Iceland
Liechtenstein
Norway
**Civil Society Fund**

OPEN CALL FOR CIVIL SOCIETY ORGANISATIONS (CSOs) IN HUNGARY

# ACTION AND QUICK INTERVENTION GRANTS

AVAILABLE FUNDING:

850 010 EUR

DEADLINE:

CONTINUOUS (ROLLING CALL)

ökotárs alapítvány

autonómia

Kárpátok Alapítvány – Magyarország

The **EEA Civil Society Fund** is part of the contribution of **Iceland**, **Liechtenstein** and **Norway** to 15 EU Member States under the EEA and Norway Grants, including **Hungary**. The aims of the EEA and Norway Grants are to **reduce social and economic disparities** in the European Economic Area (EEA) and to **strengthen bilateral relations** between the Donor States and Beneficiary States.

The EEA Civil Society Fund aims to support **a vibrant and resilient civil society protecting and promoting democracy, the rule of law, and human rights**.

The Civil Society Fund in Hungary has a total allocation of **€ 22,935,849** (of which app. € 19.37 million will be used for direct project support). A consortium of Ökotárs-Hungarian Environmental Partnership Foundation, Autonomia Foundation and Carpathian Foundation-Hungary operates the Civil Society Fund in Hungary on behalf of the donor countries.

This call targets Civil Society Organisations (CSOs) working in all priority areas of the programme (see below) and has a total allocation of **€ 850,010.**

| **SUMMARY OF THE CALL** | |
|---|---|
| Title of the call | Action and Quick Intervention Grants |
| Purpose of the call | To support short actions and campaigns around current, topical problems, cases or emergencies, implemented by civil society organisations contributing to the outcome and output listed below. |
| Outcome(s) | Outcome 1: Democratic values and rule of law strengthened |
| Output(s) | Output 1.2: Civic engagement increased |
| Relevant project activities | ● Actions (demonstrations, public gatherings, etc.)<br>● Participation in policy and decision-making processes<br>● Citizen mobilisation in a given issue, case or decision<br>● Advocacy to support a cause or policy<br>● Awareness-raising activities<br>● Communication campaigns<br>● Constituency building<br>● Fundraising campaigns<br>● Cultural and artistic activities for promoting social change<br>● Outreach and community organising to encourage citizen activism, volunteering, and civic participation |
| Eligible project applicants | Associations, foundations, social cooperatives and nonprofit companies exclusively owned by natural persons and falling under the category of micro- and small enterprise (have fewer than 25 |

| | |
|---|---|
| | employees), legally registered in Hungary (detailed conditions see below).<br><br>Informal (unregistered) citizens' groups and communities can also participate as partners. In such cases, the lead organisation must meet the above conditions and commit to receive the grant and manage it in accordance with the financial rules (see below). |
| Project duration | Between 3 and 12 months |
| Project grant amount | Between € 1,000 and € 25,000 |
| Co-financing | No co-financing required |
| Partnerships | Applications may be submitted in partnership with (preferably not more than 2) other organisations/entities that are eligible by this call.<br><br>Partnerships with entities from the Donor States (Iceland, Liechtenstein and Norway) are encouraged. |
| Call available in the following language(s) | English<br><br>Hungarian |
| Questions deadline | Continuous |
| Application deadline | Continuous - The rolling call is open until the allocation is exhausted but no later April 2030 with monthly selection of projects (with the first taking place in June 2026). |

# TABLE OF CONTENTS


1. BACKGROUND FOR THE EEA CIVIL SOCIETY FUND HUNGARY 5
2. FOCUS OF THIS CALL 6
    2.1 PURPOSE OF THIS CALL AND NEEDS ADDRESSED 6
    2.2 OUTCOME 1: DEMOCRATIC VALUES AND RULE OF LAW STRENGTHENED 7
    2.2.1 Expected results 7
    2.2.2 Possible activities 8
    2.2.3 Conditions 9
3. ELIGIBLE APPLICANTS AND PARTNERS 9
    3.1 Eligible applicants 9
    3.2 Eligible project partners 10
4. PROJECT CONDITIONS 12
    4.1 Co-financing 12
    4.2 Eligible expenditure 12
    4.3 Payment of the grant 13
5. HOW TO APPLY 13
    5.1 Questions and answers 14
6. ADMINISTRATIVE, ELIGIBILITY AND SELECTION CRITERIA 15
    6.1 Administrative criteria 15
    6.2 Eligibility criteria 15
    6.2.1 Appeals 15
    6.3 Selection criteria 16
7. SELECTION PROCESS 17
8. INFORMATION TO APPLICANTS AND CONTRACTING 18
9. MONITORING AND REPORTING 19
ANNEX 1: RESULTS-BASED MANAGEMENT FOR THE EEA CIVIL SOCIETY FUND 21

# 1. BACKGROUND FOR THE EEA CIVIL SOCIETY FUND HUNGARY

Support to civil society is a key priority for the EEA and Norway Grants, funded by Iceland, Liechtenstein and Norway. The overall objectives of EEA and Norwegian Financial Mechanisms 2021-2028 is to contribute to the reduction of social and economic disparities in the European Economic Area (EEA) and to strengthen bilateral relations between the Donor States and the Beneficiary States.

