



## **Funds for Small-Scale Projects at the German Consulate General, Mumbai**

### Description:

Every year, the German Consulate General is allocated funds from Germany for so called small scale projects. This allocation generally takes place in February or March every year. Small scale projects are social projects, implemented by NGOs, aiming at for example supporting development, alleviating poverty, providing education and training to underprivileged persons in rural areas, protecting the environment and supporting women's issues.

With these project funds, the German Consulate General supports local initiatives and helps to implement further facilities which cannot be realised by the organisation itself due to lack of financial means. However, the funds for small scale projects are limited and not every project submitted can be taken into consideration.

### Procedure:

The project proposal has to be submitted in English language between 1<sup>st</sup> of October to 31<sup>st</sup> of January. Please note that proposals which are handed in before or after this date cannot be considered.

The German Consulate General will then make a choice and give notice in due course whether your project is eligible for a grant. If so, a representative of the German Consulate General will visit your organisation.

### Documents to be submitted:

- the duly completed questionnaire
- a brief introduction of your organisation
- a description of the project and the project background
- the target and objectives of the project
- an evaluation of its sustainability
- a declaration that there is no foreign aid granted for the same project
- the requested assistance from the small scale projects fund
- a detailed estimate of the costs alongwith a list of material and equipment to be purchased for the implementation of the project and quotations of the dealer or manufacturer

Important:

- only one-time purchase of material and equipment up to a maximum amount of the equivalent of € 20.000 (roughly 1 260 000 Rupies) can be financed. Recurrent expenditures such as e.g. salaries, rent payments, electricity or water bills, food, travel expenses, training courses, school fees cannot be financed
- the project has to be completed within six months, before November of each year
- the project can only be started after approval by this Consulate General and the signing of an Agreement between the German Consulate General and the applicant
- the grant will only be paid out in form of a cheque or demand draft on submitting the original bills
- only original bills dated later than the date of signing the agreement will be accepted for payment.
- bills must be submitted by October 31<sup>st</sup> every year or the date mentioned in the agreement. However, earlier submission is urged
- an acknowledgement of receipt should be sent to the Consulate General without delay upon receipt of the cheque or demand draft
- On completion of the project send a final report with some photographs

In case of difficulties in obtaining an original bill from the dealers or manufacturers, the Agreement may be shown. It clearly states that payment will be effected by the German Consulate General.

The project will be visited upon completion by a representative of the German Consulate General.