

U.S. EMBASSY ZAGREB – PUBLIC AFFAIRS OFFICE
CIVIL SOCIETY SMALL GRANTS PROGRAM 2013

The Civil Society Small Grants Program supports initiatives that contribute to the development of civil society in Croatia. The following are program guidelines:

- Grants are aimed at the Croatian non-government and non-profit organizations only. They are awarded upon the approval by the Public Affairs Office.
- **Grants should support initiatives that promote economic reform, advance entrepreneurship in Croatia, highlight specific ways to improve the business climate, identify knowledge gaps among young businesspeople, improve transparency of the business sector, identify practical solutions to rectify gaps in the legal system preventing economic growth, and increase the public's understanding of existing challenges to the business climate.**
- **Priority review will be granted to organizations applying from outside of Zagreb.**
- To submit a project proposal to the U.S. Embassy in Zagreb, an NGO should fill out an application form available on the Embassy's website. Budgets should be calculated in U.S. dollars and must be clearly linked to project activities in the proposal narrative.
- Honorariums and other administrative expenses should be directly linked to specific grant activities, and not for organizational sustainability. Honorariums should be listed according to rate of pay and percentage of time spent on program-related activities.
- Grants for publication of materials should describe the intended audience, content, and how materials will be distributed.
- Grants for seminars/workshops should describe the expected audience, content, and timeframe and provide trainers' bios.
- The maximum grant amount is \$10,000 for a project up to one year.
- **NGOs are entitled to one Civil Society Small Grant per year only - NGOs that received a grant in the last call for proposal should not apply.**

Application information:

Application Deadline: February 10, 2013

Technical and Program Review: February 11 – 28, 2013

Notifications by: March 8, 2013

Funding of awarded project to begin after April 1, 2013

Proposals should be submitted electronically to the email address: paicn@state.gov. Do not send your applications by mail.

After the application deadline, each applicant will receive an email confirming that your proposal was received. If you don't receive our confirmation, your proposal was not received and you should contact us immediately.

For all questions, please contact Nikolina Paic at 01 661 2240.