



MINISTRY FOR SOCIAL DIALOGUE,
CONSUMER AFFAIRS AND CIVIL LIBERTIES

NGO Co-Financing Fund



E-SERVICE APPLICATION

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Ministry for Social Dialogue, Consumer Affairs and Civil Liberties*

The objective of the NGO Co-Financing Fund



A vast array of EU Funding opportunities exist and it is vital for Malta to benefit and exploit fully such funding initiatives.

Within this field, the Ministry for Social Dialogue, Consumer Affairs and Civil Liberties aims at partially support the co-financing obligations of NGOs benefiting from EU Funded Projects.

Management of the Fund



- The FUND is open all year.
- NGOs may submit their applications, once their project is approved/already into implementation or even if the project is complete in the current/previous year.
- The Fund is administered by an Evaluation Board led by the Ministry for Social Dialogue, Consumer Affairs and Civil Liberties.

Benefit of shifting towards an e-service



- Convenient
- Time Efficient
- Accessibility
- Dynamic interaction
- Simplification

Convenience



NGOs can now submit an application online, while allowing them to carefully manage the pace of their own application.

Time Efficiency



This electronic service is very time efficient as it eliminates the time NGOs would need to spend on making copies, printing, binding documentation and handing in applications.

The system is available 24/7.

Accessibility



Through the e-ID capabilities, the applicants have the facility to save their progress while filling in the application and submit their application once they feel it is complete.

This also gives the added benefit of having a direct channel for constant updates on the progress of the submitted application.

Dynamic Interaction



The new system is more dynamic, applicants are given an indicative estimate of the grant they are eligible for under the NGO Co-Financing Fund.

The applications will then be reviewed by the Evaluation Board who shall confirm the final grant.

In the case where the Board will require any further information or clarification, the applicants will be notified through an instant SMS and email.

Simplification



This electronic system is designed to collect only the essential information and reduce the repetition of work to beneficiaries.

The system is designed to be self intuitive and easy to follow.

Online Application Form



Log on to

<https://socialdialogue.gov.mt/en/Pages/DPPI/NGO-Co-Financing-Funds.aspx>

Log on through e-ID

Get estimated indicative grant

Save / Submit options.



Co Financing Funds For NGOs Application

Fields marked with an asterisk '*' are mandatory. When fields are marked with '+', it is mandatory to complete at least one of the group of fields.

Applicant Organisation Background

VO Number *	Title	First Name *	Surname *
<input type="text" value="VO/1234"/>	<input type="text" value="Mr"/>	<input type="text" value="Kevin"/>	<input type="text" value="Borg"/>
Role within the Organisation *	Contact Phone Number +	Contact Mobile Number +	
<input type="text" value="Member"/>	<input type="text" value="22985117"/>	<input type="text" value="79123456"/>	
Email Address *	Confirm Email Address *		
<input type="text" value="kevin.borg@ngo.gov"/>	<input type="text" value="kevin.borg@ngo.gov"/>		
Organisation Full Legal Name *			
<input type="text" value="NGO Name"/>			

NGO Audited Accounts (to be uploaded in section 4 of 6)

Available cash in hand / cash in bank of the last financial year (EUR) *	Available cash in hand / cash at bank of the previous financial year (EUR) *
<input type="text" value="1600.00"/>	<input type="text" value="4000.00"/>



Project Proposal

Project Code *

ESF1.1

Project Title *

NGO Project

Project Start Date *

01/08/2013

Project Duration (in months) *

26

Project End Date *

15/10/2015

Number of people directly
benefitting from the project *

40

Define how these people will benefit directly from the project *

This Project will provide Training to 40 people in the area of NGO sustainability.

Max. 300 Characters

Number of awareness campaign carried out in Malta

1

Define how the Awareness Campaign will benefit it's target audience

We will carry out an awareness campaign for all registered Voluntary Organizations though the distribution of printed material and info sessions carried out by the trained members of staff.

