



## Eligibility Criteria and Requirements for Arts & Culture Small Projects

### Eligibility criteria

Projects *shall*:

- be in line with the **SDC Culture and Development Policy** (available at the following [link](#));
- promote one or more of the following:
  - artistic expression, creative activities and the dissemination of work;
  - production of original work and innovative approaches;
  - empowerment of artists and facilitate artists' exchange;
  - community access to and participation in cultural and artistic life, particularly in rural, remote or disadvantaged areas;
  - space for reflection, dialogue and discussion on relevant issues for the society;
- take place in Bosnia and Herzegovina and be implemented by organisations that are registered in Bosnia and Herzegovina;
- neither be below a Swiss contribution of CHF 10'000 nor exceed the maximum of CHF 200,000 represented as the equivalent in BAM, using the exchange rate at the time of the project proposal submission. *Applications will be carefully reviewed taking into account the cost benefit/effectiveness of proposed activities and budget, and the capacities of the applicant.*
- include a financial or in-kind own contribution by the applicant. In case the applicant is a local organisation, the Swiss contribution is limited to a maximum amount of 80%. In case the applicant is a public institution or an international or Swiss organisation registered in Bosnia and Herzegovina, the Swiss contribution is limited to a maximum amount of 50%.
- budget an external audit in the project proposal application in case of a requested Swiss contribution equal or above CHF 100,000;
- neither have a duration of more than 18 months nor last beyond December 31, 2026.

### Criteria of exclusion

The funds for Arts & Culture Small Projects shall not be used to finance:

- study tours and tours of existing works or productions abroad;
- private business ventures and commercial activities;
- start-up grants for establishing organizations;
- individuals;
- scholarships;
- organization with religious and political party affiliation;
- charity events and sponsorships;
- infrastructure;
- equipment, unless it is indispensable for the implementation of the small action;
- planning and evaluation activities;
- additional activities in large-scale project where Swiss contributions would not be visible anymore;
- running costs of a public institution or governmental bodies, including salaries of public servants;
- a second phase of a previously implemented Arts & Culture Small Project.

## **Competence and reliability of the applying organisation**

The partner organisation *must*:

- have an adequate organisational structure and a sound financial record,
- provide information about selected reference projects implemented over the past five years and indicate whether (and for what purpose) the organisations has received funds from the Swiss Government before,
- demonstrate that they have the knowledge and capacities to conduct the proposed activities.

## **Selection criteria**

Projects *must*:

- be developed in a participatory way and respond to a clear interest of the target group;
- provide quality information and describe the feasibility of proposed activities in the application
- take into account the sustainability of results.

Projects are *preferred, if they*:

- take into consideration one or more of the following and clearly demonstrate how these will be applied: social inclusion, gender equality, youth support, good governance, reconciliation/dealing with the past, human rights, climate change adaptation and mitigation
- promote and undertake capacity development as a way of improving performance at the individual, organizational, network and broader system levels.

*In order to ensure a swift and expedient evaluation, applicants are strongly advised to submit their applications and supporting documents in English. For projects equal or above CHF 50,000 this requirement is compulsory.*

## **Reporting**

Grant recipients need to submit an operational and financial report (based on provided templates) within 30 days after the end of the project activities.