

Guidelines for Small Grant Applicants

If you are interested in applying for a Small Grant, please submit the following documents:

- **Small Grant application form (in Vietnamese or English)** based on the respective format, including detailed cost calculation;
- **Monitoring and evaluation plan for the intervention** described in your Small Grant application form;
- If you apply for financial support of trainings: **curriculum vita of the trainer(s)** (with information regarding language skills and work experience in years);
- If you apply for financial support of material or equipment: **3 estimate of costs/offers** (for purchase/activity up to 8,000 Euro/~160 Mill. VND), respectively an invitation to bid (for purchase/activity over 8,000 Euro/~160 Mill. VND);
- Possible supporting documents, such as agenda of conference or trainings, photos, etc.

Please note that we only give Small Grants for interventions which are in line with the Program's working areas.

Typical Small Grants have a financial volume of up to **10,000 Euro**. Please note that a **financial contribution of the applicant** is required (**30% minimum of the total cost of the intervention**).

Please mail your application to the above address or to:

info-bdf@ded-vietnam.org.