



Eligibility Criteria and Requirements of the Gender Equality Small Actions Grants

Approval criteria

The following set of criteria shall guide the decision-makers in their evaluation of the fundability of Gender Equality Small Actions:

Required/necessary criteria

Projects *must*:

- aim at enhancing the empowerment of women and gender equality at local and national levels;
- address one or more themes presented under this Call for Proposals;
- be developed in a participatory way and reflect a clear need of the selected target beneficiaries;
- not finance exclusively the purchase of equipment or the provision of consulting services;
- take place mainly in Bosnia and Herzegovina;
- be future oriented;
- 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, coherence with the Swiss Cooperation Strategy);
- include financial or in-kind own contribution of the applicant (not less than 15 % of total budget).
- not have duration more than 18 months or longer than January 31, 2019.
- not exceed requested contribution over BAM 90'000. (*Applications will be carefully reviewed taking in account cost benefit/effectiveness of proposed activities and budget, and capacities of the applicant*).

Additional criteria strengthening the merit of a project

Projects *shall*:

- be related to and promote messages of one or more of the strategic sectors defined in the Swiss Cooperation Strategy in BiH 2017-2020;
- take into the considerations one or more of the following themes: social inclusion and good governance;
- be in line with the Bosnia and Herzegovina's Gender Action Plan;
- support the introduction or testing of new ideas and innovative approaches / provide an opportunity;
- 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;

- explore new partnerships for a possible support through the Swiss Cooperation Programme;
- take into account notions of sustainability of results.

Criteria of exclusion

The available funds for Gender Equality Small Actions shall not be used to finance:

- study tours abroad;
- private business ventures and commercial activities;
- individuals;
- scholarships;
- charity events, religious activities and sponsorships;
- pure infrastructure / equipping;
- planning and evaluation activities;
- additional activities in large-scale projects where Swiss contributions would not be visible anymore;
- running costs of public institutions or governmental bodies, including salaries of public servants;
- second phases of a previously implemented Small Actions project.

Competence, reliability and contribution of the recipient/applying organization

Partner organizations *must*:

- be registered in BiH and have adequate organizational structures and a sound financial record;
- demonstrate competence for the proposed initiative and provide references of projects completed or under implementation.

Each organization or institution can receive funding only for one project in the current phase of the Small Actions grants (2017-January 2019).

Reporting

Grant recipients need to submit an operational and a financial report within 30 days after the end of the project activities. Projects with the Swiss contribution equal or higher than BAM 40'000 will be required to submit a mid-term report. The reports of implementing partners to the Embassy shall include operational and financial elements; they shall specifically respond to the expected results, as defined in the respective project document and report about change in qualitative (i.e. storytelling) and quantitative terms. The financial report should list all the submitted copies of supporting documents (bills, receipts, contracts etc.) against the respective positions in the budget that was submitted as part of the application, including the applicant and other donors' contributions.