



The project is implemented by:  COOPERAZIONE
INTERNAZIONALE
SUD SUD

INS – IN SCHOOLS

Supporting the Human Rights Corners In Schools laboratories

Call for awarding sub-grants

Deadline for submission of applications: 31 December 2018, 16:00



INS – In Schools IPA/2016/382_332
This Project is funded by the European Union



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Call for awarding sub-grants for registered CSOs to support the Human Rights Corners In Schools laboratories

1. Introduction

CISS/Cooperazione Internazionale Sud Sud in partnership with CAD IEPP Citizens Association for Development of Democracy “Initiative for European Perspective” announces a call for proposals awarding sub-grants for registered CSOs to support the Human Rights Corners In Schools laboratories .

The call is announced within the project "*INS – In Schools IPA/2016/382_332*" financed by the Delegation of the European Union under the Programme IPA Civil Society Facility and Media Programme 2015 under the call IPA EuropeAid/151569/DD/ACT/MK.

The project has a duration of 30 months (1 March 2017 - 31 August 2019) and is implemented in 5 municipalities Kumanovo, Kicevo, Struga, Shtip, Skopje.

The main objective is promoting a countrywide intercultural and human rights network of secondary schools students and teachers.

2. Objectives

The main objective of this call for proposals is providing third parties among the Grass-root organizations registered in the municipalities of Skopje, Struga, Kicevo, Stip and Kumanovo with new financial resources to implement micro-projects for the promotion of networking, advocacy and human rights education in the secondary school system, targeting teachers and/or students.

The actions proposed by the Grass-root organizations will have to demonstrate the capacity to stimulate the community participation and based on innovative/creative ideas.

The integration of networking with capacity building will be positively evaluated.

Each micro-project is expected to contribute to stimulating the culture of human rights and intercultural dialogue among youths and adolescents in the selected geographic areas.

3. Eligible activities

A proposed project should meet one or more types of activities:

1. **NETWORKING ACTIVITIES:** Round tables, conferences, focus groups gathering teachers and or students from minimum 3 areas of intervention, Networking through social media.
2. **CAPACITY BUILDING ACTIVITIES:** Webinars, Trainings, Workshops, Seminars for teachers and students' associations from 1 or more project locations.
3. **HUMAN RIGHTS' EDUCATION LABORATORIES:** Participatory planning of cultural, didactical, artistic events dedicated to human rights in one of the 8 HR concerns created directly involving the students.

The inclusion of at least one human rights' education laboratories (type of activity n. 3) is however mandatory.

4. Eligibility requirements

Eligibility of the Applicant

Primary target group for this CfP are grassroots organisations defined as "a self-organised group of individuals pursuing common interests through a volunteer-based, non-profit organisation".

In particular, in order to be eligible for a grant the applicant must:

- be a legal person and
- be non-profit making and
- be associations of citizens officially registered in the localities of Skopje, Struga, Kicevo, Stip, Kumanovo
- to have an operational bank account and
- to have the capacity to implement the activities under the grant and in particular demonstrate and experience of at least 1 year in working in education and youth sector

Be directly responsible for the preparation and management of the action.

Partnerships

Grassroots organisations can act individually or in consortium with others.

Applicants must include as partner (co-applicant) at least one secondary school located in the Municipality of Skopje, Struga, Kicevo, Stip, Kumanovo.

Restriction criteria

On this call cannot apply:

CSOs who have been sentenced by final judgment for participation in a criminal organization,

- corruption, fraud or money laundering;
- Individuals;
- Organizations that are beneficiaries of a grant from the Delegation of the European Union, either as coordinator, as a partner or as a beneficiary of sub-granting, within the Programme IPA Civil Society Facility and Media Programme 2015 under the call IPA EuropeAid/151569/DD/ACT/MK.
- Each organization can submit maximum one project as applicant.

5. Duration

Only project with duration of 5 months will be selected.

The projects will have to start the month of 1 February 2019 and should be completed as of June 2019.