The EEA and Norwegian Financial Mechanisms 2021-2028 are based on the **common values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities**. All organisations and activities funded by the EEA and Norwegian Financial Mechanisms 2021-2028 shall be consistent with respect for these values and principles and abstain from supporting operations that may fail to do so. Their implementation shall comply with the fundamental rights and obligations enshrined in relevant instruments and standards.

10% of the overall funding of the EEA and Norwegian Financial Mechanisms 2021-2028 has been set aside for support to civil society through the Civil Society Fund. The allocation for the Civil Society Fund in **Hungary** is € **22,935,849.**

Through an open tender process, the secretariat of the Donor States – the Financial Mechanism Office (FMO) – has selected a consortium of **Ökotárs-Hungarian Environmental Partnership Foundation, Autonomia Foundation and Carpathian Foundation-Hungary** as Fund Operator of the Civil Society Fund in **Hungary**. The Fund Operator manages the Civil Society Fund programme on behalf of the Donor States and is responsible for the selection, contracting and follow-up of projects.

The objective of the Civil Society Fund is to contribute to a **vibrant and resilient civil society protecting and promoting democracy, the rule of law, and human rights**. The EEA Civil Society Fund in Hungary will include **7** open calls, contributing to the following outcomes[1]:

- Outcome 1: Democratic values and rule of law strengthened
  - Output 1.1: CSO participation in democratic processes increased
  - Output 1.2: Civic engagement increased
  - Output 1.3: Information integrity and media literacy increased
- Outcome 2: Human Rights strengthened
  - Output 2.1: Human rights, including anti-discrimination, and social justice supported
  - Output 2.2: Gender equality, including SRHR, and LGBTIQ+ rights supported
  - Output 2.3: Climate action, environmental protection, and a just green transition supported
- Outcome 3: CSOs that promote democracy, the rule of law, and human rights, strengthened
  - Output 3.1:
  - Output 3.2 An enabling environment for civil society supported

[1] An outcome is a higher level result area. See more information in Annex 2.

- Bilateral Outcome: Strengthened bilateral cooperation in the civil society sector i.e. between civil society in Hungary and the three Donors States, Iceland, Liechtenstein and Norway.

The programme uses a results-based management approach. This means it is designed and managed with a focus on achieving results. The programme has a results framework that guides what can be supported. To be eligible for support, all projects must contribute to the expected results outlined in this results framework.

In Hungary, addressing challenges arising from the invasion of Ukraine, countering gender-based violence, and inclusion and empowerment of Roma will receive special attention in the programme.

An overview of all open calls as well as other activities supported by the programme can be found on the website of the Civil Society Fund in Hungary: [norvegcivilalap.hu](norvegcivilalap.hu)

# 2. FOCUS OF THIS CALL

## 2.1 PURPOSE OF THIS CALL AND NEEDS ADDRESSED

Civil society organisations (CSOs) play a vital role in democratic societies. They raise awareness about important social issues, promote citizen participation, monitor legislative processes, and contribute to transparency and accountability. Through awarenes-raising campaigns and community actions, they bring public attention to important causes. They initiate dialogue and engage stakeholders. They make important causes visible and urge decision-makers to respond.

Actions and campaigns can take many forms, and they are essential parts of the democratic discourse. In well-functioning democracies, civil society operates within a stable framework that enables meaningful participation in policymaking, including the ability to provide input while getting proper feedback, and access to public data. Such conditions allow decisions to be shaped through inclusive dialogue and informed by diverse perspectives.

In Hungary, however, this stable framework is missing. Over the past decades, civil society organisations were either trying to counter shrinking civic space or support its development. They often operate under challenging legal and financial conditions, facing smear campaigns or restrictive measures. These challenges are particularly pronounced outside the capital and led to chilling effect and self-censorship among CSOs; therefore, strengthening civic participation and reviving local communities in these areas is of paramount importance.

The objective of this call is to support civil society actions and campaigns at local, regional, or national levels that address current social issues, engage stakeholders—particularly disadvantaged or marginalised communities—and reach broader segments of society. These initiatives should strengthen advocacy efforts, expand the use of effective tools, and contribute to meaningful dialogue with decision-makers. They should also empower participants by demonstrating that civic engagement can lead to tangible change.

