



Project Proposal for Small Action Funding of the Swiss Embassy 2025

The Embassy of Switzerland to India and Bhutan has funds available for small action projects. The size of the funds granted are between 8'000 and 10'000 Swiss Francs. Projects shall be either on human security /rights promotion or on development/poverty reduction.

Please note below the eligibility criteria for the projects we support:

- Only CSO registered with the CSO-Authority are eligible. Organisations must be eligible to receive foreign funding (all Statutory and Legal requirements as per the Govt. of India have to be fulfilled).
- The funds are intended for concrete projects and activities (such as training, workshops, building of facilities etc.), not general budget support or purchasing tangible assets.
- The activities need to be implemented within one calendar year (i.e. 2025).
- The same organisation cannot be supported two years in a row.

With the above in mind, the activities funded by the Swiss Embassy can be part of a larger project that covers more aspects or spans over a longer time.

Please restrict the submission to total number of four pages.

Please insert the relevant information by typing directly into the text box.

Name of Organisation: [Click or tap here to enter text.](#)

Contact Person: [Click or tap here to enter text.](#)

Email: [Click or tap here to enter text.](#)

Phone Number: [Click or tap here to enter text.](#)

Titled of submitted Project:

[Click or tap here to enter text.](#)

Goal of Project

Please explain the main goals that are to be reached. Please be **precise, concise and complete**.

[Click or tap here to enter text.](#)

Operationalisation of Project and Activity

Please explain **how** the goals are to be reached, what **concrete activities are planned**, and, if applicable, who the involved partners are. Please be precise and complete.

[Click or tap here to enter text.](#)

Sustainability and Local Ownership of Project

Please state how the proposed project is embedded in your organisation's other activities and how it links to other efforts of your organisation.

[Click or tap here to enter text.](#)

Innovation

Please explain how the activity will create an impulse for the beneficiaries, and how the activity is innovative.

[Click or tap here to enter text.](#)

Target audience of Project

Please explain whom you are targeting with your project/activity, and how they will benefit from the project. Elaborate also on the Gender aspect of the project activities.

[Click or tap here to enter text.](#)

Geographical concentration

Please explain the area and state that your project/activity will be implemented.

[Click or tap here to enter text.](#)

Please tick the appropriate answer:

- The proposed project is part of a larger project (e.g. applying for funds for two training sessions, as part of a larger training program)
- The proposed project is a stand-alone project.

What is the overall amount you are applying for?

Please attach a detailed budget outlining clearly the separate costs.

[Click or tap here to enter text.](#)

If the project is part of a larger project, what is the overall budget of the entire project?

[Click or tap here to enter text.](#)

Please attach a general budget of the overall project.

If applicable, please list the other donors of the project/activity?

[Click or tap here to enter text.](#)

Once funding is provided, how long would it take to start the project?

- immediately
- within one month
- within 2 months
- longer

Please outline the most relevant milestones as well as the intended timeline:

e.g. Training Module 1 will be completed in June, Training Module 2 in July, and Training Module 3 in September.

[Click or tap here to enter text.](#)

Please indicate the last milestone of the proposed project, and when it will be completed.

e.g. We are applying for funds for 4 training modules, the fourth one will take place in September, after which the proposed project is completed. Note that the last activity sponsored by the Swiss Embassy cannot take place later than October 2025

[Click or tap here to enter text.](#)

Please note that only complete project applications will be considered, i.e. duly filled forms including requested attachments (notably a specific budget). If the project is selected, a contract will be made. A key provision of the contract will be the requirement to submit a final report after the completion of the Swiss funded activities. The timing of this report is subject to discussion; however, it will have to be submitted latest by end of October 2025. The Embassy will transfer the last instalment of the fund after such a report has been approved.

Date of submission: