



2025 Call for Small Project Proposals – Guidelines

The Embassy of Switzerland in Indonesia provides financial support to selected small-scale initiatives, which will be implemented in 2025 in Indonesia and Timor-Leste.

Goals and objectives for the 2025 project call

Only projects benefitting **rural communities** in the following regions will be considered: **Nusa Tenggara Timur, Maluku, Sulawesi, and Timor-Leste (all provinces)**. The successful organizations shall put forward activities aimed at **enhancing essential services at the village or neighborhood level**, such as (but not limited to) facilitating financial inclusion, empowering farmers and smallholders through capacity building, access to pre-school and grammar school education, access to basic health services, access to decent employment. The successful organizations shall target **disadvantaged, vulnerable and/or marginalized groups**, such as (but not limited to) minorities, people with disabilities, single parents, women and children living in extreme poverty.

The maximum grant sum is IDR 371'000'000. Incomplete applications will not be considered. Only shortlisted organizations will be contacted for an interview.

Eligibility

- The call is open to **any non-profit civil society organization in Indonesia and Timor-Leste** aligning with the thematic and geographic focus areas mentioned above.
- Please note that the following projects and organizations cannot be supported:
 - International organizations and government institutions
 - Profit-oriented organizations (e.g., SMEs).
 - Profit-oriented activities (e.g., fundraising).
 - Projects with religious purposes (organizations with a religious background are still eligible to apply).
 - Projects solely consisting of material supply (e.g., office appliances, vehicles, or building material).
 - Projects benefitting selected individuals, scholarships or study visits to Switzerland or third countries, advisory missions of foreign experts, as well as simple collections, donations, and sponsorships by individuals.
 - The same organization cannot be repeatedly supported.

Funding and Budgeting

- The Embassy can fund up to 80% of the overall project budget. The remaining 20% shall be covered by the organization itself, and/or by other sponsor(s).
- A detailed budget proposal must be submitted (see template), justifying all budgeted expenses related to the proposed activities. The budget proposal must cover the entire project cost, not only the Embassy's share.
- No more than 20% of the total project costs can be used for overhead costs (like administrative expenses) and daily subsistence allowances (like travel or meal expenses for individuals working on the project).

Application Process

The application must be submitted online with the following attachments:

- **Completed budget proposal (mandatory)**
- **Scanned copy of registration (mandatory)**
- Latest annual report (optional)
- Audit reports (optional)
- The Embassy might request additional documentation.