Max. 300 Characters

Define how the Project contributes towards National Priorities/Policies

Max. 300 Characters

Summary of Proposal *

Training of 40 members within the our Organization to administrate better the organization structures of Voluntary Organizations and the dissemination of good practices within other VOs

Max. 600 Characters

Project Approval Date *

EU Funding Program Being Applied For *

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Project Approval Date *	EU Funding Program Being Applied For *		
<input type="text" value="15/05/2013"/>	<input type="text" value="ESF"/>		
EU Funding Contact Person *	EU Funding Authority Email Address*	EU Funding Authority Phone *	
<input type="text" value="John Carabott"/>	<input type="text" value="john.carabott@gov.mt"/>	<input type="text" value="22001111"/>	
Total Project Value (EUR) *	NGO Financial Share (EUR) *	% Co Financing Rate (NGO Share) *	Amount requested to the NGO Co-Financing Fund Board (EUR) *
<input type="text" value="100000.00"/>	<input type="text" value="10000.00"/>	<input type="text" value="15"/>	<input type="text" value="10000.00"/>
Project Leader Title *	Project Leader First Name *	Project Leader Surname *	
<input type="text" value="Ms"/>	<input type="text" value="Jane"/>	<input type="text" value="Gatt"/>	
Contact Phone Number +	Contact Mobile Number +	Email Address *	
<input type="text" value="21555555"/>	<input type="text" value="99123456"/>	<input type="text" value="Jane.Gatt@ngo.gov"/>	

Project Partners

Number of Partners: *

Name of Partner Organisation	Country	Role of Partner within the Project	Financial Contribution to the Project	Contribution to the Project (EUR)
<input type="text" value="NGO 1"/>	<input type="text" value="Malta"/>	<input type="text" value="Provide trainers"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text" value="2000.00"/>
<input type="text" value="NGO 2"/>	<input type="text" value="Malta"/>	<input type="text" value="Assist in dissemination"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text" value="3000.00"/>
<input type="text" value="International NGO"/>	<input type="text" value="Cyprus"/>	<input type="text" value="Host Trainers within their"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>
<input type="text"/>	<input type="text" value="[Select One]"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>
<input type="text"/>	<input type="text" value="[Select One]"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>



3 of 6 Previous Experience With Other Public Funding Next  

Experience with other public funding

Number of Past or Current EU Projects: *

Project 1

Reference Code	EU Fund Name	Project Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Short Description of the Project.

Max. 300 Characters

Value (EUR)	NGO Co-Financing Share %	Project 1 Start Date	Project 1 End Date	Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select One ▼

Comment

Max. 300 Characters

Project 2

Reference Code	EU Fund Name	Project Name
<input type="text"/>	<input type="text"/>	<input type="text"/>








List of attachments

CO FINANCING FUNDS FOR NGOS APPLICATION

Attachments

Required Documents

Click on the documents below to view already uploaded documents or to attach new documents.

Group	Attachment Name	Mandatory	Uploaded	Status
Organisation Background	Audited account of the last financial year. Upload in PDF the audited account of the last financial year.	Yes		
Project Proposal	Audited account of the previous financial year. Upload in PDF the audited account of the previous financial year.	Yes		
Project Proposal	Approval Letter. Upload in PDF the approval letter.	Yes		
Project Proposal	Approved Grant Agreement. Upload in PDF the approved grant agreement.	Yes		
Project Proposal	Closure Report (if applicable). Upload in PDF the closure report (if applicable).	No		

Example of Dynamic Interaction



- Instant notifications of missing information;

Kindly correct the following errors found in the "Applicant Organisation Background" page before proceeding to the next page.

VO Number	✘ This field cannot be left empty.
First Name	✘ This field cannot be left empty.
Surname	✘ This field cannot be left empty.
Role within the Organisation	✘ This field cannot be left blank.
Contact Phone Number	✘ This field cannot be left blank.
Contact Mobile Number	✘ This Field cannot be left blank.
Email Address	✘ This field cannot be left blank.
Confirm Email Address	✘ This field cannot be left blank.



Estimated Scoring

The score and grant indicated hereunder are for estimation purposes only and are not to be considered as final. The final score and grant can vary and will be granted at the disclosure of the NGO board only.

	Points	
% Co-Financing Rate (NGO Share):	20	%
Number of Partners:	20	%
Readiness:	20	%
Amount Requested out of NGO share:	20	%
Number of people directly benefiting from the Project:	20	%
Total Grant (EUR):	400.00	

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Submission page

Submission Reference

Date Received

Use the white 'Save' button to save your progress in the form without submitting to the Competent Authority. This is useful if you do not have all the required information, or intend to finish the form at a later stage.



Use the green 'Submit' button when the form is complete and is ready to be submitted.



The 'Withdraw' button should be used only when you want to withdraw your submission, thus terminating the submission process.



Thank you for your attention



For more information please visit our website
<https://socialdialogue.gov.mt/en/Pages/DPPI/NGO-Co-Financing-Funds.aspx>

or www.socialdialogue.gov.mt/dppi and select
[NGO CO FINANCING FUNDS](#)

Directorate for Policy Development & Programme Implementation, MSDC