.