

Concept Note

Program of Grants for Moldovan Diaspora Organisations

General references

The Program of Grants for Moldovan Diaspora Organisations (hereinafter "the Program") is a government grants program of support for Diaspora cultural and educational projects abroad. The program is implemented under umbrella of Diaspora Engagement Hub by the State Chancellery through the Diaspora Relations Bureau (BRD), with funding from the state budget.

The program is provided to support diaspora cultural and educational projects abroad.

Grants awarded are used for public interest projects initiated and implemented by the beneficiary.

The procedure for organizing the thematic grant competition, the designation of the winners, the award of grant contracts, the action plan for the implementation of the project, as well as the report prepared on the basis of the action plan constitute information of public interest.

For the purposes of the Program Regulation, the following **concepts** shall be defined:

Applicant - association, non-governmental organization from the diaspora or Romanian Language Educational Center from abroad that sends the application file for financial support of the projects within the program.

grant beneficiary - the applicant designated as the winner by the Evaluation and Selection Committee, signatory of the grant contract.

funding application - form that includes a description of the project to be implemented (general framework; purpose and objectives; beneficiaries / participants; promotion; results; impact and sustainability; monitoring and evaluation; budget, etc.);

grant contract - a contract concluded, in accordance with the law, between the State Chancellery and the grant beneficiary, through which the parties assume mutual commitments aimed at implementing the winning project in the project competition;

Commission - Evaluation and Selection Commission, an advisory body established by the Order of the State Chancellery, established in order to coordinate the process of evaluation, selection and approval of project proposals submitted / submitted for funding under the program.

own contribution - the financial contribution / voluntary material of the grant beneficiary, for the actions identified within the financed projects.

contribution from development partners / donors - the financial contribution, including through human resources, allocated for the realization of the projects financed within the program.

financing - financial allocation from the state budget or the donor budget for the grant beneficiary, in order to cover in full or in part the expenses intended to implement the project within the program.

action plan - a form describing the stages of the project (objectives; actions; activities; planned budget; source of funding; outcome / product indicators; deadline; managers and stakeholders; risks; risk mitigation measures).

project - a unique process, consisting of a lot of coordinated and controlled activities, with start and end times, which guarantees the achievement of an objective according to the specified requirements including time, cost, resource constraints.

final report - form developed on the basis of the action plan describing the level of implementation of the project (objectives; actions; activities; planned budget; budget achieved; source of funding; result / product indicators; deadline; responsible and stakeholders, risks, level of action, comments).

The **preconditions for funding** are: transparency; free access; non-retroactivity; funding within the allocated budget; responsibility for project management.

The criteria for evaluating application files and awarding grant contracts will be applied in a non-discriminatory manner, so that any applicant has an equal chance of obtaining funding.

In view of the SARS-CoV-2 pandemic and taking into account the measures taken by the authorities of the States in which the grant projects are to be carried out under the program, the State Chancellery (Diaspora Relations Bureau) emphasizes the following: Applicants must carefully follow the decisions taken by the authorities of the State of residence regarding the permitted activities, the number of participants, unaffected areas and areas with outbreaks and adapt their funding applications to those decisions.

Organizing and conducting the program

The **aim** is to capitalize on the potential and support the associative environment of the diaspora and the Romanian Language Educational Centers for the consolidation, development and active participation in the promotion of national identity, culture, language and traditions abroad.

Specific objectives:

OS1 - Creation of a mechanism for financial support of the associative environment in the diaspora and of the Romanian Language Educational Centers abroad;

OS2 - Facilitating the process of teaching the Romanian language in the diaspora and carrying out cultural-educational activities within the associative environment in the diaspora and the Educational Centers;

OS3 - Strengthening the connection between the Republic of Moldova and the diaspora communities / associative environment.

The following **areas of funding** for project implementation are established:

- a) Education - supporting the process of studying the Romanian language and training the new generation of young people in the diaspora to know and represent the Republic of Moldova;
- b) Culture - implementation of activities for the development, expansion and promotion, traditions, values and image of the Republic of Moldova abroad;
- c) Mass media - promoting the activity of members and communities of the diaspora abroad by supporting the media;
- d) Supporting, consolidating and expanding the associative environment of the diaspora of the Republic of Moldova.

Eligible activities: creation of Romanian Language Educational Centers abroad (only within a Diaspora Association registered with a legal entity); supporting existing Educational Centers (being part of a Diaspora Association); capacity building of Diaspora Associations; procurement of technical equipment; procuring handicrafts, national symbolism, folk costumes; campaigns, competitions, fairs, symposiums, festivals, forums, seminars, trainings, round tables, exhibitions, debates, consultations, conferences, bilateral and multilateral exchanges of experience,, creation of sites and communication networks, creation of radio programs and television, as well as other similar actions.

The **implementation period of the projects** is from 2 weeks to 3 months.

In order to participate in the competition / call, the proposed project must meet the following eligibility criteria:

For applicants:

Can obtain grants:

- Associations, non-governmental organizations and Romanian Language Educational Centers in the diaspora of the Republic of Moldova that have legal personality and are officially registered in the state of destination;

Applicants in one of the following situations will **not be eligible** for a grant:

- do not have legal personality;
- carry out or have carried out, in any form, activities against the Republic of Moldova and / or the community of Moldovan citizens abroad, defamation actions or any act / action likely to harm the reputation or image of the Republic of Moldova and / or the community of Moldovan citizens abroad;
- are in default or have their accounts blocked on the basis of a final court decision or an enforceable title issued by the authorities;
- are subject to insolvency, dissolution or liquidation proceedings in accordance with legal provisions.

