➔ **Eligibility criteria:**

Which countries are eligible to participate?

Civil organizations from the regions of Latin America and the Caribbean are eligible to participate.

Which organizations can apply?

The civil social organizations allowed to apply are non-for-profit organizations within Latin America and the Caribbean, legally registered and with a bank account in their name in which they can accept transfers in USD.

Can unregistered organizations apply?

No, applying organizations must be legally registered.

Is there a minimum seniority for an organization to be eligible?

No, the call is open for all CSOs in Latin America and the Caribbean that are legally registered and have a bank account in their name that can accept transfers in USD.

Is it necessary for the organization to make a compensation in order to receive the funds?

It is not necessary to compensate in order to receive the funds.

Is it necessary to have a bank account in the name of the organization?

It is fundamental that the organization has a bank account in its name.

Can two projects be submitted by the same organization?

Only one project per organization will be accepted.

Can the project be presented between various Organizations?

Yes, the project can be presented by two or more Organizations. However, one of them should act as signatory of contracts and will be in charge of receiving the grant.

➔ **About the project:**

What topics can the project cover? What does each thematic axis mean?

Eligible projects must promote one or more of the following topics:

- **Promoting enabling spaces**: Activities dedicated to strengthening and improving conditions developed by the Civil Society and their organizations.
- **Democracy and citizen participation**: Activities that pertain to the strengthening of democratic institutions and/or the involvement of citizens in decision making processes.
- **Diversity and inclusion**: Actions that promote spaces where differences are seen as opportunities to ensure that no one is left behind, whether it be at a political, economic, or social level.
- **Transparency and accountability**: Activities related to "an openness with respect to decisions and actions that affect society, economy and the environment, and a willingness to communicate these decisions and actions in a clear, exact, timely, honest, and complete manner", assuming responsibility for its own actions.

How rigid are project deadlines? Is a project applicable if it takes more or less time?

Projects should take up to 4 (four) months. Therefore, initiatives can take less time, but not more.

What if the address of my organization does not match the address of the project site?

This will not be an issue. In "Section A - Organization Information," please indicate the address of the organization, and in "Section B - Project Information," please indicate where the project will be implemented.

Can beneficiary persons be included in the execution of the project?

Yes, involvement of beneficiaries in the project is encouraged.

Can virtual activities be included?

Yes, virtual activities are considered as valid as in-person activities.

➔ **About the budget:**
What is the total amount that can be financed?

The Grant has a maximum of USD 10.000 (ten thousand US dollars) per project.

In what currency should budget requests be expressed?

For the first phase, the amount requested must be expressed in US dollars (USD). Take into account that in the second phase, the budget must be expressed in local money and in US dollars.

What activities are not eligible for funding?

Organizations cannot apply for funding from the Innovation Fund for expenses corresponding to:

✔ International travels / participation in conferences abroad and accommodations.

✔ Political, religious, or evangelical activities. Religious associations will not be excluded as long as the proposed project meets the criteria, does not exclude followers of other religions, and does not plan to use funds to support proselytizing activities.

✔ Ongoing or recurring expenses of the organization and its function and operation, such as salaries and wages, office supplies, or submissions not specifically pertaining to the presented project.

→ **About the application process:**

How is the application process?

In this edition, the application process will be divided in two phases. For the first phase, the Organizations must present a conceptual note. RACI's team will make a pre-selection of the proposals received and contact those pre-select Organizations to participate in the second phase. For more information, visit the bases and conditions of the Grant.

Where can the application form be downloaded from?

The application form can be downloaded by clicking here.

What language does the form have to be completed in?

Forms must be completed in either English or Spanish.

What format should application forms be sent in? Should it be sent by email or postal mail?

Application forms should be submitted in the form of a Word document or an editable PDF. The application form must be attached to the following Google Form with the required information. Forms sent by email will not be accepted.

Validity of signatures in the application documents: Does the entire form have to be scanned in or just the final signature page?

Documents that are signed in an authentic manner will be counted as valid. When scanning a physical signature, the form must be scanned as a single complete file.

Should documents that account for the organization be included?

Supporting documents are not required in the first phase of the application process. If your organization is one of the selected to continue to the second phase, you will be required to present documents proving legal status in your country (articles of incorporation, statutes, authorities, etc.)

Can I apply directly to the second phase - Extended Application Form?

No, only organizations selected from the first stage of applications will be able to continue to the second stage. Organizations interested in participating in the 2022 Innovation Fund must apply to the first phase - Expression of Interest (EOI) by submitting "Form. 01 - Concept Note – Innovation Fund 2022".

What is the time period for submitting concept notes?

We have extended the deadline! Concept notes must be submitted between Wednesday, June 15 and Sunday, June 26, at 6:00 PM (Argentina time). Proposals received after this date and time will not be considered.

How will I know if my organization has been pre-selected to continue?

Once concept notes are received, RACI will make a shortlist of the projects that meet the fund's criteria and requirements. These pre-selected organizations will be notified by email and will be invited to participate in the second phase where they will present their Extended Application Form.

What are the evaluation criteria? Will personalized feedback be given?

RACI will not be able to provide personalized feedback to each organization that applies. In this regard, in order to ensure objectivity, proposals will be evaluated using the following criteria:

1. Organization profile – 10%
The organization's trajectory and capacity in terms of the activity and theme presented in their project. The possibility of creating alliances and collaborating with other organizations will also be considered.

2. Project feasibility – 20%

The proposal must be carried out in the mandated time frame, with Smart, Measurable, Achievable, Relevant, and Temporary (SMART) objectives.

3. Project characteristics – 25%

The project will be analyzed for its characteristics, the clarity and specificity of its proposal, and if its proposed activities contributed to the stated objective. Projects must cover a specific and well-defined necessity that is relevant to a public goal and the local context.

4. Budget – 20%

The project will be reviewed for effectiveness in function of costs and expected results.

5. Innovation and sustainability – 25%

It will be evaluated to what extent the project realizes a novel and better (efficient, effective, of higher quality) solution (process, product, service) to a social problem within traditional approaches. On the other hand, it is expected that the objectives and the positive impact of the project are able to last after the date of its conclusion.

SCHEDULE

1st. Stage – Concept Notes Receipt – tentatively June 2022

The call for concept notes will be open from Wednesday, June 15 through Sunday, June 26, 6:00 PM, Argentina Standard Time (GMT-3).

1st. Selection – tentatively June 2022

The RACI team will review the concept notes received, taking into account the five dimensions mentioned in the call for proposals under the "selection criteria" section.

2nd. Stage – Expanded Application Forms – tentatively July 2022

The receipt of Extended Application Forms from those organizations shortlisted will be open from Friday, July 1 until Thursday, July 14, 6:00 PM, Argentina Standard Time (GMT-3).

2nd. Selection – tentatively July 2022

RACI's team, together with the I4C Regional Executive Committee, will assess submitted proposals based on the same criteria.

3rd. Stage – Contact with Selected Organizations – tentatively July / August 2022

RACI's team will contact selected organizations to start administrative proceedings.

Announcement of Selected Projects – tentatively August 2022

Selected projects will be announced on RACI's website and I4C LAC HUB social media.

Please note that these are estimated dates which may change for reasons beyond RACI´s control. Selected organizations may be required to postpone the start date of projects while the end date will have to remain the same.

MEANS OF CONTACT AND REFERENCES

Is there a telephone number/email to send consultations?

All consultations can be made to the following email address: fondoinnovacionalc@raci.org.ar.

Is there a website where I can check past winning projects/organizations?

You can refer to the list of previous winners on our website, https://raci.org.ar/. Once the selection process is completed, we will publish results and winners here.