




Centrum für internationale  
Migration und Entwicklung  
eine Arbeitsgemeinschaft  
aus giz und 

Im Auftrag des



Bundesministerium für  
wirtschaftliche Zusammenarbeit  
und Entwicklung

## Program to strengthen the engagement of Diaspora organizations in development cooperation

### Information about the grant's framework

#### Grant 2020: „Exchange of Knowledge“

CIM is dedicated to strengthening the engagement of Diaspora organizations in Germany in the field of development cooperation. The program supports migrant and Diaspora organizations in Germany that would like to support the development in their countries of origin. The focus should be the exchange of knowledge between people with a migration background (organized in Diaspora organizations) and their places of origin.

This information sheet provides an overview of the framework of the program. It informs about the general requirements, funding criteria and the process of application and selection of the classic call for proposals 2019.

Projects in the following countries are eligible:

*Albania, Cameroon, Colombia, Ethiopia, Ecuador, Georgia, Ghana, India, Indonesia, Jordan, Kenya, Kosovo, Morocco, Nepal, Nigeria, Palestinian territories, Peru, Senegal, Serbia, Tunisia, Ukraine, Vietnam.*

The main activities must be implemented within the migrants' countries of origin. The exchange of knowledge must be a central element of the project. Activities in Germany may only be supportive. **It is mandatory to have a local partner organization in the target country**. The partner organization helps to implement the project and is responsible for its continuation after the end of the funding.

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## Grant beneficiaries

We fund Diaspora organizations

- In which at least 50% of the members and/or 50% of the board members have a migration background in countries of the Global South;
- That are registered as legal entities in Germany (e.g. in the German register of associations)
- That can prove their status as a non-profit organization (certificate of tax exemption, articles of association)
- Which are not currently receiving project support from CIM.

## Structure of the project and the partner organization

- The maximum funding duration is **15 months** (new!).
- The project activities must take place in one of the countries listed above.
- Projects must be self-contained. All results must be achieved within the funding period.
- Persons from the Diaspora, living in Germany, must be involved in the implementation process in the country of origin.
- The project must be developed and implemented by an applying Diaspora organization in Germany and a local partner organization.
- The local partner organization must be non-profit and registered as legal entity in its country.
- A project team shall implement the project.
- GIZ/CIM's contracting partner is the applying Diaspora organization from Germany. The latter is legally responsible for the implementation with regard to content, finance and administration. The Diaspora organization supports its local partner at this process as well.

## Content of the eligible projects

**Projects with the following conceptual orientation are eligible:**

- Exchange of knowledge between Diaspora organizations in Germany and the Diaspora's countries of origin
- Initiate or support sustainable development processes in the Diaspora's countries of origin
- Support of the Sustainable Development Goals (SDGs)
- Reduction of causes of flight
- Local development relevance (relation to national/regional/local development strategies) and improvement of the living conditions in the Diaspora's countries of origin

**The following activities can be funded:**

- Seminars and trainings to introduce new technologies, methods or procedures (incl. the purchase of supporting material and learning equipment)
- Qualification measures for diverse target groups
- Training of multipliers
- Dissemination of information to other local actors

**The following types of projects cannot be funded:**

- Projects that focus exclusively on the provision of humanitarian aid
- Projects that focus exclusively on infrastructure and construction measures

- Projects where neither the lead partner nor other partners are able to provide funds for any follow-on expenditure that may be required
- Projects dedicated to donations or to paying off loans
- Projects that concentrate on representation and contact maintenance

### Information about the grant's financial frame

- **CIM provides a maximum funding sum of 44.000 Euro.**
- Additionally, CIM can cover administrative expenses up to 10% of the total funding sum as a lump sum. This includes costs for office supplies, rents, postage, telephone and Internet.
- The Diaspora organization itself must cover at least 10% of the total funding sum (including administrative costs). A third party (funding by BMZ excluded) can also cover this sum.
- It is necessary to keep receipts for all expenses. In case of a financial check, the Diaspora organization must provide those receipts.

Example<sup>1</sup>:

Financial contribution of CIM	35.000 €
Administration lump sum (10%)	3.500 €
Total funding sum of CIM	<b>38.500 €</b>
Contribution of the Diaspora organization (min. 10%)	3.850 €
Total sum	<b>42.350 €</b>

### Information about the project's financial planning

The following costs are eligible:

- **Personnel costs** (incl. allowances, fees) for content-related activities in the course of the exchange of knowledge (max. 40% of the financial contribution of CIM),
- **General and material costs**: documents for trainings, rental costs for seminar rooms and technical equipment for trainings, expenses for the printing of learning material and flyers, costs for the design of products for awareness-rising, equipment for seminar rooms, expandable material for technical trainings, acquisition of technical material for demonstration and qualification measures,
- **Travel costs**: costs for **accommodation, meals, transport** for participants of qualification measures, flights and accommodation for international and local trainers and experts,
- Project-related **public relations** material, e.g. flyers, film material etc.

