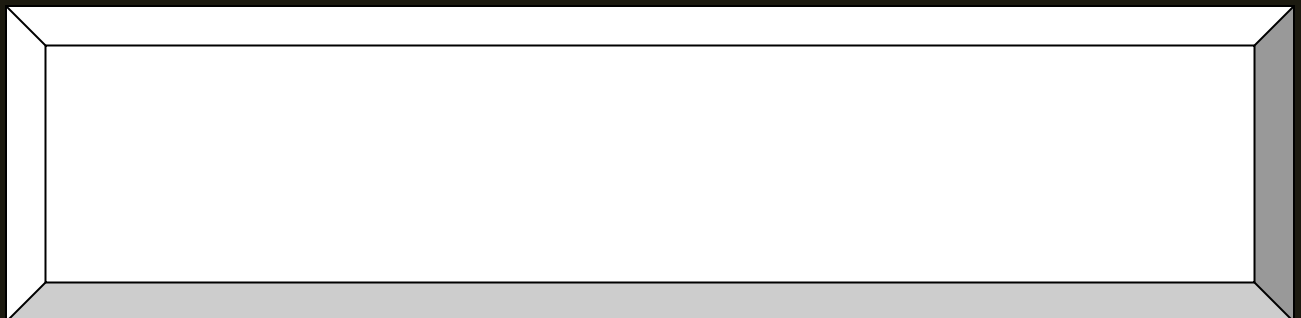


Small Scale Projects

**Embassy of the Federal
Republic of Germany in
New Delhi**



Small Scale Projects

The German Diplomatic and Consular Missions in India operate a program which enables them to provide direct financial assistance to Indian NGOs and religious institutions for the implementation of small-scale projects for the benefit of disadvantaged groups of society.

This program is funded by the Federal Foreign Office in Berlin and is implemented through German Diplomatic and Consular Missions abroad.

The German Consulate General in Chennai annually disposes of a fixed budget for the support of small, but self-contained projects, located in the Consulate's jurisdiction, which consists of Tamil Nadu, Andhra Pradesh, Telangana and the Union Territory of Puducherry. The program will focus primarily on the **empowerment of women and girls**. Projects that cover aspects of waste management, energy efficiency or environmental issues will be considered if their implementation contributes to the above mentioned goals.

General Guidelines for Small-scale projects and Procedure

Please pay attention to the following requirements for your application:

- The implementing agency must be an experienced, qualified and reliable organization, preferably a non-governmental organization (NGO) registered under the Societies Registration Act, or a religious institution. The organization must be registered under the Foreign Contribution Regulation Act (FCRA).
- Project proposals have to be accompanied by at least 3 competitive quotations/ cost estimates (in Rupees) for each item to be purchased /constructed from the grant.
- Incomplete applications (i.e. lacking detailed description of the project, lacking compulsory quotations etc.) cannot be taken into account.
- The project has to be completed within six months after approval and before the end of November 2015.
- The implementing agency does also have to contribute financially to the project and has to be in a position to finance all upcoming follow-up/ running costs for a period of at least 2 future years.
- Overhead costs (personnel, administrative, travel and other running costs) of the implementing agency or the project itself cannot be supported.
- Under German law it is not possible to finance a project which is already co-sponsored by any other organization, which already receives contributions from the German Federal Budget (e.g. European Union, United Nations etc.).
- In order to be considered for possible funding in 2015, project proposals need to be submitted to the German Consulate in Chennai in original by February 28, 2015. Application forms can be downloaded here. [Download Application Form \[msword, 34k\]](#)
- Applications received by E-Mail will not be considered.

After you have submitted your application

- Eligible projects will usually be selected for towards the end of March 2015, with regard to the focal area mentioned before (empowerment of women and girls)
- During the selection process project officers of this Embassy will contact the institution which applied for a grant for a field visit. Please note that such field visits do not automatically result in approving of the project proposal.
- After a decision in favor of a project, an allocation agreement will have to be concluded and signed between German Embassy and the implementing agency/NGO.
- Disbursement of funds will not take place before major project contents have been realized. Furthermore, funds can only be released upon presentation of original invoices.
- The implementing agency is further required to submit a final report on the project and its impacts on the beneficiaries, as well as a breakdown of expenses immediately after conclusion of the project.
- The Consulate will then visit the project and check its implementation