## 2.2 OUTCOME 1: DEMOCRATIC VALUES AND RULE OF LAW STRENGTHENED

In the programme's results-based management, focus is first and foremost on the overall results to be achieved. The programme uses a so-called results framework that helps keep this focus, and that defines what is eligible for support. Each project must be assigned to a single outcome and, within that outcome, to one output[2].

This call addresses the following outcome and, within that outcome, the following output(s):

- **Outcome 1: Democratic values and rule of law strengthened**
  - **Output 1.2: Civic engagement increased**

### 2.2.1 Expected results

35-45 (on- and offline) campaigns and actions will receive grants addressing local and regional public matters organised successfully, that

- increase citizen engagement in CSO campaigns and actions as supporters, volunteers, organisers, etc.
- increase the access to information regarding local and regional public issues, and contribute to solving problems and changing the status quo
- improve the public image of CSOs as agents of positive change especially in the countryside
- increase volunteerism and enhance private giving, resulting in more donations and a stronger philanthropic culture that promotes the strengthened public acceptance and support of the civic sector
- improve the sustainability of CSOs working in the field of strengthening democratic values, the rule of law, and civic engagement
- expand the circle of supporters of the applicant organisation and increase its social base and visibility.

**Each project is expected to align with these main expected results, and report on them narratively.**

To track progress, projects should contribute to programme-level indicators from the selected outcome and output(s).[3] Indicators are means to quantifiably measure progress. Alongside narrative reports and other sources of information, indicators are used to help *indicate* the extent to which an outcome or output has been achieved. **The indicators listed in the table below are used to monitor progress and measure results at the programme level for this call.**

**Each project is required to use at least one of the programme-level indicators** from the selected outcome and output(s).[4] In their proposal, applicants must set values to each indicator, and during implementation monitor and report about their achievement, with

[2] An output is a lower level result area that contributes to the outcome which is a higher level result area. Together, the output and outcome form a result chain where each level is meant to contribute to the results on the next level. See more information in Annex 2.

[3] By achieving results under the selected outcome and related output(s), projects will contribute indirectly to the programme's high-level objective to contribute to a vibrant and resilient civil society protecting and promoting democracy, the rule of law, and human rights. However, project applicants are not required to measure results at this higher objective level, neither with narrative reporting nor with indicator reporting.

[4] If the applicant finds an indicator not at all relevant to the project, the value may be 0.

justification and supporting documentation (e.g. attendance sheets, photos, print-screens, social media analytics).

As per the selection criteria, projects will not be awarded additional points for high targets. Rather, projects will be assessed on whether the results are relevant, coherent and realistic.

| Excerpt of the programme results framework | Project applicant: Enter project target for selected indicators in the project application form |
|---|---|
| Number of people who participated in consultations with a public institution facilitated by the CSO | |
| Number of national, regional or local laws, policies or regulations proposed by or commented on by the CSOs | |
| Number of people who signed a CSO-led petition | |
| Number of people who participated in public gatherings led by CSOs | |
| Number of people engaged in CSO activities as volunteers in the capital or other major city | |
| Number of people engaged in CSO activities as volunteers outside of the capital city or other major city | |

### 2.2.2 Possible activities

To achieve the expected results, please see the below non-exhaustive list of possible project activities that can be supported under this call:

- Actions (demonstration, public gatherings, etc.)
- Participation in policy and decision-making processes.
- Participation in citizen mobilization in a given issue, case or decision.
- Advocacy to support a cause or policy.
- Awareness-raising activities.
- Communication campaigns.
- Constituency building.
- Fundraising campaigns.
- Cultural and artistic activities for promoting social change.
- Outreach and community organising to encourage citizen activism, volunteering, and civic participation.

Campaigns are defined as a series of short-term, intensive activities serving a specific objective, reaching and involving a wide range of target groups, accompanied by strong communication, using traditional and social media in a conscious way. Mobilisation and advocacy activities are understood as bottom-up, grassroots initiatives that involve the general public or a smaller community in concrete actions, such as petitions or demonstrations, to address a local, regional or national social or democratic issue, in order to achieve a concrete, timely and realistic goal.

Conferences, festivals, annual and/or regular events in a substantially unchanged format, (children's) camps, predominantly recreational, sporting or cultural events, charity events, projects with a substantially local community-building purpose, and any event that does not reach new target groups are not eligible within the framework of this call for proposals.

The EEA Civil Society Fund provides support for CSOs throughout Hungary. Applications from CSOs based in under-served geographic areas and led by target groups that are marginalised are encouraged.

### 2.2.3 Conditions

**Any of the listed activities may only be supported if the project is realistically able to**

1. draw attention to a concrete social problem, local, regional or national issue related to strengthening democratic values and the rule of law and increasing civic engagement
2. increase the visibility of the cause and/or the social base and sustainability of the organisation
3. reach the public through strong communication and various means (if possible also through the media), addressing a wide range of target groups
4. motivate people to take action to solve the problem (individually or collectively) and/or to support the cause or the applicant organisation (e.g. through donations, volunteering)
5. possibly reach people who have not previously been involved in similar activities
6. possibly reach decision-makers
7. contribute to solving problems and changing the status quo.

