

## **CALL FOR PROPOSALS**

### **CANADA FUND FOR LOCAL INITIATIVES (CFLI) BOSNIA AND HERZEGOVINA 2017**

The Canada Fund for Local Initiatives (CFLI) is a program designed to fund small-scale bilateral projects in Official Development Assistance (ODA) eligible countries, which align with Global Affairs Canada's thematic priority areas for engagement. The program is directed at projects conceived and designed by local entities. Projects are selected and approved by the relevant Canadian Embassy or High Commission. The CFLI also serves to support positive bilateral relations between Canada, recipient countries and their respective civil societies by deepening contacts and supporting local endeavours.

#### **Thematic Priorities**

All projects must align with at least one of the following thematic priorities:

- Empowering women and girls and promoting gender equality
- Championing human rights, inclusive and accountable governance, democracy, peaceful pluralism, and respect for diversity
- Supporting inclusive and green economic growth
- Promoting peace and security

#### **Organizations eligible to apply for CFLI Funding**

Within the context of eligible countries, eligible recipients include:

- local non-governmental, community and not-for-profit organizations,
- local academic institutions working on local projects,
- international, intergovernmental, multilateral and regional institutions, organizations and agencies working on local development activities,
- municipal, regional or national government institutions or agencies of the recipient country working on local projects, and
- Canadian non-governmental and not-for-profit organizations that are working on local development activities.

The majority of CFLI funding is to be directed toward local civil society organizations (including non-governmental organizations) and other institutions working at the local level. Other entities, such as international, intergovernmental, multilateral and regional organizations can be eligible for a contribution, provided that they are working with local partners and on local projects that are consistent with the objectives of the CFLI. Similarly, municipal, regional or national government institutions may receive CFLI funding, provided that their projects are essentially local in nature. The CFLI is always looking to fund innovative projects, which deliver measurable results.

#### **Eligible Costs**

The following costs are eligible within projects for CFLI funding:

- administrative and overhead costs specifically related to the project
- capital and/or operating expenditures related to the lease and/or purchase and/or building of infrastructure
- installation, maintenance, shipping and/or transportation costs, including fuel, computers and communication devices
- civic education costs
- conference and event expenditures
- hospitality costs, excluding alcoholic beverages
- training and capacity building expenditures
- costs of services received by recipients
- outreach, communication and information dissemination costs
- environmental assessment costs
- advocacy and lobbying related costs
- legal costs
- accounting costs
- medical costs
- publishing costs
- radio and television broadcast fees
- facilities and equipment rental charges
- research-related costs
- salary costs relating to the project
- security costs
- translation and interpretation fees
- travel expenses, using lowest fares possible but not exceeding full fare economy class (international travel expenses must receive prior approval from the CFLI Unit)
- lease or rental of vehicles
- vehicle and equipment operation, installation and/or maintenance
- website development and related costs
- miscellaneous expenses integral to the project

The following costs are NOT eligible for CFLI funding:

- nuclear technologies and facilities
- assistance to military or paramilitary organizations
- gifts
- luxury goods
- direct fiscal support to a government
- core funding or recurrent costs of an organization
- international travel (without prior approval from the CFLI Unit)
- revolving funds, (that is, funds used to advance loans to individuals, i.e. microfinance)
- expenses incurred prior to the signing of the CA, or after it expires

### **Project and funding limitations**

The contribution from the CFLI is limited to a **minimum of CAD \$15,000** (approx. BAM 20,000) and a **maximum of CAD \$45,000** (approx. BAM 58,000). The project duration should be a **minimum of four (4) months** and a **maximum of six (6) months**. Project

activities funded by the CFLI must start **no earlier than August 1, 2017** and be completed **no later than February 15, 2018**.

Projects: Projects should be unique and not duplicate or correct other projects, or provide additional Canadian funding to projects already funded by the Government of Canada. Funds cannot be used to represent the recipient's contribution for the purpose of receiving funding from another group. Projects may be considered that form one component of a larger project led by another donor organization.

Approval may be given for more than one project for the same recipient within the same fiscal year or in successive fiscal years, so long as the projects are distinct. Project splitting or creating a number of smaller projects is to be avoided.

Funds: Project funds are to be spent in-country, and required materials and supplies are to be procured locally. The program is not intended to finance study tours, core funding or recurrent organizational costs, or to benefit privately owned firms or enterprises. CFLI is not to be used to fund Canadian experts, civil servants or private sector professionals to visit the host country for short-term work (seminars, technical cooperation, etc.). Feasibility studies are not eligible for CFLI funding. Funding for local participation in regional conferences or local training seminars is permitted, particularly if these are Canadian-sponsored. Project contributions must be used for the purposes intended.

Sustainability: Preference will be given to projects with self-sustaining activities that continue after CFLI funding ends, as well as to projects which result in a genuine and concrete improvement in the circumstances or opportunities available to participants and others.

Gender equality: Preference will be given to projects that promote the equal participation and integration of both genders at all stages. Projects with a direct benefit to the circumstances of women and which enable women to gain project experience are also encouraged, as are projects promoting the protection of women's rights.

### **Submitting a project proposal**

**Applications must be presented using the Project Application for Funding Template.** Project proposals must be submitted in *either* English *or* French. The template must be completed fully and accompanied by all requested supporting documentation.

Incomplete applications (i.e. applications which are not presented on the template provided, fail to fully address all points in the application form, and/or which are not accompanied by the relevant documentation) will NOT be taken into consideration.

**The deadline for applications within this Call for Proposals is June 28, 2017. Proposals received after this deadline will not be taken into consideration.** Please note that technical factors which may prevent receipt of a proposal before the given deadline will NOT be taken into consideration; it is strongly recommended that applications be submitted well in advance.

**Project proposals must be submitted electronically to [coordinator@canadafundbih.org](mailto:coordinator@canadafundbih.org)**  
**The subject line of the application should read: 'Application for Funding: (project title)'**

## **Project selection**

Proposals are reviewed by the Canada Fund for Local Initiatives Selection Committee, and successful applicants will be invited to sign a contribution agreement. The agreement will specify the CFLI contribution in Canadian dollars (CAD); CFLI is not responsible for losses incurred by exchange rate fluctuation. The organisation must submit detailed financial and narrative reports to the Government of Canada at mid-point and project termination, and return any unused funds. Expenses incurred prior to the signing of the contribution agreement are NOT eligible for funding.

To request application forms and additional information on the CFLI program, please contact: [coordinator@canadafundbih.org](mailto:coordinator@canadafundbih.org) .

Project applications are kept on file at missions in accordance with Global Affairs Canada's information management policies.

June 2017