

## Austrian Development Agency (ADA)

### 5. NGO Microprojects

#### Background

The scheme “NGO Microprojects” supports small-scale projects that make a lasting contribution to improving the living conditions and development prospects in developing countries. These projects can be co-financed with funds from the bilateral programme and Austrian Development Co-operation (ADC) project aid.

#### Types of Grant

Co-financing of microprojects by groups or organisations via the “Austrian Development Co-operation Three-Year Programme”.

#### Grant Size

The maximum grant size is €5,000 per project. Each project may receive only one ADC or other federal grant per year.

#### Own Contribution

At least 15% of the project costs must be provided by the applicant.

#### Funding Priorities

Microprojects are eligible for funding if they are primarily aimed at:

- Poverty reduction
- Sustainable management of natural resources
- Gender mainstreaming
- Promoting human rights and democracy
- Local capacity building
- Combating HIV/AIDS and its direct consequences.

Activities should be in accordance with the Millennium Development Goals and the current “Austrian Development Co-operation Three-Year Programme”. Investments in material goods, as well as education, sensibilisation and capacity building may be supported if they contribute to the overall objective of the project.

Projects must be self-contained and have clearly defined goals, which can be implemented in an adequate period (no more than 12 months) within

the specified budget. Moreover, the projects must demonstrate their sustainability, with local capacity building being an integral part of all activities. Gender and environmental aspects should be mainstreamed into the project wherever possible.

#### Grantmaking Criteria

- The applicant must be a group or organisation which is legally registered in Austria and primarily aimed at promoting North-South or West-East Co-operation (e.g. solidarity groups, town partnerships, “self-taxation” groups etc.). Groups which regularly receive Austrian federal grants are excluded.
- The project partner must be a group or organisation (usually a local NGO, association or social/educational institution) with its legal seat in the respective project country or region in which the project is to be implemented. The objective of the project should be in line with the general aims and tasks of the local project partner.
- The design, timetable and budget of the proposed project must be realistic and feasible.
- Effectiveness and efficiency (cost-benefit analysis) of the project
- Visibility of the applicant’s and the project partner’s competence and commitment.
- Integration into the socio-cultural environment and strengthening of local capacities.
- Quality of gender and environmental impact declarations (checklists).
- Project’s visibility in Austria through accompanying awareness-raising measures.

Please note that non-Austrian NGOs need an Austrian partner in order to be eligible for project funding from the ADC.

#### Guidelines

Please follow the 2005 guidelines and explanations:

- [www.ada.gv.at/up-media/2132\\_ngo\\_microprojects\\_guidelines.pdf](http://www.ada.gv.at/up-media/2132_ngo_microprojects_guidelines.pdf)
- [www.ada.gv.at/up-media/2130\\_ngo\\_microprojects\\_explanations.pdf](http://www.ada.gv.at/up-media/2130_ngo_microprojects_explanations.pdf)

#### Project Duration

The maximum project duration is one year.

#### Deadline

Applications may be submitted at any time.

## Application Forms

The application forms can be downloaded at [www.aga.gv.at](http://www.aga.gv.at).

## Application and Procedures

The application must consist of

- completed application form
- project description
- timetable
- project budget
- environmental impact assessment checklist
- gender questionnaire

Templates of these documents are available on the ADA web site. Applications should be submitted to the ADA NGO co-operation desk (see “Contact”) in the original paper copy, as well as electronically, using the standardized templates only.

Successful applicants have to submit a detailed report on all project activities after completion of the project. In addition, a financial report covering the entire project budget must be submitted to the Finance, Audit and Legal Affairs Department of the ADA.

## Languages

The project application form and budget must be in German. Other documents may be submitted in English or, after contacting the NGO co-operation desk, in other languages.

## Tips

Assistance concerning proposal development, formal grantmaking criteria and application procedures can be obtained from the ADA Unit for NGO Co-operation and Humanitarian Aid (see “Contact”). In case of financial or budgetary inquiries, please contact the ADA Unit for Budget, Finance and Audits:

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Austrian Development Agency  
Unit for Budget, Finance and Audits  
Zelinkagasse 2, 1010 Vienna, Austria  
Phone: + 43 (1) 90399-620  
E-mail: [finanzen@ada.gv.at](mailto:finanzen@ada.gv.at)

<b>NAME OF GRANT PROGRAMME</b> NGO Microprojects
<b>NAME</b> Austrian Development Agency
<b>NAME IN ENGLISH</b> Austrian Development Agency
<b>ACRONYM</b> ADA
<b>DEPARTMENT</b> Unit for NGO Co-operation and Humanitarian Aid
<b>CONTACT</b> Mrs Elisabeth Sötz Phone: + 43 (1) 90399-542 E-mail: <a href="mailto:nro.kooperation@ada.gv.at">nro.kooperation@ada.gv.at</a> Internet: <a href="http://www.ada.gv.at">www.ada.gv.at</a>
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<b>COUNTRY INDEX</b>
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