**Fundraising campaigns aiming at bridging a crisis for the applicant organisation may also be supported, but only if they aim at improving the applicant's sustainability, and the crisis arises from unavoidable circumstances beyond its control, necessitating immediate support. These campaigns are subject to the same seven criteria listed above.**

**Please note that under this call, supported projects must primarily focus on campaigning and communication to reach and mobilise diverse target groups and decision-makers. All other activities should be instrumental to achieving this objective.**

# 3. ELIGIBLE APPLICANTS AND PARTNERS

## 3.1 Eligible applicants

The applicant is the entity responsible for the overall initiation, preparation and implementation of the project (the project promoter). Eligible applicants are CSOs that are established in **Hungary** and fall within the following definition:

> *A non-profit voluntary organisation or informal (unregistered) citizens' group with a non-commercial purpose, independent of local, regional and central government, public entities, political parties and commercial organisations.*

More specifically, eligible candidates must meet the following general conditions:

- Are non-profit, being organisations that have not been created nor operated to generate personal profit. Although it may have paid staff and may engage in revenue-generating activities, it does not distribute profits to its members nor to its board. Where revenue-generating activities are undertaken, these do not represent the purpose of the non-profit organisation, but are a means to support its mission and values;
- Have members who do not have any direct commercial interest in the outcome of the work of the organisation or of its commercial activities, and the organisation does not pursue the commercial or professional interests of its members. This definition therefore excludes trade- and professional associations, where the aims and purposes of the association is to further the specific interests of its members only;
- Are voluntary in nature, formed voluntarily by groups or individuals, and where the organisation is membership based, membership is not compulsory for any group or individual;
- Are independent of local, regional and national government and other public authorities, and of political parties and commercial organisations: these bodies must not have a majority representation neither among the organisation's founders (in case of foundations) nor in its senior management body.

Religious institutions and political parties, social partners or profit-distributing cooperatives are not eligible applicants. Faith-based organisations are eligible if they meet the principles identified above and if the funded activities do not directly or indirectly promote a religious doctrine, mission or proselytism related to the beliefs of a particular faith (beyond basic religious/cultural awareness raising).

All eligible applicants must abide by the common values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities, and comply with the fundamental rights and obligations enshrined in relevant instruments and standards.

Organisations registered as

- associations and societies (excluding religious associations, parties, trade unions, employer organisations and chambers of commerce)
- foundations (excluding public and trust foundations)
- social cooperatives and nonprofit companies exclusively owned by natural persons and falling under the category of micro- and small enterprise (have fewer than 25 employees)

according to the Civil Code of Hungary (Act V. of 2013), are considered civil society organisations and thus are eligible to apply to this call, as long as they fulfil the above conditions.

Preference will be given to activities implemented by those consisting of vulnerable persons (women, Roma, refugees, etc.) and/or coming from underserved regions.

### 3.2 Eligible project partners

Projects may be implemented in partnership with project partners. Partners share a common economic or social goal with the project promoter, which is to be realised through

the implementation of the project. Project partners shall be actively involved in, and effectively contributing to, the implementation of the project.

Unless explicitly stipulated, the following entities are eligible to be project partners:

- Any civil society organisations, as described above or other private entities, commercial or non-commercial registered in Hungary, including trade unions;
- Any public or private entity, commercial or non-commercial, as well as civil society organisations, established as a legal person either in the Donor States, other Beneficiary States or a country outside the European Economic Area that has a common border with Hungary;
- An international organisation or body or agency thereof;
- **Informal, ad hoc and self-help organisations (including grassroots organisations) that are not registered legal entities (hereinafter referred to as "informal groups").** Informal groups are considered eligible project partners provided that:
    - their members are legal residents or based in either the Donor States, Beneficiary States or a country outside the European Economic Area that has a common border with Hungary (Ukraine and Serbia);
    - they are not established or operating with the purpose of personal profit;
    - membership in the group is voluntary and non-discriminatory;
    - their purpose aligns with the objective of the EEA Civil Society Fund;
    - they are independent of local, regional and national government and other public authorities, as well as of political parties, religious institutions and commercial organisations; and
    - they are represented by one single person, with legal residency in **Hungary**, who signs the partnership agreement on behalf of the group. An informal group cannot not be a direct recipient of the project grant.

