

**Information Leaflet on the “Micro-Project-Scheme”
of the German Embassy Islamabad**

The German Embassy’s “Micro-Project-Scheme” has been set up in 1980 to support the underprivileged groups of society (e.g. committees, associations, welfare societies, schools, kindergartens and so on) to improve their social and economic situation through “self-help”-projects.

The support consists of a financial donation that has generally a limit of about

EURO 25.000.-- per project

and should be dedicated to a **well-defined** project. (it can also be part of a large-scale project).

There is no specific **deadline** for the submission of project proposals, however, the sooner we receive your proposal, the better we can focus on the planning.

Inquiries on the state of applications are not necessary, as **you will be notified in case your proposal gets short-listed.**

Procedure:

Please send the application form filled out in English or German only to the German Embassy in which you

- ⇒ describe your organisation (members, financial background, etc.),
- ⇒ give reference to projects already initiated by your organization (experience),
- ⇒ explain the project you seek financial support for (target group, etc.) and
- ⇒ provide a detailed financial estimate of the project (project’s self contribution, donor’s contribution; membership dues) as well as
- ⇒ its time frame and location
- ⇒ confirm the project has not been started
- ⇒ please have the application signed by at least two stakeholders.

The following costs **can not be funded**:

- * salaries of your organisation’s workers or
- * administration and travel expenses or
- * operational and recurring costs in general or
- * acquisition of land or
- * allocation of loans.

Examples of project areas are:

- purchasing machinery, equipment, tools;
- providing learning/teaching aids;
- generating income, basic education and health;
- improving the living conditions through fresh water, small power generating projects or ameliorating the infrastructure.

Important notice:

Project proposals failing to meet any of the criteria as set forth in this guidelines will not be considered.

Should your project be funded, please take note that the project will be monitored and evaluated after due completion. For this purpose original bills and receipts need to be presented based on the quotations.

If you have further questions concerning a possible funding of your project, please do not hesitate to visit our below mentioned website:

http://www.pakistan.diplo.de/Vertretung/pakistan/en/08_DevelopCooperation/3_Micro_Project_Scheme/KP_C3_9CSS.html

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