



FREEDOM TO LIVE – COMMUNITY GRANTS SCHEME 2021

GUIDELINES FOR APPLICANTS

Aim

As a practical initiative tied to the launch of Malta's 2021-2030 National Strategy on the Rights of Disabled Persons, the Ministry for Inclusion and Social Wellbeing is launching a **small grants Scheme, aimed at encouraging community leaders to implement in practice projects and initiatives in the spirit of the Strategy.**

Tying in with the ethos of the Strategy, and of the United Nations Convention on the Rights of Persons with Disabilities, upon which it is based, Proposals submitted to this Scheme must aim to **ensure the inclusion and participation of disabled persons in the life of their local communities**, thus maximising their Freedom to Live, independently within such communities.

Eligible Applicants

Voluntary Organisations and Local Councils have long been key drivers in Maltese society in respect of community action. Thus, this Scheme welcomes proposals from:

- Voluntary Organisations registered with the Commissioner for Voluntary Organisations, by the closing date for this Scheme, provided that all their filings with the Commissioner are up to date by said closing date
- Local Councils

Registered Voluntary Organisations who are currently a party to a Public-Social Partnership with the Government of Malta in the field of disability are not eligible to apply under this Scheme.

Possible Projects and Initiatives

Applications must be submitted in one of the following **four (4) Categories** under the Scheme:

- **Category A:** Awareness Projects – led by Disabled Persons
- **Category B:** Awareness Projects – developed with Disabled Persons
- **Category C:** Participatory Initiatives – led by Disabled Persons
- **Category D:** Participatory Initiatives – developed with Disabled Persons

All Proposals submitted must seek to align **with up to three (3) Objectives contained within the National Strategy**. Furthermore, specific reference to different Actions under these Objectives should be made in the Proposals.

Funding Available

The total amount allocated under the Scheme for 2021 is of one hundred thousand Euros (€100,000.00).

For every Category, the total amount of twenty-five thousand Euros (€25,000.00) is being allocated.

- Every Proposal submitted **must not exceed the sum of five thousand Euros (€5000.00)**.
- Every Applicant can **only submit one (1) Proposal to the Scheme during 2021**.
- At least **three (3) quotations from suppliers of goods or services are to be included with a Proposal, in respect of every stated expense** that exceeds the sum of one hundred Euros (€100.00).

Selection and Payment of Grant Money

1. Applications submitted shall be evaluated through an Evaluation Board.
2. The Evaluation Board has the right to request further documentation from the Applicant, after submission of a Proposal by the Applicant. If this is not submitted by the deadline given by the Board, the Application will automatically be rejected.
3. If the Evaluation Board accepts a Proposal, it is allocated twenty-five per cent (25%) of the Total Expenses approved for the Proposal, prior to its commencement.
4. The remaining seventy-five per cent (75%) of the Total Expenses approved, shall be given once the Proposal has been completed, if:
 - i) original fiscal receipts are presented by the Applicant covering the total amount approved;
 - ii) the Evaluation Board is satisfied that the Proposal was carried out according to the original Application as approved;
 - iii) the Proposal is completed by the Applicant within a period of twelve (12) months from the date on which the Selection Letter sent by the Evaluation Board is received by the Applicant.

If the above criteria are not met by Applicants, they will lose funding, and this includes the obligation to return the initial twenty-five per cent (25%) payment.

Proposals may be a smaller phase of a larger project or initiative, however, the phase covered by the Application as accepted must be completed within this twelve (12) month period.

5. The initial twenty-five per cent (25%) of the approved amount shall be transferred to the successful Applicant upon signature of a Grant Agreement between the Ministry for Inclusion and Social Wellbeing and the Applicant. The remaining seventy-five per cent (75%) shall be transferred after the Evaluation Board decides that the criteria in point 4 above are fulfilled.

Branding

- While completing its Proposal as approved, the successful Applicant must make use of all branding materials provided by the Ministry for Inclusion and Social Wellbeing, in order to acknowledge the funds granted by the **Freedom to Live – Community Grants Scheme 2021**.
- All branding must remain on materials used during the completion of the Proposal, both Virtual (ex. Websites/ Social Media) and Physical (ex. Booklets/ Premises/ Equipment), even after completion of said Proposal.

Application Form, Submission and Queries

- The application form is available in accessible formats, in both Maltese and English, at www.inclusion.gov.mt Hard copy application forms are also available from the Ministry for Inclusion and Social Wellbeing, 89, Sir Ugo Mifsud Street, Lija LJA 1056.
- Applications that do not follow these Guidelines, or which lack information requested on the Application Form, shall be rejected.
- Applications are to be submitted online, by post or in person, and must be received by **1st November 2021**. Late Applications will be automatically rejected.
- Any queries in respect of this Scheme should be addressed by email to freedomtolivescheme@gov.mt.