**GRANT GUIDELINES**

1. **Eligibility**

Eligible candidates are cultural/arts organisations that are working in the field of arts and culture and development, the eligible countries are: Afghanistan, Bangladesh, Bhutan, Cambodia, Lao People's Democratic Republic, Myanmar, Nepal, Yemen, Democratic People's Republic of Korea, Armenia, Georgia, India, Indonesia, Jordan, Kyrgyzstan, Mongolia, Pakistan, Philippines, Sri Lanka, Syrian Arab Republic, Tajikistan, Uzbekistan, Vietnam, West Bank and Gaza Strip, Azerbaijan, China, Iran, Iraq, Kazakhstan, Lebanon, Malaysia,, Thailand, Turkey, Turkmenistan.

Applying organisations must have experience functioning for at least 5 years. Applications from public institutions will not be accepted.

*Because of gender inequality in the arts and culture field, we welcome and prioritise applications by organisations whose work addresses gender issues and whose work empowers women through the arts. Also, we welcome and prioritise applications by organisations whose work addresses and/or is related to LGBTQI issues and empowerment through the arts.*

Former Network Partnership grantees of the Prince Claus Fund may not reapply.

1. **Eligible Expenses**

The Network Partnership Grant covers structural as well as project-related expenses, running and operating costs of the applicant organisation for a three-year period (2020-2022). The organisation must provide proof of matching funds of a minimum of 50.000 EUR in total over the period of three years to be dedicated to activity implementation of the organisation. This contribution must be dedicated to activity implementation and must be cash, not in-kind support for activity implementation.

1. **Place and Duration**

Projects must start implementation by January 1st 2020 at the latest and be implemented until the end of 2022 at the latest.

1. **How to Apply**

Complete and submit the Network Partnership Concept Note. Only shortlisted organisations will be approached to fill out the detailed Network Partnership Application Form. All applicants will receive an automated reply from the Fund once they have sent in their Concept Note to proposals@princeclausfund.nl.

1. **Selection Procedure**

All applicants will be contacted by the end of April 2019 with an answer on their concept-note. Shortlisted applicants will be provided with information on the next steps in the process.

1. **Grant Contracts**

Once the Fund has made a final selection of organisations to receive a Network Partnership Grant, the Fund will draft a contract to be signed by the successful applicant. This contract will be signed before the end of 2019. The contract will include start and end dates, grant amount, financial requirements, payment schedule, general provisions, implementation and amendments, required reports, and partnership results.

1. **Payment Schedule**

Payment of the total grant amount shall be made in several instalments based on the proposed project budget and liquidity plan.