A partnership agreement between the Project Promoter and each of its partners shall be submitted as a supporting document to the application. The agreement shall be in Hungarian or in English, and should contain the following: i) provisions on the roles and responsibilities of the parties; ii) provisions on the financial arrangements between the parties including, but not limited to, financial reporting obligations, means for proof of expenditure, payment flows and the expenditure for which project partners can be reimbursed from the project budget; iii) currency exchange rules for such expenditure and reimbursement; iii) provisions on the forms of grants for all costs in the project and their calculation method; iv) requirements for the submission of proof of expenditure and/or proof of conditions fulfilled where unit costs or lump sums are used; v) provisions on audits of the project; vi) a detailed budget, which foresees flexible rules for shifts between budget headings; and vi) provisions on dispute resolution.

If one of the parties to the agreement is an entity from the Donor States or an international organisation or body or agency thereof, the partnership agreement shall be in English and shall be based on the template to be published later on norvegcivilalap.hu.

A project partnership shall not be mistaken for sub-contracting. Project partners always share a common economic or social goal through the implementation of the project, and are actively involved in, and effectively contributing to, the implementation of the project. In contrast, sub-contracting is aimed at one or several specific deliverables, e.g. services or

equipment to realise a specific activity within the project. Sub-contracting shall always be carried out based on an appropriate service or purchase contract.

**At one time, one organisation may submit one project proposal as applicant (lead partner) and may submit another once its supported grant is appropriately closed.**

# 4. PROJECT CONDITIONS

| | |
|---|---|
| Project duration | Between 3 and 12 months |
| Project grant amount | Between € 1,000 and € 25,000 |
| Indicative start of project implementation | June 2026 |
| Final date of eligibility of expenditure | 28 February 2031 |

## 4.1 Co-financing

The grant rate of the project is 100%.

## 4.2 Eligible expenditure

All expenditures incurred by the Project Promoter are eligible that are:

1. the actions constituting the basis for reimbursement shall be carried out between the first and final dates of eligibility of a project as specified in the project contract;
2. they are connected with the subject of the grant contract;
3. they are proportionate and necessary for the implementation of the project;
4. they are used for the sole purpose of achieving the objective of the project and its expected outcome(s), in a manner consistent with the principles of economy, efficiency and effectiveness;
5. they are identifiable and verifiable, in particular through being recorded in the accounting records of the Project Promoter and determined according to the applicable accounting standards and generally accepted accounting principles; and
6. they comply with the requirements of applicable tax and social legislation.

The following expenditure categories are generally eligible:

1. the cost of personnel, comprising actual remuneration including social security charges and other statutory costs as applicable, provided that this corresponds to the Project Promoter's usual policy on remuneration;
2. travel and subsistence allowances for personnel and participants in the project, provided that this corresponds to the Project Promoter's usual practices on travel costs;
3. the full purchase price of new or second hand equipment provided that it is proportionate and necessary for the implementation of the grant;
4. costs of consumables and supplies;

5. costs entailed by other contracts awarded by the Project Promoter for the purposes of carrying out the actions of the project, provided that the awarding complies with the applicable rules on procurement[5];
6. costs arising directly from requirements imposed by the grant contract e.g. audit costs;
7. indirect costs, e.g. rent, utilities and general office maintenance.

Costs related to reconstruction, renovation, or refurbishment of real estate shall not exceed 50% of the eligible direct cost of the project.

As part of their proposal, applicants must submit an itemised draft budget for their project, broken down per each activity. The grant will be reported on a flat rate basis: a flat rate of 100% of the eligible direct personnel costs (arising exclusively from employment or similar contracts) may be used in order to cover all remaining costs of a project.

Note: the inclusion of a planned expenditure item in the approved project budget cannot be considered as confirmation of eligibility of that expenditure item declared (it may be subject to controls or audits).

### 4.3 Payment of the grant

The grant will be paid in euro (€), to the Project Promoter's HUF account, and therefore be automatically converted into forint. The actual exchange rate used by the Project Promoter's bank on the date of the transfer will be the rate used to account for the costs incurred in HUF. The exchange rate risk between the transfer of each instalment shall be borne by the Project Promoter, i.e. any loss resulting from the exchange differences cannot be claimed on the project.

In exceptional cases, where some of the costs of the project are incurred in EUR, the Project Promoter may request payment of part of the grant in EUR. This must be specified in the grant contract. If certain costs are incurred in a currency other than HUF and not in EUR, the InforEuro exchange rate will be used.

The grant will be paid in instalments (advance and final payments, no interim payments are foreseen) defined in the project contract:

**Advance payment**: 80% of the grant will be transferred to the project promoter within 10 working days of signing the project contract.

**Final payment**: 20 % of the grant support or the remaining final balance. The final payment will be made within 10 working days after the date of acceptance of the final project report.

