

# NEW DEMOCRACY FUND

## APPLICATION GUIDELINES

Before applying to the New Democracy Fund, please read the following guidelines.

### PURPOSE OF THE NEW DEMOCRACY FUND

The New Democracy Fund was established in 2020 by the Ministry of Foreign Affairs of Denmark in response to democratic challenges in the Eastern Neighbourhood Countries. Since then, it has worked to strengthen democratic development in the region by providing civil society actors with tools, methodologies, support, and knowledge to build resilience and respond to rapidly changing and diverse local contexts.

Thus, **the New Democracy Fund (NDF) supports an independent, diverse, resilient, and responsive civil society in Armenia, Azerbaijan, Belarus, Georgia, Moldova, and Ukraine - the Eastern Neighbourhood Countries (ENC)**. The NDF promotes a culture of democracy and human rights by engaging in regional networking and peer-to-peer exchange of experiences amongst civil society actors in the ENC and in Denmark working with youth, media, culture, labour market, green and just transition.

Read about the who is behind the NDF in the [Annex on the NDF Consortium Partners](#).

### HOW TO APPLY?

**1. Apply** via this link: [New Democracy Fund / GrantOne](#) The application requirements within the online platform provides guiding questions regarding the details to be included in the application. In addition to the application an [activity-based budget](#) and a [workplan](#) should be uploaded. Download the workplan and budget templates from our website: [www.newdemocracyfund.org/we-support](http://www.newdemocracyfund.org/we-support).

The application must be filled out in **English**. All applicants can receive technical advice in English in the writing process by contacting the administration by e-mail: [support@newdemocracyfund.org](mailto:support@newdemocracyfund.org). Costs for translating the application can be included in the budget.

- 2. Submit the application form and annexes** for the NDF here: [New Democracy Fund / GrantOne](#)
- 3. Follow up:** The NDF Grant Management Team will check if the application is eligible and if all information and annexes have been submitted and filled out according to the requirements. The NDF Grant Management Team can ask your organisation to send in additional information if needed to be able to verify your organisation. If the NDF Grant Management Team finds the application non-eligible and not aligned with the guidelines the application can be rejected.

4. **If the application has been approved**, you will receive a summary of the approval and relevant recommendations for improvements to the project. Afterwards, you will be invited to a meeting with the NDF Grant Management Team to discuss the finalisation of the contract and if relevant the recommendations for improvements to the project.
5. **If the NDF Selection Committee rejects an application**, the applicant for grants above DKK 100,000 will receive an explanation based on the criteria, scoring and statement from the Selection Committee.

## WHO CAN APPLY?

**Civil society actors from the ENC** can apply. This can be done with or without a Danish partner organisation as described in the section below.

Civil society actors are broadly defined as civil society organisations, social movements, media, academia, trade unions, as well as community-based groups and organisations, including cultural, educational, and knowledge institutions.

To learn more about the transparency of application process, including applicant eligibility and assessment process, see the [Annex on NDF Transparency](#).

## WHAT CAN YOU APPLY FOR?

### **Thematic alignment**

You can apply for support to projects within **the following five themes: youth, media, culture, labour market, and green and just transition**.

NDF supports projects within three budget ranges: DKK 100,000 (EURO 13.400), DKK 400,000 (EURO 53.000), and DKK 1,200,000 (EURO 160.000). For each budget range, the following requirements apply.

- For applications up to DKK 400,000, the project should address **at least one of the five themes**.
- For applications up to DKK 1,200,000 **minimum two of the five themes** should be addressed.

The NDF looks to support projects that aims to build resilience and respond to rapidly changing and diverse local contexts and embrace novel opportunities for pursuing democracy, human rights and sustainable development. Therefore, the NDF supports projects that fall within the following areas:

- Sustainable and long-lasting cooperation between civil society actors in the ENC and in Denmark.
- Countering restrictions and human rights abuses, to overcome risks and emergencies and reclaim civic space.
- Using new windows of opportunity and political openings for pursuing democracy, human rights, and sustainable development.
- Short term actions to search, continue and/or develop existing or new partnerships.

**Gender and Human Rights** are expected to be a prominent and integral part of the projects.

The NDF will strive for a balance in themes and countries amongst granted projects.

