



OFFICE OF THE PRESIDENT
GOVERNMENT OF THE REPUBLIC OF PALAU

2023 REPUBLIC OF CHINA (TAIWAN) - PALAU SMALL GRANTS PROGRAM GUIDELINES

**“A KOT A RECHAD ER BELAU – Ke de meketek er a rengeleked el mo klisichel a beluad:
Investing in our Children for the Republic of Palau”**

To support the development of our youth, the Government of Palau is allocating \$350,000.00 of this year's Grant Package aid from the Government of the Republic of China (Taiwan) for small grants to support small-scale projects that align with this year's theme of "A KOT A RECHAD ER BELAU - Ke de meketek er a rengeleked el mo klisichel a beluad: Investing in our Children for the Republic of Palau." The focus should be on promoting capacity building, career advancement, social and professional development, and other programs that increase the strength and resilience of Palau's youth.

The *Palau National Youth Policy 2023-2027* outlines a vision and objectives for youth development, along with strategies to achieve these objectives. The policy acknowledges that supporting youth development requires collaboration across various sectors and agencies as issues affecting the youth are cross-cutting. To promote the development of Palau's youth, it is crucial for these key agencies that deliver services catered to the youth to work together.

The Policy is accompanied by a detailed National Youth Action Plan, which provides an implementation and accountability framework by setting out concrete actions to be taken by each responsible agency, along with a framework for monitoring progress toward achieving the objectives set out in the Policy. The National Government believes that small-scale projects supported by this grant funding opportunity can serve a critical role in promoting Health & Healthy Lifestyle; Education, Skills & Employment; Justice, Protection, & Social Inclusion; Participation in politics, culture, the arts, and environmental protection; Strengthening the enabling environment for youth.

Eligibility Criteria: Proposed small-scale projects must support, promote, empower, educate, and build the capacity of Palau's youth, using current technology wherever possible. The projects should aim to foster healthy and happy well-being, promote resilience, and encourage the youth to become productive members of their families, communities, and Palauan society. The projects must be youth-led or cater specifically to the youth.

Projects are encouraged in the areas of social services (dealing with youth who are victims of abuse, broken/displaced families, persons with disabilities, non-communicable disease prevention, substance abuse prevention and control (alcohol, tobacco, and other drugs), mental health, at-risk youth engagement and development, litter prevention and beautification, climate

change mitigation and adaptation, cultural heritage preservation, and community economic development (food security, eco-tourism promotion, capacity building, ensuring sustainable livelihoods).

Social Inclusion is always taken into consideration. Projects should align with and promote this year's theme, "A KOT A RECHAD ER BELAU – Ke de meketek era rengeleked el mo klisichel a beluad: Investing in our Children for the Republic of Palau."

State governments, community-based organizations, faith-based organizations, and recognized NGOs providing services to families and communities are invited to develop proposals for submission to the Grants Office at the Office of the President. National Government agencies *may apply but only in partnership with* state governments, non-government and civil society organizations, or private sector entities as described above.

Grant Criteria:

- The maximum amount that projects can receive is \$10,000.
- Projects must be completed by December 31, 2023.
- Goods and services needed for the project must be procured within Palau.
- Travel costs to and from outside of Palau cannot be funded by the grant.
- Project funds cannot be used to hire salaried employees.
- Using grant funds for recurring costs of other ongoing programs is not permitted.
- The project must be self-contained, and future costs for the continuation of activities related to the project will not be covered by the grant.
- Applicants must indicate in their proposals how the Republic of China (Taiwan) will be recognized as the donor through means such as press releases, radio or television broadcasts, and news ads.

The following costs are eligible under this grant:

- Administrative costs (not more than 10%)
- Shipping and delivery costs
- Fuel
- Hardware (e.g., computers)
- Software
- Instructional materials
- Conference and event expenditures
- Training and capacity-building expenditures
- Hospitality costs, excluding alcoholic beverages
- Stipends for persons who perform community services
- Outreach, communication, and information dissemination costs
- Permit costs
- Legal costs
- Publishing costs

- Radio and television broadcast fees
- Website development, social media management, and related costs
- Facilities and equipment rental
- Lease or rental of vehicles for project activities
- Research-related costs
- Security costs
- Translation and interpretation fees
- Contractual professional services
- Equipment operation, installation, and/or maintenance related to project activities

Application and Award Procedures:

Application. To apply for this grant, applicants must submit their applications in person to the Grants Office on the 2nd floor of the Executive Building in Ngerulmud by June 2, 2023. Please note that only complete applications will be considered, and incomplete ones will be returned. However, applicants will have until the deadline to complete and resubmit their applications.

This grant is highly competitive, and applications will be evaluated based on quality and their alignment with this year's theme. It's important to ensure that your application highlights how your proposed project or initiative will align with the theme and make a positive impact.

It is important to note that for projects involving construction, applicants are required to provide the following documents: scope of work, blueprint, land ownership certificate, land use right, or lease agreement.

Awarding. Once an application has been selected for an award, the applicant will become a "grantee." The grant funds will be released once the agreement template has been countersigned by both the Grants Office and the grantee. Please note that funds will not be deposited into personal bank accounts.

In case an organization does not have a bank account, they will be required to partner with a reputable non-governmental organization or state government that will act as an implementing partner. The grant funds will be deposited into the implementing partner's bank account. The grantee must provide a signed agreement that specifies the terms of the partnership and the fiduciary role of the implementing partner. The agreement must state how the implementing partner will contribute to the successful delivery of the project.

The partnership agreement must, at the very least, describe how the implementing partner will collaborate with the grantee to ensure that the project is delivered successfully. It's important to make sure that the agreement is clear and that all parties are fully aware of their roles and responsibilities.

Donor visibility. Public acknowledgment of the Republic of China (Taiwan) as the donor is mandatory for all recipients of the project support. This acknowledgment can be made through various means such as press releases, radio/TV coverage, and labeling/signages.

We appreciate the Republic of China (Taiwan)'s support for the project and believe that acknowledging their contribution will help raise awareness of their commitment to advancing social and economic development around the world.

Reporting. Within one month of the project's completion or by December 31, 2023, whichever is earlier, grant recipients must submit a final report that details the outputs and outcomes of the project. The final report must include the following items:

- A completed "Certification of Project Funds" statement
- An acquittal of all funds, which means attaching copies of all paid invoices and receipts to the final financial statement
- A narrative report that explains and confirms the completion of the project, how it was implemented, and evidence of its success, such as photographs and other records. The narrative report should provide a detailed description of the project's outcomes, including any significant achievements or challenges faced during the implementation process. The report should also discuss how the project's outputs contributed to achieving its overall goals and objectives as well as its impact to the community it was implemented.

**For inquiries, contact
the Grants Office:**

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