## 5. HOW TO APPLY

Applications may be submitted continuously from the date of publication of this call (April 2026) until 30.04.2030. (18:00) or until the budget is exhausted (whichever comes first). Applicants must first submit a short project outline of up to two A4 pages (6,000 characters)

[5] For contracts above EUR 15,000 the Project Promoter shall ensure fair competition between potential providers for example by way of effective price comparison.

to Ökotárs Foundation as an attached text document (word) through the messaging function available on norvegcivilalap.hu after registration that includes:

- The name, address, tax number, website and/or social media contact details and a brief description of the applicant organisation[6], which must cover all the aspects detailed under the section on eligible organisations.
- What specific issue or social problem does the proposed action/campaign or public activity address? How serious or widespread is the problem? What are the main causes of the problem?
- What is the specific objective of the planned action/campaign or public activity-what are they trying to achieve? How will this contribute to solving the problem?
- How does the proposed action/campaign or public activity contribute to strengthening democratic values and the rule of law, and lead to increasing civic engagement?
- Which existing knowledge, experience, individual or community strengths of the applicants does the action/campaign or public activity build on?
- What are the target groups of the action/campaign or public activity and their main characteristics? Who will the campaign reach? Who will be targeted by the action?
- Approximately how many people will be reached by the project's messages, and of those, how many are expected to take action for the cause?
- The ideal and latest date for the start of the project.

Within 10 working days of receiving the project outline through the messaging function available on norvegcivilalap.hu, the responsible Grant Manager provides feedback via e-mail on whether the organisation meets the criteria and whether the outline generally fits with the call's objectives and offers online consultation opportunity if relevant. The aim of the consultation is to help turn accepted ideas into successful proposals, to clarify the reasons for rejections and to help address any weaknesses in order to re-submit successfully, but participation in the consultation does not guarantee funding. Consultations are offered to applicants only in cases where the submitted project outline has a realistic chance of being developed into a successful proposal.

If the project outline meets the criteria and the purpose of the call for proposals, the Grant Manager will give the applicant access to the online application platform of the website norvegcivilalap.hu to fill in and submit the full application form, which will be available for 20 working days from the date the applicant receives the notification approving the project outline. Please take care to understand the questions on the form and to be concise and clear in your answers. Avoid generalities, be to the point and help us to understand what you have to say.

### 5.1 Questions and answers

Questions may be submitted **continuously** through the messaging function available on norvegcivilalap.hu after registration. The Fund Operator will respond within 3 working days.

[6] Informal (unregistered) citizens' groups and communities can also participate as partners. In such cases, the lead organisation must meet the above conditions and commit to receive the grant and manage it in accordance with the financial rules.

Questions and answers will also be published in the FAQ section of the programme's website at norvegcivilalap.hu. It is therefore advisable to consult the website regularly.

Any complaints related to this call may be submitted via the messaging function of norvegcivilalap.hu.

# 6. ADMINISTRATIVE, ELIGIBILITY AND SELECTION CRITERIA

## 6.1 Administrative criteria

Administrative compliance is checked against the following criteria:

- The application is submitted in Hungarian (with a summary in English) via the electronic form available at norvegcivilalap.hu.
- The requested grant amount and proposed implementation period are within the permissible limits provided in the call.
- The application form is completed with relevant responses to all questions.
- An organisation can only submit one proposal at a time for this call, but can resubmit a new one once the previous action project has been completed and approved by the Fund Operator.

## 6.2 Eligibility criteria

Eligibility is checked against the following criteria:

- The applicant is an eligible organization in accordance with the provisions in section 3. of this call.
- The applicant's statutory data, including its latest annual report is up-to-date in the registry of civil society organisations or in the company register at https://birosag.hu/ugyfeleknek/civil-szervezetek/civil-szervezetek-nevjegyzeke

The Fund Operator may request additional information/documents from the applicant to determine compliance with these criteria. The applicant will be given 5 working days to provide the missing documentation.

If the applicant fails to respond by the deadline, the application will either be rejected or will continue to be processed without the requested information(s), depending on the nature of the deficiency, with the resulting disadvantages.

## 6.3 Appeals

Applicants whose applications are rejected due to non-compliance with administrative or eligibility criteria will be informed of the reasons for rejection and have a period of 8 days to appeal the decision, counted from the day after the notification. Appeals should be submitted via the messaging function of norvegcivilalap.hu

The appeal will be forwarded by the contact person to the Steering Committee, which will recommend the acceptance/rejection of the application. If accepted, the application will be returned to the evaluation process.

## 6.4 Selection criteria

Applications that meet the administrative and eligibility criteria outlined in chapters 6.1 and 6.2 of this call will be assessed by at least two impartial experts appointed by the Fund Operator. At least one expert will be independent of the Fund Operator.

