



RULES FOR THE SPECIFIC CALL FOR PROJECTS ARMENIA 2024

ARTICLE 1 – OBJECT

Following the arrival of over 100,000 displaced persons from Artsakh in Armenia, La Guilde, whose Microprojects division organizes calls for projects designed to encourage initiatives from international associations through support and funding, has decided to launch a specific call for microprojects for Armenia. In order to enable these populations to remain on Armenian territory, and to provide development aid aimed at the integration of displaced persons from Nagorno-Karabakh, as well as support for the Armenian population. This call for projects is financed by the Agence Française de Développement (AFD).

Microprojects, by being rooted locally and through the diversity of their actions, are an asset for responding directly to locally expressed fundamental needs. These microprojects must respond to a local demand from populations, as actors and actresses in their own development, who are looking for a sustainable improvement of their living conditions. They are characterized by : local cooperation, low overall cost (generally less than €100,000), small-scale geographical impact, a possible innovative and/or replicable aspect, fast and lasting results.

ARTICLE 2 – CONDITIONS

The funding initiatives for the call for project Armenia 2024 must range from **3,000 to 12,500 euros**.

Under no circumstances may the grant awarded by the program represent more than 75% of the project's eligible expenses, excluding valorization.

The remaining 25% may be provided by the applicant's own resources and/or by other financial partners.

These Armenia 2024 grants cannot be combined with direct or indirect co-financing from French institutions such as the ones from the Ministry of Europe and Foreign Affairs (MEAE) or the Agence Française de Développement (AFD).

ARTICLE 3 – ELIGIBILITY CRITERIA

Associations eligible for grants must meet the following criteria:

- ✓ associations under French law (law 1901) or Armenian law,
- ✓ associations with over 2 years of existence at the closing date of the session,
- ✓ French associations with annual resources equal to or less than 200,000 EUR (2023 accounts)
- ✓ Armenian associations with annual resources equal or less than 500,000 EUR (2023 accounts)
- ✓ have a legal existence and their own accountancy (for regional branches of national structures),
- ✓ not be involved in decentralized cooperation (twinning committees are not eligible).

Projects eligible for Armenia 2024 grants must meet the following criteria:

- ✓ be carried out in Armenia. *Projects in France are not eligible.*
- ✓ project must run for a minimum of 12 months and a maximum of 18 months (including monitoring and evaluation phases).
- ✓ present future activities, not past or current ones (if activities have already taken place in the past, they should be summarized in the historical section of the project). Expenditure will be eligible from the closing date of the call for projects (february 28th), for associations able to initiate expenditure from their own funds.
- ✓ For actions related to the integration and insertion of displaced persons from Nagorno-Karabakh in Armenia:
 - assistance in welcoming displaced persons from Nagorno-Karabakh,
 - relaunch and development of income-generating activities,
 - training for professional integration,
 - capacity-building for organizations (training, hosting volunteers - Service civique and Volontariat de Solidarité Internationale),
 - agricultural development, food production and support of small farmers

Eligible expenses and non-eligible ones

The main eligible expenses are those related to :

- ✓ construction (on condition of real financial autonomy),
- ✓ equipment,
- ✓ capacity building (training & support),
- ✓ monitoring/evaluation.

Ineligible expenses are those related to :

- × expenses already incurred,
- × expenses devoted entirely to local salaries or other operating costs,
- × salaries in France,
- × equipment purchased in France,
- × transportation of equipment from France,
- × international travel (tickets, visas, vaccinations, etc.) and local travel (rental of means of transport, accommodation, food, etc.) for the French association.

These ineligible expenses may nevertheless be mentioned in the project budget to be consistent with the narrative, but they must be covered by other funding sources or by the association's own funds.

ARTICLE 4 – FILES SUBMISSION

Project applications must be submitted exclusively online through the [Portail Solidaire](http://www.portailsolidaire.org) platform (www.portailsolidaire.org) between **Friday, January 08, 2024 and Wednesday, February 28, 2024 11:59pm Paris time.**

ARTICLE 5 – SELECTION OF FILES

A selection committee composed of La Guilde, partner foundations and external experts will meet the week of **March 25, 2024** to select the funded projects. The winning projects will be announced the week of April 1.

Each project submitted, whether approved or rejected, will receive a detailed recommendation, including positive points and recommendations. Following the final committee, these reviews will be available online on the Portail Solidaire.

Selection criteria of projects:

- Relevance of the project: needs expressed by the local population, appropriate response, long-term objectives, etc.
- Compliance with the themes set out in article 3
- Local anchorage: partnerships/collaboration with NGOs and other local associations, articulation with local policies, etc.
- Sustainability of the project: the project can continue, expand, be reproduced, become autonomous in the medium term...
- Proportionality between expenses and expected results

- Ability to measure change
- Involvement of beneficiaries throughout the project

Consideration of transversal themes such as gender, youth and the environment

- Mobilization of volunteers (Volontaire de Solidarité Internationale and Service Civique International) is encouraged.
- We encourage projects that highlight the commitment of local citizens and of the French association through valorizations

ARTICLE 6 – RELEASE OF FUNDS

Notification is made by e-mail at the end of the final jury committee and is visible online in the project section of each applicant association.


For grants of 5,000 euros or more, the Agence Française de Développement must issue a Non-Objection Notice (NOO) as part of its fight against money laundering and countering of financing terrorism, a due diligence is required in order to release the grant. The AFD has approximately one month to issue a NOO. **This procedure does not require any additional documents on your part and is included in the application.**

For all awarded projects, a financing agreement will be signed between the association and La Guilde, setting out the commitments and obligations of each party. The grant will be disbursed in two installments :

- 2/3 (66%) by bank transfer after signing the grant agreement and upon submission of a funds release request letter (template provided by La Guilde) within 1 year of the announcement of the jury's results,
- The remaining 1/3 (34%) will be disbursed upon project completion, and **after approval of the final narrative and financial report**. The final third must therefore be advanced by the association's treasury during the implementation of the project, and will be reimbursed once the final report has been validated by La Guilde.

ARTICLE 7 – IMPLEMENTATION OF THE PROJECT AND REPORTING

The awarded structure undertakes to use the financial contribution of the “Armenia 2024” call for grant in accordance with the accepted narrative and financial application. Any significant change to the objectives, partners, activities, schedule, or budget of a winning project must be notified to and approved by La Guilde before it is implemented. Failure to comply with this clause or partial or non-implementation of the project may result in the reallocation of the funding granted, or a request for full or partial reimbursement of sums already paid.



The submission of intermediate reports is compulsory halfway through the financed project. The report, in free format, must be uploaded to the corresponding project's reporting area in the Portail Solidaire platform. It should present the project's progress, any difficulties encountered and any modifications, as well as a financial update.

The submission of the final report, based on the available template online, must be submitted at the end of the project. The association has a maximum of 2 months after the end of the project to submit the final report online. Any failure to meet this deadline, except in duly justified exceptional cases, will result in the non-disbursement of the last third of the grant.

A monthly steering committee will decide on the disbursement of the last third of the grant after reviewing the final report and ensuring its conformity with the initial narrative and financial application. The portion of the grant allocated by La Guilde may under no circumstances exceed 75% of eligible expenses, excluding any valorization work.