



Small Grant Announcement

The U.S. Embassy is pleased to announce the Small Grants Program for fiscal year 2012. This competitive program offers grants of up to \$20,000 to Vietnamese non-governmental organizations to strengthen democracy, increase respect for civil society and the rule of law, advance human rights and women's rights, and combat extremism. Guidelines on the program are provided below. Proposals (in English) are due to U.S. Embassy Hanoi by **June 5, 2012**. Final selections will be announced in **July 2012**.

Application guidelines:

Proposals can be submitted for up to \$20,000 and must be for projects with a duration of no more than one year.

Grants may be made to non-governmental, not-for-profit organizations based in Vietnam. Grants cannot be made to individuals, but only to non-governmental organizations that demonstrate long-term sustainability beyond the proposed program activity. Third-country individuals and organizations are NOT eligible.

Proposals must support program activities that advance democratic practices, which can include developing civil society; fostering freedom of information and independent media; increasing transparency in government; supporting NGO capacity building; advancing rule of law and judicial reform; promoting civic education; encouraging conflict resolution; prioritizing human rights; or advocating 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 the U.S. Embassy's Small Grants will be considered for new one-year projects.

Grants may not be used for partisan political activity. Proposals for non-partisan election education and public information activities, however, are eligible for consideration.

Short-term salaries and other minor administrative expenses directly linked to implementation of the program are eligible for funding. General operating expenses and long-term infrastructure costs, however, are not. 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 the proposals must describe the expected audience, content, and timeframe and justify the activity in terms of outcome and benefits to U.S. national interests.

Grant funds may be used for the publication of materials, but the proposals must describe the audience, content and means of distribution.

Please see below for the application form for the 2012 Civil Society Small Grants Program. Please send an electronic version of your proposal (in English) to the U.S. Embassy, Public Affairs Section via email to pas.culture@gmail.com by **17:00, June 5, 2012**. Final selections will be announced in July 2012.

For further inquiries, please contact us at (04) 3850-5000 (extension 6152) or the email above for answers.

U.S. Embassy Small Grants - FY2011

APPLICATION FORM

1. SUMMARY

- Post: Hanoi
- Name of Project:
- Amount Requested:

2. GRANTEE ORGANIZATION

- Name of Organization (in English and Original Language):
- Address (in English and Original Language):
- Contact Information (Phone, fax, email):
- Web Site Address, if any:
- Project Coordinator (Name, title):
- Brief Background of Organization and Key People:
- Any Previous U.S. Government Funding:

3. PROJECT

- Project Description:
- Detailed Budget:

4. PROJECT JUSTIFICATION

- Project Justification, including purpose and prospects for sustainability