The experts will independently score the project application according to the selection criteria in the grid below. Each criterion will be scored on a scale of 0 to 3 (not at all suitable - slightly suitable - partly suitable - fully suitable):

| **Selection criterion** | | **Maximum score** |
|---|---|---|
| **1** | **Relevance and Alignment with the Call's Objectives** | **6** |
| 1.1 | What is the quality of the needs assessment? Does the proposal address a real and current problem within the objectives of the call? Is the plan consistent with the objectives of the call? | 3 |
| 1.2 | Does the project reflect the needs and circumstances of the target group and the community? Is there a real community behind the idea and is it expected that the action/campaign will generate community/civic activity? | 3 |
| **2** | **Quality of the Methodology and Proposed Activities** | **9** |
| 2.1 | How clear, well defined and practical is the planned action/campaign or public activity? Are the expected results realistically achievable? | 3 |
| 2.2 | How creative/innovative is the proposal's approach and its methods in terms of the target group and the topic? | 3 |
| 2.3 | Are the proposed activities coherent, necessary and relevant to achieve the project's objectives and results? | 3 |
| **3** | **Capacity and Experience of the Applicant(s)** | **3** |
| 3.1 | Will the organisation be able to successfully implement the project based on its history and experience? | 3 |
| **4** | **Impact** | **3** |
| 4.1 | Will the planned activity be able to capture the attention of the target audience? Can it be expected that the project will reach out to and motivate new and wider targets with its topic? | 3 |
| **5** | **Financial plans** | **3** |
| 5.1 | Is the planned budget and duration appropriate for the implementation of the project? | 3 |

| | | |
|---|---|---|
| **6** | **Additional scores** | **3** |
| 6.1 | Marginalised areas/groups: does the applicant work in underserved areas and/or with vulnerable target groups, including the Roma? | 1+1 |
| | **Total score** | **24+2** |

An application must score at least **17** points to be recommendable for funding.

Relevance (1.1) is considered an exclusion criterion, i.e. if an application scores 0 points (failed) from both evaluators, it is automatically rejected. The ranking of projects will be based on the arithmetic mean of the scores.

The evaluators will also provide a written justification for their scores, listing the strengths and weaknesses of the application and recommending whether to support or reject it. All applications submitted during a calendar month shall be assessed after the last calendar day of that month.

During the substantive evaluation, the evaluators may request additional information on the project and the organisation via the online system. The questions will be forwarded by the responsible Grant Manager to the applicant via the online system. The message will also indicate the deadline for response - normally 5 working days from the date of sending. Failure to reply will result in the application being assessed on the basis of the information available.

## 7. SELECTION PROCESS

Based on the average of the scores given by the evaluators, the responsible Grant Manager will rank the applications and recommend the funding of the application based on the scores. This recommendation will be reviewed by the Steering Committee of the Fund Operator composed of the 3 directors of the consortium foundations. The Steering Committee meets once a month (last Wednesday of each month). The Steering Committee may modify the ranking if justified and may impose conditions, delete activities and cost lines from the project if justified.

Applications submitted during a calendar month will be assessed within the subsequent month, including the decision of the Steering Committee. (If fewer than 2 applications are received by this date, a decision will be taken at the next meeting, and applicants will be informed of this.) Exceptions will be made for applications which clearly involve urgent activities, i.e. delaying the start of the project would make it impossible to implement the plans, or which are no longer relevant after a certain period of time. The decision of the Steering Committee is final, there is no right of appeal, but the applicant may submit a new proposal.

Timeline for the selection process:

| | |
|---|---|
| April 2026 | Announcement of call |

| | |
|---|---|
| Continuous | Applications may be submitted continuously from the date of publication of this call (April 2026) until 30.04.2030. (18:00) or until the budget is exhausted (whichever comes first). |
| Continuous | Application is checked against administrative and eligibility criteria |
| Continuous | Independent experts assess application |
| Monthly, first time in June 2026 | Decision on applications to be funded taken by Steering Committee of the Fund Operator |
| Continuous | Announcement of applications awarded funding on the programme's website norvegcivilalap.hu |
| Continuous | Provisional start of projects |

## 8. INFORMATION TO APPLICANTS AND CONTRACTING

The Fund Operator will publish the grant decision on norvegcivilalap.hu after it has been taken (latest the following day) and will notify the result in writing to all applicants within 15 working days via the electronic grant system, using the contact details provided by the organisation. The notification will include the scores of the application, the conditions of support (if any) and, in the case of unsuccessful applicants, the justification of the reasons for rejection.

Selected applicants will receive their grant contracts and a summary of approved activities and budget (based on the application and finalised after selection) as an annex via the online system. These must be **printed in triplicate and signed and be sent both electronically (PDF format) and in hard copy via post within 30 days to the Ökotárs Foundation**. The Foundation will then transfer the corresponding amount to the Project Promoter.