6. Budget design and grant size

Selected proposal will be funded according to the budget foreseen in the proposal.

The total amount of sub-grants to be awarded can possibly be:

- Maximum 2.500 € for CSOs implementing initiatives under one type of activities;
- Maximum 5.000 € for CSOs implementing initiatives under more than one types of activities.

Budgets have to be outlined in local currency using the proper template attached.

In kind or monetary contribution will not be accepted.

Before the signature of the grant the budget could be renegotiated with the applicants.

At the signature of the contract the total budget will be also indicated in EUR according to the InfoEur exchange rate of the month available on the website.

http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/index_en.cfm

The total amount of the call is EUR 30,000.

The sub-grant will be transferred as following:

- 1st instalment: 40%
- 2nd instalment: 40%
- balance: 20%

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Type of eligible costs:

- Direct costs associated with the implementation of the grant.

Recipient of the funds will be required to submit a final report consisting of detailed documentary narrative and financial report with copies true to originals / certified accounts to confirm with the signature of the responsible person according to the Current balance issued by the Central Registry and stamp of the prescribed forms. The final report must be submitted within one month after the completion of activities.

Ineligible costs:

- For settling debts, losses or liabilities;
- For existing activities;
- Sponsorship for participation on conference at home or abroad;
- VAT is not considered as an eligible cost.

7. Assessment process and Timeframe

The assessment process will be conducted internally by “INS - Evaluation Committee” composed by the project staff, representatives of the Ministry of Education and one teacher from each of the 5 cities, for a total number of 13 people.

- At least one proposal per municipality will be selected.
- Only applications submitted by email (using attached templates - word and excel) will be accepted. Applicants may be required to produce additional clarifications and documentation, if needed.
- Successful applicants will be notified via email.

The timeframe envisaged for the assessment process is the following:

Launching of the Call for Proposal	December 2018
Application's deadline	31 December 2018
Selection stages	January 2019
Information to applicants	18 January 2019
Implementation period and follow up	1 February 2019 – 30 June 2019
Deadline for final report	31 July 2019

The same evaluation criteria will be applied according to the following grid:

1. Technical Approach	
• Relevance of the needs and issues addressed by the project and call	Maximum 10 points
• Quality of the proposed activities	Maximum 10 points
• Results oriented activities	Maximum 10 points
2. Organizational capacity and past performance	
• Grass root organizations working in education and youth sector	Maximum 5 points
• Grass root organizations composed by students and/or teachers or working with students.	Maximum 10 points
• Administrative, financial and management capacity	Maximum 5 points
3. Budget of the Action	
Cost-effectiveness	Maximum 10 points
Maximum total score	60 points

8. Applications forms

Please do note that at this stage applications can be submitted in English, Macedonian or Albanian, but standard templates of this CFP are available only in English.

Please note that after approval and during implementation, the narrative and financial reports will be accepted only in English.

The deadline for submission of applications 31 December 2018 until 16:00.

All interested organizations who qualify are obliged to submit:

- Application Form,
- Budget Form,
- Statement of the last bank account,
- Statute of the organization,
- Declaration by the legal representative of the organization which states that the organization is not beneficiaries of a grant from the Delegation of the European Union, either as a coordinator or as a partner, within the IPA Civil Society Facility and Media Programme 2015 under the call IPA EuropeAid/151569/DD/ACT/MK,
- Declaration by the legal representative of the organization which states that the organization has not been sentenced by final judgment for participation in a criminal organization, corruption, fraud or money laundering;





The project is implemented by: 

9. Additional information

Once sub-grantees sign a contract with CISS, are obliged to attend at least two networking meetings to strenght their capacities in the field of human rights education. All sub-grantees will be regularly monitored and evaluated throughout the project.

Documents required for application: Application form, budget form can be downloaded from the website www.ciss.mk.

You can send your applications on the e-mail addresses macedonia@cissong.org.

Late, incomplete or otherwise submitted applications contrary to the requirements of this call will not be considered.

For all additional information you can contact us by email macedonia@cissong.org. until 26 October 2018.

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