

Grant Assistance for Grassroots and Human Security Programme

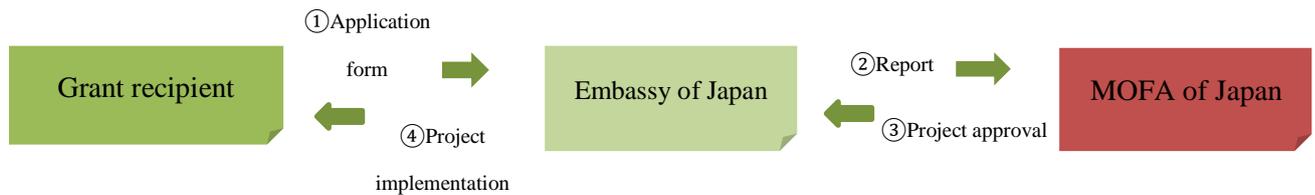


Embassy of Japan in the Kyrgyz Republic

Grassroots and Human Security Programme is a non-repayable financial aid from the Ministry of Foreign Affairs of Japan (hereinafter MOFA) to various organizations working at the grassroots level which activities directly benefit the general population of the target area. The Programme mainly supports the hard component of projects that is provision of equipment.

- **Grant sum for one project:** Around 1.5 million yen to 7 million yen. Approximately 77,000 USD.
 - **Target area:** Economic and social development with positive impact at the grassroots level, such as the wellbeing of population, environment, poverty relief, basic education and healthcare
 - **Non-target area:** Profit-seeking activity (However, projects aimed at generating profit for subsistence of low-income or vulnerable groups are subject of support).
 - **Target group:** Non-profit organizations, local NGOs, Charity Funds, Educational institutions (schools and kindergartens), Medical institutions, Local Self-Government bodies
 - **Non-target group:** Private individuals and businesses, political, religious and military organizations, central government agencies
 - **Following items are not supported:** Musical instruments, IT hardware and software, books, general-purpose vehicles, consumables, operation and maintenance costs, transportation costs, fuel, salaries and per diem.
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- **Conditions:**
 - Financial report of the organization for the last 2 years should be submitted to the Embassy. Organization should have proper documents and proven experience of properly implemented projects as well as the ability to explain its financial conditions such as income sources and expenses.
 - Organization should open a new bank account for the grant amount. (Approval of relevant ministries has to be received).
 - Organization should guarantee the financial sources to cover the difference in expenses in case of currency fluctuations (USD to KGS) as well as refund the surplus amount to the Embassy.
 - Organization should have the ability to cover the maintenance costs of the requested equipment (Ex.: if the Programme provides dishwashing machine, the organization should bear the expenses of maintenance such as special detergent for dishwasher).
 - The provided equipment has positive impact and benefits the population.
 - Organization should submit monitoring reports on project sustainability during the next 5 years after the completion of the project.

■ Grassroots selection procedure chart:



1. Prior consultation via phone, email and meeting
 2. Submission of application form to the Embassy
 3. Preliminary screening (document examination)
 4. Second-stage screening (Embassy conducts Baseline Survey by visiting the project site)
 5. Third-stage screening (by the Ministry of Foreign Affairs) → Final decision/approval
 6. Signing a Grant Contract (G / C)
 7. Project implementation (purchases/ installation of equipment)
 8. External audit of grantee
 9. Project completion. Handover ceremony (within 1 year the date of GC)
 10. Send a monitoring report to the Embassy on an annual basis within 5 years after the project completion
- ※Follow-up survey by the Embassy is carried out two years after project completion

- How to apply: Download Application Form following the link at the EoJ website (Kyrgyz/Russian/English)
Fill in the required information. Attach the requested documents and submit your application (We strongly recommend to consult with the EoJ representatives before submitting your application)
- We strongly recommend to consult with the EoJ representatives before submitting your application (via phone, email or consultation meeting)

Contacts

Please feel free to call or email us for consultation about the application.

We also offer consultations at the embassy. (Prior reservation required)

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