

Friends of Niger Grant Application Guidelines

Grant Proposal Guidelines

Friends of Niger (FON) awards small grants to support projects that directly benefit the people of Niger. Grants range between \$500 and \$5,000. Funding for grants comes from donations of members and supporters of the Friends of Niger organization.

Applications for funding must be received by **MARCH 15, 2023 for the first cycle and September 1, 2023 for the second cycle**. All eligible applications will compete for available funding, based on how well they score.

FON gives priority to projects that:

- Address a locally identified need
- Are feasible and likely to be successful
- Benefit a group or community level (i.e. not just individuals)
- Have group or community involvement and local contributions in the project design and implementation
- Have a plan to sustain the benefits into the future
- Build local capacity and leadership

(See detailed descriptions below)

FON Will Not Fund:

- Political advocacy, including political campaigns or attempts to influence legislation in Niger
- litigation activities,
- Visa or other immigration requests that only benefit individuals
- Debt relief for any organization
- Projects that benefit only one individual or family
- Projects with a religious, ethnic, or racial objective or any other discriminatory objective considered illegal under Nigerien law.
- Scholarships for individuals

Eligibility:

Applications are welcomed from not-for-profit organizations, community associations, schools, and clinics. Applications will not be accepted from individuals or organizations that represent political parties, private businesses, or any entity that has outstanding obligations to FON including missing or incomplete project reports. Applications from organizations on a terrorist watch list or associated with any other form of political violence, money laundering or any criminal or illicit activity determined by Nigerien law, regional law and/or international law are not eligible for funding

Application Submission

Applications may be submitted in English or French and may be handwritten as long as they are legible. Applicants are encouraged to write short, complete answers following the guidance including respecting the word limits noted in the application form. Long descriptions of local conditions are not needed since reviewers are familiar with conditions in Niger. The application



should be very clear about how the proposed project will improve the lives of Nigeriens. Applications must include all requested information; incomplete and ineligible applications will be returned to the applicant. Applications requesting more than \$5,000 in funding from Friends of Niger will not be considered.

Submit applications via email or by mail to Friends of Niger Grants Management Committee:

- Please submit proposals as a Word Document to facilitate the review process. (do not send as PDF or other format unless you have technical difficulties)

<u>Via Email:</u> projects@friendsofniger.org	<u>Or mail to:</u> Friends of Niger, Grants Management Committee PO Box 452 Haverford, PA 19041
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All applicants will be notified on initial receipt of their application. If you do not receive a confirmation email within 7 days of submitting your application, please contact us. Results of the competition will be announced to all applicants by 2 months after the application due date. Friends of Niger will work with successful applicants to transfer funds after notification.

TIPS FOR A SUCCESSFUL APPLICATION

The Grant Review Team is composed of Friends of Niger volunteers who have a working knowledge of the conditions and needs in Niger. Many of the reviewers have lived in rural villages and implemented projects in Niger themselves. They are eager to support projects that are locally initiated, have local participation and have local benefit.

To be successful, applications should focus on providing the most relevant information to explain how project goals will be achieved and the difference the requested funding will make for the community. The project description should demonstrate that all major steps and the resources essential to achieve them have been considered, including key people, materials, funds, authorities and permissions.

In addition, successful applications should:

- ✓ Define all acronyms
- ✓ Be concise and respect maximum word limits
- ✓ Focus sharply on the project you are proposing
- ✓ Avoid extensive general background information, as the reviewers are familiar with Niger
- ✓ Explain what you are going to do.
 - Provide enough information to determine if your project is feasible and likely to be successful.
 - Proposals will receive low scores if it is difficult to determine what actions will be taken.
 - Listed project activities should be clearly related to the desired project results
- ✓ Provide enough detail.

- Describe the major activities and be sure to indicate their costs in the budget.
- Proposals often receive low scores because there is not enough information on the proposed activities.
- ✓ For proposals that include training activities:
 - Include the, topic, duration and goal of training. For example, instead of just “Provide Training” specify “sewing lessons to teach fabrication of reusable menstrual pads for 3 full consecutive days”; or “1-hour afterschool training once a week for 10 weeks”.
 - Good training goals will describe new skills and abilities trainees will be capable of completing on their own after the training. For example, “number of participants able to sew menstrual pads independently”.
- ✓ Target requested funds for essential, meaningful activities.
 - Budgets should be focused on what is needed to achieve results.
 - Budgets will not be competitive if they have a high percentage of expenses not directly supporting the activity or if they do not directly benefit the participants; such indirect expenses include such things as office rent, expensive coffee breaks and excessive per diem.
 - Local contribution of meeting rooms and other locally available resources are a demonstration of local support. Proposals that request funds to pay for meeting rooms, coffee breaks, food and per diem, almost always lack local support and will therefore not be competitive.
- ✓ Identify measurable expected results in a solid monitoring and evaluation plan.
 - Results should be closely related to the project objectives and proposed activities.
 - Your stated goals should be feasible, measurable and describe a positive change that results from your proposed project.
- ✓ Involve participants in project development.
 - Work with the main participants of the project before you apply for funding.
 - Funds are most often allocated to projects where the beneficiaries are already ready and eager to participate.
 - If the target group has not been engaged and involved in planning the activity, the proposal will not be competitive.
- ✓ Plan for sustaining the benefits into the future.
 - Explain how you will be able to continue the activity in the future without our further assistance.
 - Requests that ask for funding to serve an ongoing and continuing need are unlikely to compete well. While FON understands some of these needs are critical, our limited funding is not well suited to satisfy ongoing needs.
 - For example, routine child feeding programs are unlikely to be supported without a plan to transition to some other way to meet that need.
 - Projects that rely on foreign technology or imported products are unlikely to be competitive because they are hard to sustain at a local level.

PROPOSAL REVIEW CRITERIA

Locally Identified Need and Relevance: The project addresses a locally identified need in Niger which is clearly articulated. The project is clearly developed in concert with and supported by local and/or traditional authorities.

Feasibility: The project is likely to be completed successfully with the people and resources requested and within the proposed timeframe. There is adequate experience and technical expertise within the applicant team for successful project implementation. The project's Responsible Party has demonstrated competence in leading projects. The proposal identifies potential problems or barriers to successful completion and how they will be addressed if needed.

Impact & leverage: A substantial number of people will benefit (directly and/or indirectly) relative to the amount of FON funds spent and there will be a locally significant or a more generalized, short- or long-term impact. The proposal identifies how other potential donors and/or partners will contribute. Consideration is also given to project ideas that could be replicated in other locations.

Monitoring & Evaluation: The proposal includes specific measurable criteria of success and indicates who, when and how these criteria will be measured. The monitoring should be clearly linked to the project goals.

Demonstrated Community Support: The project demonstrates local support including but not limited to local participation in project development, donated labor/materials, cost sharing, expertise, resources, and oversight.

Sustainability &/or Humanitarian need: Proposed activities can be implemented, managed, and/or maintained by community members without additional external technology, supplies, support, or resources-- OR there is an accompanying, viable plan for any such needed assistance. In other words, the proposed activity does not make the situation more vulnerable or precarious and does not worsen or create dependency.

* We understand that sometimes the goal of sustainability is not practical, e.g., a classroom construction project. Therefore, projects that address a short-term humanitarian need without undermining the ultimate goal of self-sufficiency may also be competitive.

Capacity Building: The project will strengthen the capacity of the implementing organization, community and/or beneficiaries. The project offers local opportunities to enhance skills in project management, implementation and/or evaluation.

Application Quality: The application is well laid out and provides the information required in a succinct and understandable way.