### **Budget alignment**

The experience of your organisation / team determines the budget range you can apply for. This means that established applicants with long-term experience handling international grants can apply within all budget ranges, while newly established applicants are urged to reflect their experience and capacity accordingly.

Based on the project and the experience of your applicant team, you can apply within the three budget ranges.

For the call in November 2024, the maximum budget range is DKK 400.000 (EUR 53.000). Please note that if the EUR/DKK exchange rate fluctuates, NDF will use DKK 400.000 as the maximum applicable amount, and the budget will need to be adjusted accordingly.

<b>Max. budget range</b>	<b>Applicant Team</b>	<b>Themes</b>	<b>Min. required experience of the applicant team</b>
DKK 100,000 (EURO 13.400)	With or with out partners.	The project should address at least one theme.	Little experience.
DKK 400,000 (EURO 53.000)	Minimum one partner from the ENC or Denmark is required	The project should address at least one theme.	Some experience.
DKK 1,200,000 (EURO 160.000)	Minimum one partner from Denmark is required.	The project should address at least two themes.	Proven experience.

## **NDF CYCLE OF APPLICATIONS**

All **NDF calls** will be announced and published on our website, and we encourage you to subscribe to the NDF Newsletter and follow NDF on LinkedIn and Facebook.

The NDF can issue calls in following ways:

- Focussed calls with specific guidelines.
- Fixed deadline for grants up to DKK 1,200,000.
- Rolling application deadline for grants up to DKK 400,000.

Grants up to DKK 400,000 have a project period of up to one year, while larger grants can exceed this. All projects must be finished by the end of 2026.

### **Application Cycle**

All needed material to each call is published on the NDF website including guidelines, application form, budget template, etc.

**Before** applying you can be invited to join NDF webinars, info meetings, and writing workshops. These initiatives will be announced on [www.newdemocracyfund.org](http://www.newdemocracyfund.org).

**Following** submission, your application will undergo an eligibility check. You will receive a rejection if your application is not eligible.

**During** the evaluation process, your application is assessed by a team of assessors, consisting of experts from the ENC and Denmark including the NDF consortium partners.

If your application scores under 60 points, it will be rejected. Scoreboard will be published for each call for applications. See Annex NDF Example Scoreboard.

Following the assessment, an independent Selection Committee makes the final selection and prioritisation of the applications.

**After** the selection process, you will be notified if your application has been approved or rejected together with the reason for the final decision. If your application is above DKK 100,000 (EURO 13.400) you will also receive a summary of the assessment.

**Grantees** will then enter the contracting phase. Through dialogue with the NDF Grant Management Team an assessment of the capacity and experience of your organisation / team will be made in accordance with the budget level. Capacity sharing between partners are welcomed and should in that case be contracted within the partnership.

Complaints can be made if you believe that a technical or factual error has been made during the selection process or if the assessment of the application otherwise has been inconsistent with the guidelines. If you then want to submit a complaint, please see the Annex on NDF Complaints Procedure for more information.

## WHAT HAPPENS AFTER YOU RECEIVE THE NDF GRANT?

### **Implementation**

When the contract has been signed by you and the NDF Grant Management Team, you can start implementing the project and carrying out the activities according to your approved budget and work plan.

The implementation period for grants up to DKK 400,000 (53.000 EURO) should not exceed more than a year. Furthermore, all projects should be fully implemented by the end of 2026.

### **Reporting**

Depending on the length of the project, you can be required to submit an interim narrative report and financial status. At the end of the project, you must submit a final narrative report, learning brief and financial report.

If your budget exceeds DKK 200,000 (EURO 26.000) the financial report must be audited by an external auditor,

All reporting should be submitted in English. If needed, translation costs can be included in the budget.

## CONTACT INFORMATION

The NDF Grant Management Team can advise you regarding the application process and answer any questions that might occur during the application period. If you have any questions, please contact NDF Grant Management Team at [support@newdemocracyfund.org](mailto:support@newdemocracyfund.org).

## ANNEXES

In the annexes you will find information about the **NDF Transparency**, including eligibility, assessment, vested interest, the **NDF Complaints Procedure**, the **NDF Example Scoreboard** and information about the **NDF Consortium Partners**.