



**OFFICE OF THE PRESIDENT**  
GOVERNMENT OF THE REPUBLIC OF PALAU

**THE REPUBLIC OF CHINA-PALAU SMALL GRANTS PROGRAM**

*Guidelines for Republic of China-Palau Grant Funding Support for Small Scale Projects*

**“HEALTHY AND RESILIENT COMMUNITIES PROJECTS OF 2021”**

In the Nation’s efforts to build and foster Healthy and Resilient Communities, the Government of Palau is committing \$300,000.00 of this year’s Grant Projects Package assistance by the Government of the Republic of China to fund projects that promote and foster good health and well-being and projects that build and strengthen the resilience of families and communities of the Republic of Palau.

As a small island nation, Palau is inherently vulnerable to external events. However, with the onset of Climate Change and the COVID-19 pandemic, Palau has become highly vulnerable and fragile. In order to respond to and recover quickly from the negative impacts of these external developments, Palau must not only build resiliency in its infrastructure and institutions but perhaps more importantly, in its families and communities. The National Government believes that small scale projects supported by this grant funding opportunity can serve a critical role in promoting healthier and safer communities, reducing vulnerabilities, and strengthening our ability to withstand and recover quickly from economic cycles, natural disasters, or health epidemics and pandemics.

**Eligibility Criteria:** Small scale projects must support, promote, empower, educate, build, and share understanding about practice, and most importantly, to use resources especially current technology to promote healthy living and strengthen resilience of families and communities. Projects are encouraged in the areas of food security, sustainable livelihoods, climate change mitigation and adaptation, cultural heritage, health and hygiene, recreation and fitness, and community development. Gender equity aspects are always taken into consideration.

State governments, community-based organizations, faith-based organizations, and recognized NGO’s providing services to families and community are invited to develop proposals for submission to the Palau Grants Office. National Government agencies may apply but only in partnership with state governments and private sector entities as described above.

**Funding Criteria:**

- Projects may receive up to a maximum of \$25,000.
- Projects must be completed by December 31, 2021.

- Goods necessary for the completion of the project should be purchased within Palau.
- Travel costs outside of Palau cannot be covered.
- Funds may not be used to hire salaried employees.
- Funds may not be used for recurrent costs of your ongoing program.
- The project must be self-contained. This means that after the completion of the project, future costs for continuation of activities related to the project will not be covered by the fund.
- **Applicant must indicate in the application how acknowledgement of the Donor (the government of the Republic of China) will be carried out (e.g., press release, radio/TV coverage, labeling/signage, etc.)**

**The following costs are eligible under the Small Scale HEALTHY AND RESILIENT COMMUNITIES Projects:**

- Administrative and overhead costs specifically related to the project (not more than 10%)
- Purchase and/or building of infrastructure
- Shipping and/or delivery costs
- Fuel
- Computers or other equipment
- Software
- Instructional materials
- Conference and event expenditures
- Hospitality costs, excluding alcoholic beverages
- Training and capacity building expenditures
- Stipends to instructors, advisors or persons who perform community services
- Outreach, communication and information dissemination costs
- Permit costs
- Legal costs
- Accounting costs
- Medical costs
- Publishing costs
- Radio and television broadcast fees
- Facilities and equipment rental charges
- Research-related costs
- Security costs
- Translation and interpretation fees
- Contractual professional services
- Lease or rental of vehicles for project activities
- Vehicle and equipment operation, installation and/or maintenance related to project activities
- Website development and related costs

### **Application and Implementation Procedure:**

- *All application should be submitted every Wednesday of the week during Office hours (between 8am to 5pm) using the appropriate form provide by the Grants Office.*
- *Funds will only be released after an agreement is countersigned by an authorized representative of the grantee, who will be liable in the case that conditions of the funding agreement are breached.*
- *Funds will not be transferred to personal bank accounts. If grantee is not a government entity or an organization with an established bank account, it will be necessary to identify a reputable non-profit entity to serve as the implementing partner for the grantee.*
- *All original invoices and receipts must be kept for audit purposes.*
- *An interim report will be required halfway through the project utilizing the provided report template. A final report detailing the outputs and outcomes of the project must be submitted in writing within one month of the completion of the project. The final report will include 1) submission of a completed “Certification of Project Funds” statement; 2) an acquittal of all funds (meaning copies of all paid invoices/receipts attached to the final financial statement); and 3) a narrative report to explain and confirm the completion of the project and how it was implemented, including evidence of completion such as photographs and other records showing the project’s success.*

### **Contact:**

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