

GRANTS SCHEME FOR MEMBERSHIP TO REGIONAL/INTERNATIONAL NETWORKS

APPLICATION GUIDELINE

Kosovar Civil Society Foundation (KCSF), with the purpose of strengthening civil society's role in drafting and implementing policies affecting the communities and public through the promotion of joint activities with partners, provides financial support for NGOs membership in regional /international networks.

WHO CAN APPLY?

Domestic non-governmental organizations except the excluded categories:

- Sports clubs, sports federations, amateur cultural associations, or religious organizations that are registered as NGOs are not targeted for KCSF grants.
- Similarly, NGOs that represent businesses or similar entities which have obvious financial capacities to cover the costs of their organization or sustain their activities are not targeted for KCSF grants.
- Branches of foreign and international NGOs registered in Kosovo are not eligible to apply.

SELECTION CRITERIA:

The Committee shall review applications individually and evaluate them in line with the following criteria:

- Benefit that organization will have from the membership.
- Compliance of the mission, scope and applicant organization with the mission and scope of the network where the membership is required.
- Are not led or managed by Politically Exposed Persons.¹
- In cases when several applications meet the above-mentioned criteria, priority will be given to organizations:
 - o Which cannot cover the membership fee from any other source;
 - o Organizations that have not previously had a Networking Grant.

WHAT IS FUNDED?

Membership fee.

Bank transfer fee.

¹ For more on limitations related to Politically Exposed Persons see the Application Form.

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NUMBER OF APPLICATIONS AND GRANTS PER APPLICANTS

Applicants can be beneficiaries of the Networking Grant once per year.

DURATION

The grant covers membership costs only from the moment of support onwards. In this sense, these grants will not cover previous memberships, including services received in the periods/months of the year before the grant was received.

EXEMPTIONS

- For the purposes of these grants, membership in networks means only membership payments to non-governmental organizations and excludes memberships in professional networks/platforms where membership and payment is for individuals, regardless of whether those individuals are representatives of the applying organizations, in the areas covered by the organization. Although in such cases the benefit is also to the organization, it may remain secondary in relation to the individual professional benefits and is beyond the scope of these Networking Grants.
- There is no payment of memberships for previous years.
- Memberships paid before the official notice of a positive decision on the application will not be refunded.
- This includes organizations that have been beneficiaries of these grants and during the application for a new grant fail to prove participation in activities, collaborations, or evidence of the benefits that the organization had from the Networking Grant.
- No payment is made for invoices issued that are not in the name of the applicant organizations.
- Institutional grantees supported by EJA Kosovë cannot apply for support from this call.

SUPPORT

The maximum amount of support is 800 euros per membership (excluding the expenses of bank transfer).

APPLICATION DOCUMENTS

Applicants must submit the following documents:

- Application form;
- A copy of the NGO registration certificate issued by the Department for NGOs;
- In cases where an application is made for extension of the existing membership, any document that proves the membership (prior membership payments, invoice, email, official list of members, weblink, etc.);
- In cases where an application is made for a new membership, any document proving the network's readiness to accept the organization (invoice, email, commitment, etc.).
- In cases where the organization has been a beneficiary of the networking grant, evidence of the benefits that the organization has received, such as: photos or communications that prove participation in meetings/discussions within the network, and alike.

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- In case the network membership amount exceeds the maximum allowable amount in this call, evidence of co-funding from other source(s) (e.g. email, commitment letter, contract, etc.).

WHERE AND HOW TO SUBMIT APPLICATIONS?

Applications must be submitted electronically. The completed application, with all required documents, must be sent at kcsfsida@kcsfoundation.org with the subject "Networking Grant Application - Applicant's Full Name".

Incomplete applications will not be considered.

APPLICATION DEADLINE

Applications for networking grants will be open until funds are exhausted.

Applicants will be notified of the Evaluation Committee's decision no later than 30 days from the date of application.

All questions related to applying for grants from this scheme can be sent at kcsfsida@kcsfoundation.org.

SIGNING OF CONTRACT

In cases when an application is supported, after receiving a positive response, the applicant organization will be required to send the necessary information for contracting, including the data of the organization's legal representative and the organization's bank account number. The amount of the grant is transferred to the organization after signing the contract.

GRANT CLOSURE

- After signing the contract and accepting the grant amount, the beneficiary organization must submit proof of the transfer of the amount to the network it intends to join.
- In cases where there is an excess more than 10 EUR from the grant amount and the amount transferred to the network that excess amount must be returned to KCSF.

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