



Eligibility Criteria and Requirements for Development Cooperation Small Projects

Eligibility criteria

Projects *shall*:

- directly and demonstrably contribute to at least one of the Swiss Portfolio outcomes under the Swiss Cooperation Programme 2021-2024 or the intervention areas of the Swiss Migration Strategic Framework for the Western Balkans. For the outcomes and intervention areas see following [link](#);
- 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 Small Projects shall not be used to finance:

- study tours abroad;
- private business ventures and commercial activities, unless they contribute to development objectives and a market distortion is not to be expected;
- individuals;
- scholarships;
- charity events and sponsorships;
- organization with religious and political party affiliation;
- purchase of vehicles;
- infrastructure;
- equipment, unless it is indispensable for the implementation of the small action;
- consulting, planning and evaluation services;
- additional activities in large-scale project where Swiss contributions would not be visible;
- running costs of public institutions or governmental bodies, including the salaries of public servants;
- a second phase of a previously implemented 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,
- demonstrate that they have the knowledge and capacities to conduct the proposed activities.

Selection criteria

Projects *must*:

- directly and demonstrably contribute to at least one of the Swiss Portfolio outcomes under the Swiss Cooperation Programme 2021-2024 or the intervention areas of the Swiss Migration Strategic Framework for the Western Balkans.
- be developed in a participatory way and reflect a clear need among the selected target beneficiaries;
- provide quality information and describe the feasibility of proposed activities in the application (applicant's understanding of the problem to be addressed by the project, general description of the activities and the results to be achieved);
- 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, good governance, reconciliation/dealing with the past, human rights, climate change adaptation or mitigation,
- promote and undertake capacity development as a way of improving performance at the individual, organizational, network and broader system levels, encouraging learning, empowering those involved to carry out their functions and to achieve their development objectives;
- support the introduction or testing of new ideas and innovative approaches / provide opportunities;
- explore new partnerships for possible future engagement under the Swiss Cooperation Programme.

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.