

## **Small Grants Program for Democracy and Civil Society**

This annual competitive program offers grants of up to \$20,000 to Malaysian non-government organizations (NGOs) to strengthen democracy, increase respect for civil society and the rule of law, advance human rights and women's rights, and to combat extremism. Call for Proposals will be announced, normally between February and May. Selected Proposals will be submitted to our Washington Office for consideration. You may prepare your proposal in advance, but may only submit your proposal in word format using the attached application form, after the announcement each year. Successful proposals will be notified by July.

### **General Guidelines**

- Malaysian NGOs may submit proposals for projects of one-year duration, up to a maximum of \$20,000.
- Grants may be made to non-governmental, not-for-profit organizations. Grants cannot be made to individuals, but only to non-governmental organizations that demonstrate long-term sustainability beyond the proposed program activity. Third-country organizations and individuals are not eligible.
- Priority is given to grants that advance democratic practices, including development of civil society; foster freedom of information and independent media; increase transparency in government; support NGO capacity building; advance rule of law and judicial reform; promote civic education; encourage conflict resolution; prioritize human rights; and advocate for equal rights for ethnic minorities or women.
- Priority will be given to proposals from new organizations and new projects. Grants will not normally be approved for multi-year projects, but past recipients of Small Grants will be considered for new one-year projects.
- Proposals for non-partisan election education and related public information activities are eligible for consideration, but grants may not be used for any form of partisan political activity.
- Proposals may include modest administrative expenses, including honoraria/partial salaries of grant implementers, but only when they are directly linked to the conduct of the specific grant program. General operating expenses, long-term infrastructure costs and undefined miscellaneous or "overhead" expenses are not acceptable.
- Grant funds may not be used to fund travel to international conferences, nor may they be used primarily for food and drink expenses.
- Grant funds may be used to train trainers, but they may not be used to provide direct social services.
- Grant funds may be used for seminars and workshops, but proposals must describe the expected audience, content, and timeframe, and justify the activity in terms of outcome and benefits.
- Grant funds may be used for the publication of materials, but proposals must describe the audience, content and means of distribution.

**Contact Information**

For further information, please contact Mr. Wing-Foong Chew, tel: 03-2168-5105 or the Embassy's Public Affairs Section at [publicaffairskl@state.gov](mailto:publicaffairskl@state.gov)

Completed Grant Requests should be emailed to: [publicaffairskl@state.gov](mailto:publicaffairskl@state.gov)