For projects:

To be **eligible**, a project must cumulatively meet the following conditions:

- the activities are to be implemented abroad;
- correspond to the purpose and objectives of the program;
- be related to the activities / actions provided for in the applicant's statute;
- the implementation of the project should not generate a conflict of interests;
- not to pursue profit;
- not to include activities of: financial intermediation and insurance, real estate transactions, legal advice, gambling and betting.

Organizing the application contest

BRD establishes the calendar for organizing the selection competitions, the information is published (the announcement) on the official BRD website (www.brd.gov.md) and the platforms used, the pages of the embassies and consulates of the Republic of Moldova, social networks.

The competition takes place in the following stages:

- a) Publication of the competition announcement-BRD;
- b) Completion and presentation of the competition file by the applicants;
- c) Verification by BRD of the fulfillment of the eligibility conditions established in the present Regulation;
- d) Requesting clarifications (if necessary);
- e) Presentation of the files for examination to the members of the Commission;
- f) Evaluation / selection and approval of projects by the Commission (meetings or remote);
- g) Public presentation of the contest results.
- h) Conclusion of grant / financing contracts.

The submission dossier will contain the following documents:

- Application for funding;
- Project action plan;
- Copies of the identity documents of the legal representative of the applicant or the person empowered by him and of the project coordinator (if other than the legal representative of the applicant);
- The CV of the legal representative of the applicant or of the person empowered by him and of the project coordinator (if he is other than the legal representative of the applicant);
- Applicant's CV (association, non-governmental organization or Educational Center);
- The articles of association, the statute or the registration deed, the tax registration certificate, as well as any other documents attesting the legal status of the applicant, according to the legislation of the state of residence / destination;
- Certificate regarding the holding of a bank account of the applicant (legal entity) abroad;

- Proof of possession of the electronic signature by the legal representative of the applicant or the person empowered by him;
- Declaration on own responsibility regarding the fulfillment of the eligibility conditions completed and signed by the legal representative of the applicant or by the person empowered by him;
- The agreement on the processing of personal data completed and signed by the applicant's legal representative or his authorized representative.

Evaluation of applications

The evaluation of the submissions for funding under the program shall be carried out by the Commission. In order to ensure the transparency and impartiality of the procedure for evaluating and selecting the grant beneficiary, the members of the commission will complete / sign a Declaration of impartiality regarding the absence of conflicts of interest with their applicants or legal representatives.

Evaluation criteria:

- a) The relevance of the project according to the purpose and objectives of the program;
- b) Project implementation experience;
- c) The opportunity of the project in relation to the needs of the diaspora community;
- d) The role of the project for strengthening the connection between the Republic of Moldova and the diaspora community;
- e) Clearly defined, specific, measurable, affordable, realistic and time-bound objectives - SMART;
- f) Clear definition of project participants / beneficiaries;
- g) Interdependence between purpose, objectives, activities, results and indicators;
- h) Consistency of promotion actions;
- i) The impact and sustainability of the results of the implemented project;
- j) The quality of the mechanism for monitoring and evaluating the expected results;
- k) The budget is estimated realistically in line with planned activities.

Each member of the Commission shall evaluate the project applications by completing the evaluation form.

Applicants who have not been selected have the right to file appeals in accordance with the provisions of the internal legislation of the Republic of Moldova.

Conclusion of the grant agreement

Funding for selected projects is based on a grant agreement.

The grant contract is concluded between the State Chancellery and the selected applicant (legal entity), based on the decision of the commission (minutes), until the start of activities.

The procedure for signing contracts shall be performed using the electronic signature of the legal representative of the applicant or the person authorized by him.

The following documents shall be attached to the contract:

- a) Application for funding;
- b) Action plan;
- c) Final report;
- d) Other documents.

The financing is granted by the State Chancellery in 2 (two) installments, by bank transfer, through the national banking system to an account opened abroad in the name of the grant beneficiary, as follows:

- a) the first installment of 50% of the grant amount shall be made after the grant agreement has been signed and shall be an advance.
- b) the second tranche of 50% of the grant amount is conditional on the approval by the State Chancellery (BRD) of the final report,

Visibility

The beneficiary will promote the project activities / materials, through mass media (local / national television / radio), social networks (Facebook, YouTube, etc.) and / or through the development of communications related to the project and / or media products (photo / video / text / multimedia) relevant to the project activities.

The public communication / deliverables of any kind regarding the activities shall contain the following statement:

"The activities are carried out under the Diaspora Cultural and Educational Support Program, which is part of the Diaspora Engagement Hub (DEH) with financial support from the state budget."

The materials, equipment, and public communications of the project will include the logos of the Government of the Republic of Moldova, BRD and DEH (and other partners, as appropriate).

The beneficiary is required to submit to the Diaspora Relations Bureau for approval proposals for all materials where he intends to use the logos.

Monitoring, evaluation and reporting

The State Chancellery (BRD) reserves the right to make verifications both during the implementation of the grant contract and after the validation of the final report on the implementation of the Action Plan.

The use of the financial means granted on the basis of the grant contract is subject to control by the State Chancellery (BRD), as well as other relevant institutions, in accordance with the legal provisions.

The Beneficiary prepares and submits to the State Chancellery the Final Report on the basis of the Action Plan.

The Beneficiary shall attach to the Final Report documents justifying the expenses incurred for the implementation of the project activities, as follows:

- a) Receipts;
- b) Payment order by transfer;
- c) Fiscal invoices;
- d) Shipping invoices;
- e) Transport tickets / tickets (except taxi services);
- f) Transfer slip / statement to / from card account, issued by the bank;
- g) Account statement or other proof of payment of the invoice for electronic payments;
- h) Service contracts;
- i) Lease contracts;
- j) Other supporting documents (list of persons participating in the activities, photo / video recordings, screenshots, etc.).