

## **The MATRA Programme for Social Transformation is now OPEN for new proposals!**

*The Embassy of the Kingdom of the Netherlands and the Consulate General in Istanbul invite the civil society, non-profit educational institutions, semi-governmental organizations and municipalities to submit new proposals to get support for their work.*

### **WHEN TO APPLY?**

The Netherlands Embassy will have an **OPEN** call for proposals that fit within the MATRA funding programme. Applications can be submitted throughout the year and will be considered based on a first-come, first served principle until all funds have been allocated.

### **WHO CAN APPLY?**

The MATRA Social Transformation Programme is open for applications by Turkish and international NGOs, non-profit educational institutions, semi-governmental organizations and municipalities in Türkiye. Twinning with Dutch organizations and with partners from other countries is allowed, but not a requirement.

### **PRIORITY AREAS**

MATRA works with country specific priority areas. Priority areas for Türkiye are given below:

- Law, legislation and the judiciary;
- Public administration and good governance;
- Media (freedom, literacy and pluralism);
- The workings of (parliamentary) democracy;
- Building resilient (civil) societies;
- Climate and sustainability.

### **APPLICATION PROCEDURE**

We would like to invite all applicants to share **a short video** (max 3 minutes) to explain the problem/issue your project addresses, why the project is necessary, what makes it unique and the expected impact of the project.

Please state the organization's name, the location of the project, the project title and a rough budget estimate at the beginning of the video. The video should be either in English or with English subtitles.

All applications (video) should be submitted via email to: [ANK-MATRAHR@minbuza.nl](mailto:ANK-MATRAHR@minbuza.nl).

The video applications will be assessed and shortlisted applicants/organizations will be contacted and asked to submit a fully developed project proposal within two weeks' time. After careful assessment of submitted project proposals, the embassy will make the final decision on projects that will be supported.

**Important note: Please do not submit a full application unless your organization has been explicitly requested to do so.**

Since the MATRA budget is limited, project proposals will not necessarily be approved even if all of the requirements are met.

The digital project proposal (Word format, Excel format for the budget) should be composed of the following documents:

- An application form for the narrative part- please see application documents folder,
- A detailed and transparent budget (in Excel format), estimating all costs and specifying each source of income, as well as all contributions from other partners and own contribution (in kind or monetary) and liquidity forecast for projects longer than 12 months (for more information please see `**financial aspects**`);
- charter of the organization;
- the organization's Code of Conduct (see application-risk table)
- the organization's rules regarding fraud and corruption and misconduct such as sexual harassment;
- the Supplier Sheet (*see application documents folder*) and supporting document such as bank statement (for more info please see `**financial aspects**`);
- a Work Plan detailing which activities will take place when/in which month during the project activity implementation phase (see application documents folder);

## **FINANCIAL ASPECTS**

The following financial aspects should be taken into account when applying to the Matra programme:

- Project proposals with budgets ranging from €25.000 to €200.000 may apply. The budget form should be drafted in **Euros**;
- The maximum project duration is 36 months. Projects running longer than 12 months should include a yearly Liquidity Forecast. This forecast should provide an estimation of how much funding will be spent per year. ***Please include the liquidity forecast into the budget sheet***;
- A bank statement or a previous invoice/transfer document (*dekont* in Turkish) of the organisation, showing: name of the organisation, name of the bank, and the bank account details (including IBAN).
- Organisations must prove that they are able to manage the project sum in a satisfactory manner; the embassy/consulate-general may request reports by auditors.

### Co-financing with other donors is possible if:

- Visibility of the MATRA Fund/the Netherlands is guaranteed;
- A clear, transparent description is given of the specific MATRA-funded activities;
- Other sources of funding are also specified in the proposal and;
- The budget balances.

## **EXEMPTIONS**

Not eligible for funding under MATRA are:

- Projects repeating identical previous projects, or proposals that come down to funding ongoing activities/projects;
- Commercial activities;
- Projects with a predominantly academic focus, i.e. research;
- Projects that largely or exclusively involve the delivery of goods or materials;
- Infrastructural or construction projects;

- Scholarships or education programmes;
- Humanitarian aid;
- Feasibility studies and other research;
- Vehicles etc.
- Publishing of books;
- Running costs (rent, electricity, heating etc.);
- Hardware.

## **GUIDELINES FOR ASSESSING PROPOSALS**

Please note that the project proposals will be evaluated according to the following guidelines:

- The application must relate to one or more of the Matra priority areas mentioned above;
- The Aims, Results, Activities and Means are clearly described in detail and realistic;
- The aims are feasible, sustainable and acceptable to all concerned, there should be enough support by the relevant parties for the project;
- The expected outcomes are measurable and the time path for realizing the project is clear and realistic;
- The target group and/or the implementing organization is clearly defined and actively involved in implementing the project and bears part of the burden of the project (financial or in kind).

## **CONTACT DETAILS**

If you are interested in the MATRA programme, please contact the following address:

[ANK-APPLY@minbuza.nl](mailto:ANK-APPLY@minbuza.nl)