Expenses for technical and physical infrastructure can be covered only in exceptional cases. They must be very relevant for the exchange of knowledge. In case of expensive purchases, this relation must be outlined and justified in detail. Further, we need specific information about the later use and maintenance of the infrastructure.

Staff costs for administrative as well as coordinating activities cannot be supported.

Necessary equipment should be purchased in the project country or one in of the neighbouring countries.

All costs listed in the financial plan should comply with standard rates applicable in the project country.

<sup>1</sup> In case of organizations with little experience in project funding or in cooperation with local partners, we recommend to apply for sums well below the maximum.

## Application procedure

The application procedure is divided into two phases:

### First phase

- Dispatch of the call for project drafts on January 20<sup>th</sup>, 2020
- Consulting on the project ideas and the project draft by telephone and e-mail
- Submission of the project draft by the Diaspora organization until February 24<sup>th</sup>, 2020 to [cim-projekte@ask-agentur.de](mailto:cim-projekte@ask-agentur.de)
- Formal inspection of the project's eligibility
- Content-related assessment of the received project drafts on the basis of the 1<sup>st</sup> phase's evaluation criteria (see following section) by CIM
- Preselection of appr. 1/3<sup>rd</sup> of the project ideas until the beginning of April by CIM

We will inform you until the 15<sup>th</sup> of April, whether your project is chosen for the 2<sup>nd</sup> phase.

### Second phase

The diaspora organizations of the preselected project drafts are asked to provide a more detailed project application plan of activities and financial plan. The final application must be provided until June 8<sup>th</sup>, 2020.

Simultaneously to the application process there will be training and on-site visits by CIM's regional structures in the target countries.

In addition to the application we need an extract of the register of associations (not older than 2 years), the articles of association, the current certificate of exemption, information about the tax deduction entitlement, information about the partner organization's legal status and a letter of intent of the partner organization.

We will send the forms for the 2<sup>nd</sup> phase in due time. CIM will assess evaluate the concept (see criteria in the following section) and the financial plan in detail. We will give feedback and clarify details with the applicants during this process (by telephone, e-mail and in person). If necessary, the Diaspora organization must revise the application.

We will select the projects until the end of August 2020. The projects can begin implementation from January 1<sup>st</sup> 2021 onwards.

## Conceptual selection criteria

### **Project drafts (=first application phase) will be assessed according to the following criteria:**

#### *Relevance to the call theme “Exchange of knowledge”*

- The exchange of knowledge through the Diaspora organization (directly or through external expertise) is the central element of the project. The chosen experts/trainers should be part of the Diaspora in Germany. We especially appreciate projects, which base on the exchange of knowledge of the Diaspora organization’s members and expertise itself.

#### *Clarity of the project idea*

- The project outline shall provide a clear picture of the project idea, its goals, the activities to be implemented as well as the relevant stakeholders and actors with their respective roles.

#### *Development focus*

- Eligible projects must contribute to the sustainable development of its target country. The most relevant topic shall be identified on close exchange with the partner organization and the target group of the project.

#### *Sustainability*

- Eligible projects must be designed considering the medium-to-long term perspective and self-sustainability after the funding period. We appreciate project ideas that outline how the partners and target groups apply the gained knowledge and that consider the integration into local structures.

### **Project applications (=second application phase) will be assessed according to the following additional criteria:**

#### *Quality of the project planning*

- Eligible projects should outline the relation between the project’s goals, its activities and the financial plan in a comprehensive way.

#### *Gender*

- Eligible projects should outline how men and women are affected by the project and how their respective needs are met during the process.

#### *Ownership*

- Eligible projects should describe how the target group is participated in the phase of project planning. Further, it should be outlined how the local partner organization benefits from the project and which tasks and role they take during the project implementation. Further, the applicant should outline how the project goals could be integrated locally in the long term and continued by the partner organization after the project’s end. A Letter of Intent should confirm the cooperation between the Diaspora organization and the local partner organization.

### Further information regarding the project implementation

- The Diaspora organization in Germany is responsible for the implementation, financial management and reporting towards GIZ/CIM.
- The submitted financial plan is the basis for the funding. If the project duration is more than 4 months, the funding sum will be transferred in several tranches as advance payments. These tranches have to be requested separately.
- 10 % of the funding sum will be withheld until the service incl. reporting and final invoice are received.
- The Diaspora organization reports every two months about the expenses and finances of the project and provides where-used lists.
- Every six months, the Diaspora organization must provide progress reports about the current state, developments and potential needs for adaptation.
- During the funding period, at least one personal exchange between CIM and the Diaspora organization should take place. Additionally, there must be one monitoring visit at the partner organization by a CIM-coordinator.
- Without any special request and at the latest two months after the end of the funding period, the Diaspora organization in Germany sends a final report to GIZ/CIM.
- Further detailed information about the requirements for the financial invoicing and reporting will be sent by CIM/GIZ after conclusion of the contract.