



AMBASSADE DE FRANCE AU NIGERIA
SERVICE DE COOPERATION ET D'ACTION CULTURELLE

Innovative Projects from Civil Societies and Coalitions of Actors (PISCCA)

Projets Innovants des Sociétés Civiles et des Coalitions d'Acteurs

GUIDELINES

Deadline to submit proposals: 23th of July 2017

Please read the PISCCA guidelines before filling in the application form

HOW TO APPLY:

Complete the Application Form, the document should not exceed **10 pages** and should be **typed**.

LIST OF REQUIRED DOCUMENTS (in English):

- *Application Form to download here: [LINK](#)°;*
- *Complete, comprehensive and detailed budget in table form°;*
- *Certification of registration ;*
- *Bank details ;*
- *Official bank statement from the bank ;*
- *Track record of activities for the past 2 years ;*
- *The last annual and financial reports ;*
- *CV and short bio of the project manager and of the training facilitators (if any) ;*
- *List of board members (names and functions) ;*
- *Any other document that the applicant deems useful can be included (pictures, reports about past projects...).*

SEND THE COMPLETED APPLICATION TO THE FOLLOWING CONTACTS:

- A printed version:

PISCCA programme officer – Mrs Lea Gardes
Department for Cooperation and Cultural Affairs
French Embassy in Nigeria
Number 37 Udi Hills, Off Aso Drive
Maitama, FCT, Abuja - NIGERIA

AND

- An electronic version (word format):

Addressed to lea.gardes@diplomatie.gouv.fr with helois.ellien@diplomatie.gouv.fr in copy

➤ WHAT IS PISCCA?

PISCCA is the successor of the French Social Development Fund (SFD). The last SFD was implemented in Nigeria between 2013 and 2016 and funded 9 projects covering a large scale of sectors of intervention, including livelihood activities, promotion of human rights and access to water.

The underlying principle of PISCCA is to encourage **innovative projects** carried out by motivated small and medium-sized CSOs that are showing a potential for growth, strive **to implement new ideas and want to make a difference in their community**. Therefore, PISCCA aims at funding small-scale projects and local initiatives which contribute to:

- bring concrete and positive **changes** in the life of the beneficiaries and communities;
- strengthen the **capacities** of both beneficiaries and the Nigerian civil society;
- promote social, economic and cultural **rights**;
- foster networking and **synergies** between stakeholders on the field.

➤ WHO CAN APPLY?

Applicants to this Fund must be Nigerian Civil Society organizations (CSO) officially registered for at least 24 months by the Nigerian authorities. The programme strongly encourages **synergies, partnerships and coalitions of actors**, including with more experienced organizations, community groups or local authorities.

➤ WHAT ARE THE PRIORITY AREAS?

Two major themes :

- **Socio-economic development and professional integration of women and young people.**
- **Promotion of human rights, inclusive participation to the public life and citizen involvement.**

The following elements will be considered as **strong assets** during the selection process:

- project aimed at reducing **gender inequalities**;
- project aimed at mitigating the negative impacts of **climate change** and environmental degradation;
- projects presenting a **capacity-building** component for the holder of the project and networks;
- **transversal** projects and projects that fall under more than one priority area.

➤ WHAT TYPES OF PROJECTS ARE SUPPORTED?

The selected project **should**:

- respond to a need already identified by the community, directly benefiting to it in an inclusive way and beyond the initial circle of the project holders;
- enhance the use of innovative methods and techniques or original development dynamics;
- achieve tangible realizations or improvements that are sustainable when external funding comes to an end;
- anticipate the necessary running and maintenance costs.

Examples of projects or activities that **cannot** be supported by PISCCA:

- infrastructure construction;
- vehicle purchase;
- prestige and/or commercial operations without well-defined social and/or economic objectives;
- projects limited to seminars/conferences and/or construction work;
- projects limited to emergency and/or humanitarian related activities ;
- one shot operations (scholarships, invitations, mission of experts, logistic support, etc.);
- annual or regular events/celebrations.

➤ **WHAT ARE THE FINANCING CONDITIONS?**

To be eligible, the grant application has to strictly meet the **following criteria**:

- the timeframe for the project should be comprised between 6 and 18 months. Short durations are considered an asset;
- the contribution by PISCCA should be between 5.000€ and 40.000€;
- the expected contribution of the applicant should be at least **20%** of the total cost of the project;
- the grant will be disbursed in **two instalments**: the first instalment (between 65% and 80% of the total amount) will be disbursed when the contract between the French Embassy and the beneficiary is signed, and the second instalment (between 35% and 20% of the total amount) will be disbursed halfway through the project and after the submission of satisfactory midterm narrative and financial reports;
- **co-funding** of the projects by other partners/donors is possible and **strongly encouraged**.

➤ **HOW TO SUBMIT A PROPOSAL?**

1/ Carefully read the project proposal guidelines. It is **mandatory** to read the guidelines **before** filling in the application form as it explains the requirements for a project to be considered. The proposals that do not strictly respect the different requirements and financing conditions **will not be considered at all**.

2/ Please fill in the **Application Form** enclosed to on the website of the Embassy of France and send it back in soft copy duly completed **before the 23th of July 2017** before midnight along with the **required documents** (see the list above). Kindly share this information to other local NGO's you may know who might be interested to apply.

➤ **HOW WILL THE PROJECT SELECTION BE DONE?**

The **French Embassy's Cooperation and Cultural Affairs** unit is in charge of the first examination of the proposals and will check the following elements to ensure the preselected proposals meet all the requirements:

- The proposal meets all the eligibility criteria;
- The Application Form is complete and all the requested documents are provided (cf. above for the complete list);
- The nature of the project is aligned with PISCCA's main objectives and the proposal falls under at least one of the 2 priority areas of the call for proposals;
- The technical and financial implication of the applicant is described and all the financial conditions are met;
- The budget of the project is realistic and the project is cost-effective.

Following this first pre-selection, the projects are submitted to a **steering committee** chaired by the French Ambassador and composed of representatives from the French Embassy, representatives from the civil society, as well as other key partners.

After this process, the selection by the steering committee is made official through a written decision.

The first instalment of the grant is then disbursed upon signature of the contract between the beneficiary and the French Embassy.