

Transition Promotion Program in Ukraine: Call for project proposals 2019

The Embassy of the Czech Republic in Ukraine is pleased to announce a call for project proposals for Ukrainian NGOs in the framework of Transition Promotion Program. Projects should be in line with bellow mentioned three priorities of Czech Transformation Policy and should tackle one of suggested topics:

- 1) Freedom of expression and access to information**
 - a. Promotion of informed decision-making and transparent election campaign,
 - b. Support of independent media outlets,
 - c. Access to public information without discrimination,
 - d. Transparency of decision-making and use of public funds on regional and local level.

- 2) Access to justice and protection of human rights**
 - a. Fair justice without discrimination,
 - b. Promotion of rule of law and judicial reform in Ukraine,
 - c. Protection of human rights defenders.

- 3) Right to a safe, healthy and ecologically-balanced environment**
 - a. Support of civic participation in finding solutions to specific ecological problem in the region,
 - b. Environmental education and promotion of ecological responsibility.

Each submitted project should tackle **only one priority** area. The projects can be implemented in **one or several regions of Ukraine** including Crimea and Sevastopol city.

Eligible applicants: In order to be eligible for a grant the applicant must be a) a legal entity officially registered in Ukraine b) a non-profit civil society organization. Only one project per organization can be supported.

Budget: The average contribution will be in the range of **600 000 - 2 000 000 UAH** for each individual project. Projects with budget smaller then **600 000 UAH will not be considered**. The payment will be made in UAH through bank transfer using the exchange rate published by the Ministry of Foreign Affairs of the Czech Republic. The Beneficiary will be asked to open a separate bank account for the project.

Eligible costs: Only the costs related to the project implementation that occurred during a given contractual period can be covered. Project budget shall be realistic and comply with the principle of sound financial management, in particular value for money and cost-effectiveness.

The grant can cover such costs as expert fees and salaries, rent and related technical services, printing and publishing, accommodation and board, transportation and delivery, translation and interpreting costs, office supplies, promotional costs etc. For detail information, please see the separate document.

There should be no duplicate funding of the same expenditure from other funds, grants.

Please be aware of the fact that proper use of received funds may be audited either by the Embassy itself or by an independent auditor contracted by the Embassy.

Implementation period: The implementation period is estimated to be 7 months maximum from April 2019 to October 2019 (all projects **must be completed by October 28, 2019**). The Embassy neither can reimburse activities made before signing the contract nor allow prolongation of the implementation period.

Deadline: The deadline for proposal submission is **March 19, 16:00 Kyiv time**. Proposals received after this date will not be considered and will be automatically deleted. This is also the case for any correction and additional attachments sent after the deadline. Technical problems will not be taken as an excuse for late submission, therefore we recommend all applicants to send their application in advance.

Submission of applications: Only those applications submitted on standard **project and budget forms**, found on the Embassy's website, will be accepted. The forms should be **completely filled in**, otherwise the proposal will not be taken into consideration (please do not forget to fill in the title page of project form!). Filled form **should not exceed 8 pages**. Applications must be submitted **in English** with a detailed and transparent budget **in Ukrainian hryvna (UAH)**, estimating all costs. One applicant shall submit **only one project proposal**.

Applications should be **submitted electronically in Word and Excel formats** to grants.ukraine@mzv.cz not exceeding the size of 15 MB. Please DO NOT send any other supporting documents (CVs, licenses etc.). The only allowed supporting document is the letter confirming the readiness of other partner to participate in the implementation of the project.

The **subject of the email** should be in the format: *priority area number-project name-applicant's name* (for example: *1-Trust but Verify-Pictoric*). Please do not make project name too long. **Only applications which strictly followed the instructions will be assessed**.

Should you have any questions please send them in a written form to grants.ukraine@mzv.cz no later than 3 working days prior the deadline. The Embassy has a right not to provide clarifications to questions received after this date.

The Embassy reserves the right to cancel the call for proposals or its part at any time.

The Transition Promotion Program is a democracy assistance financial instrument of the Ministry of Foreign Affairs of the Czech Republic established in 2005. This program is aimed at supporting democracy and human rights, using the Czech Republic's recent experience with the social transition and democratization of the country. The program underpins the importance of civil society in democratization processes.