

Within the LADDER project (www.ladder-project.eu), the consortium members develop & support activities in the field of development education and awareness raising.

This call for proposal is launched to support grass-root projects in the field of development education and awareness raising. The grants shall focus on micro projects that can produce specific results that will stand as examples and inspiration for citizens, NGOs and Local Authorities (LAs) on how to generate constructive and result-oriented activities.

These micro-projects should aim at **raising public awareness on global development issues** (related to the [Sustainable Development Goals - SDGs](#)) and **promoting global citizenship/development education** (see [Development Education and Raising Awareness - DEAR](#) programme), which includes raising awareness and informing citizens, promoting engagement in action(s) at local level & finally, changing attitudes regarding global challenges & development matters) at the grass-root level in the EU.

Eligibility criteria

The grants for micro projects may be awarded to local authorities, NSAs (associations, community groups, civic initiative groups, citizens' groups and all kind of civil society organizations).

Eligible entities

1. Applicants which may request a sub-grant
In order to be eligible for a sub-grant, applicants must:
 - a) Be legal persons
 - b) Be non-profit making
 - c) Be a Non-State Actor or an association of NSAs, a Local Authority or an association of LAs
 - d) Be established in a Member State of the EU
 - e) Be directly responsible for the preparation and management of the action, not acting as an intermediary

Eligible Activities

2. Actions for which a sub-grant may be awarded

Duration: sub-granted activities shall not exceed 5 months, and must be completed by the 15th of September 2017 and reports of implementation submitted by the 29th of September 2017.

Sector or themes: the sub-granted activities must be in line with the objectives and the priorities of the present project and with the objective of the Programme "NSAs and LAs in development", and in particular with the DEAR approach.

Location: activities must take place in one of the following EU Member States: Austria, Belgium, Cyprus, Czech Republic, France, Finland, Hungary, Lithuania, Luxembourg, Portugal, Slovenia, Sweden, United Kingdom

The applicants, should the proposal be granted, will apply for ALDA's membership no later than September 2017. For more information on the membership status, please refer to this link: http://www.alda-europe.eu/newSite/members_bec.php

Type of actions which may be taken into account

List of different types of activities which may be eligible for sub-grants (list not exhaustive):

- a) Exchange events
- b) Training events
- c) Networking building activities
- d) Information campaigns
- e) Raising awareness activities
- f) Exchange of good practices (e.g visits, meetings, etc...)
- g) Thematic seminars, workshops, exhibitions
- h) Youth activities
- i) Working camps and other voluntary activities
- j) Publications of manuals, leaflets, audiovisual productions
- k) Creative and cultural activities

The following types of action are ineligible:

- a) actions concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences, congresses;
- b) actions concerned only or mainly with individual scholarships for studies or training courses;
- c) actions in the formal education sector, except in special circumstances;
- d) one-off conferences: conferences can only be funded if they form part of a wider range of activities to be implemented in the life-time of the action. For these purposes, preparatory activities for a conference and the publication of the proceedings of the conference do not, in themselves, constitute such "wider activities";
- e) actions intended to raise funds or promote the visibility of the applicant or its partner(s);
- f) actions consisting mainly of research or of study;
- g) actions which consist exclusively or primarily in capital expenditure, e.g. land, buildings, equipment and vehicles, except in special circumstances;
- h) actions which discriminate against individuals or groups of people on grounds of their gender, sexual orientation, religious beliefs or lack of them, or their ethnic origin;
- i) actions supporting political parties;
- j) actions including proselytism.

Selection criteria

The exact amount of financial support for each 3rd entity will be decided by a Selection Committee following the principles of sound financial management, namely value for money and costs/effectiveness. Selection process will take into account, among others, the relevance of the project proposal with reference to the LADDER objectives, the outreach capacity, the originality & innovative approach, its relevance for the local community, the capacity to increase citizens' awareness on global development issues and the involvement of other actors, NGOs, Local Authorities. Only selected project proposals will be informed.

The Selection Committee will have the final decision on the selection of the re-granted projects and its verdict will be un-appealable. The results will be published on the website of the project and winning proposals (only) will be contacted. Due to limited capacities, individual feedbacks on proposals will not be provided.

Size of grants

Any **grant** requested under this call for proposals must fall between the following minimum and maximum amounts:

MIN: 2,000.00 €

MAX: 6,000.00 €

Any grant requested under this Call for Proposals may not exceed the following maximum percentages of total eligible costs of the Action:

- Maximum percentage: **50%** of the total eligible costs of the project proposal (total budget).

Funding (LADDER): up to 50% of the project budget proposal

Co-funding (beneficiary): min 50% of the project budget proposal

The balance, referred to as co-funding (i.e. the difference between the total cost of the Action and the amount requested) must be financed from sources other than the European Union Budget or the European Development Fund. Any other fund of EU origin will be not considered as co-funding.

All expenses (funding and co-funding) must be reported with justificatory documents (invoices, proofs of payments etc). Contributions in kind are not eligible and will not be treated as co-funding.

Deadline for submission

Proposal must be submitted 30 days (calendar) following the date of publication of this current call for proposals.

Reporting

The beneficiaries will provide the necessary reports (narrative and financial reports accompanied by the justificatory documents), using the templates provided, including photos/pictures and its outreach (online links, publications etc).

Communication & visibility

The selected re-granted projects must fully respect the visibility and communication requirements related to the LADDER project, including the logos of the project LADDER, of ALDA and of the EU (+ the reference “with the financial support of the EU” and the disclaimer) in all publications, references, documents, news and any other visibility and communication action regarding the project, in line with the Communication and Visibility manual for European Union external actions.

(https://ec.europa.eu/europeaid/sites/devco/files/communication_and_visibility_manual_en.pdf).