Mandatory annexes to the grant agreement (to be sent at the same time as the signed contract is returned):

d. Annex 1: project summary, expected results and indicators, agreed budget (signed!) original copy posted and sent electronically
e. Annex 2: a court certificate not older than 30 days of the registration of the organisation (which can be obtained from the competent county courts, also electronically) sent electronically
f. Annex 3: a certificate from the tax authority (NAV), not older than 30 days, stating that the organisation has no public debts (the "zero" certificate issued by the competent regional NAV directorate; this can be replaced if the Project Promoter is listed in the database of 'positive' taxpayers free of public debts printed from the NAV website) sent electronically
g. Annex 4: a simple copy of the articles of association or statutes sent electronically

h. Annex 5: an immediate direct debit order issued by the Project Promoter's bank, valid for all bank accounts of the organisation original copy posted and sent electronically
i. Annex 6: a simple copy of the latest annual report (and annexes) sent electronically
j. Annex 7: a declaration by the Project Promoter that it undertakes to observe the highest ethical standards and respect the values of the EEA and Norway Grants: **human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities** and that it refrains from any action of discrimination or intolerance, sent electronically
k. Annex 8: (in case of projects implemented in partnership): Partnership Agreement signed by all partners, sent electronically.

The Steering Committee may require additional annexes to be submitted in individual cases in the grant decision.

Projects can start at the earliest on the date of publishing the grant decision, which is expected to be on the last Wednesday of each month (except holidays). However, if the grant contract is not signed for any reason, the costs incurred will be the responsibility of the organisation.

The **grant contract may be amended** during its implementation. Any significant change in the general activities or in the timetable exceeding 3 months **must be notified in writing by the Project Promoter from the designated managing foundation at least 15 days before** the change is planned to take effect.

## 9. MONITORING AND REPORTING

Each Project Promoter will be assigned a Grant Manager, staff member of the Fund Operator consortium, who will keep regular contact with the Project Promoter and can be approached with questions, issues to be discussed or success stories any time (in working hours) throughout implementation via messaging in the online grant system, telephone or in person.

The assigned Grant Managers may visit the Project Promoters' events during implementation.

Project Promoters of Small Grants must submit a final report electronically via the form provided by the Fund Operator. The report must be submitted no later than 30 calendar days following the project closing day and must provide an overview of the Project Promoter's activities and an evaluation of how they contributed to achieving the call's outcome, output and **indicator values**, the difficulties encountered, deviations or adjustments made, including progress in building the organisation's own capacities and its cooperation with other civil society actors.

The report must be accompanied by tangible products and documents generated during the implementation supporting the indicator values (e.g. publications, press releases, attendance sheets of events, etc.).

The payment of the grant shall be contingent upon the full completion of the planned activities proven by the above supporting documents.

**100% flat rate: The direct personnel costs** (arising exclusively from employment or similar contracts) **of the project, approved in the project contract must be detailed in the report. The eligible amount will be the sum of the personnel costs + an equal amount to cover all other project expenditures.**

The assigned Grant Manager will check the reports within 20 working days of submission, after which they may ask clarifying questions and request additional documents (including copies of financial documents). Project Promoters will have 8 days to rectify any omissions (with the possibility of an extension of 8 days if necessary). Once verification is completed, the Grant Manager forwards the report to the director of the Fund Operator for approval and for transfer of the due grant instalment.

More information on reporting will be found in the Guidelines for Project Promoters.

# ANNEX 1: RESULTS-BASED MANAGEMENT FOR THE EEA CIVIL SOCIETY FUND

All programmes and funds supported by the EEA and Norway Grants shall follow the principles of results-based management.

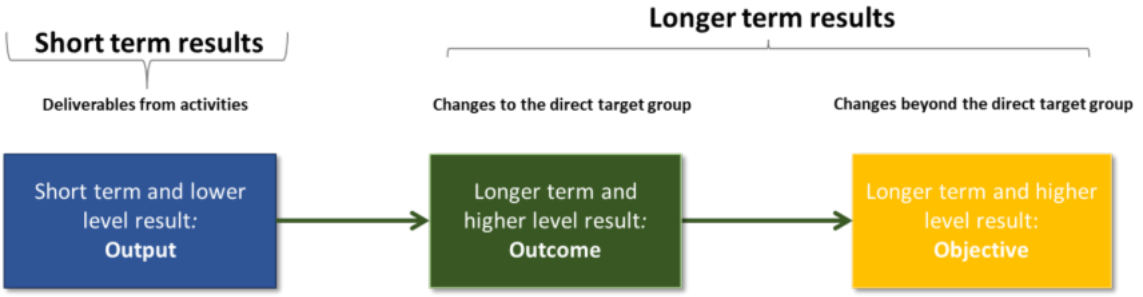
In results-based management, focus is first and foremost on the overall results to be achieved. For the EEA Civil Society Fund, this means focus is on the overall objective. The overall objective is, "A vibrant and resilient civil society protecting and promoting democracy, the rule of law and human rights".

The next step in results-based management is to set a strategy for how to best achieve this overall objective. Results-based management offers a set of tools to do this including result chains, result frameworks, monitoring, and evaluation. We also manage risks for the achievement of results.

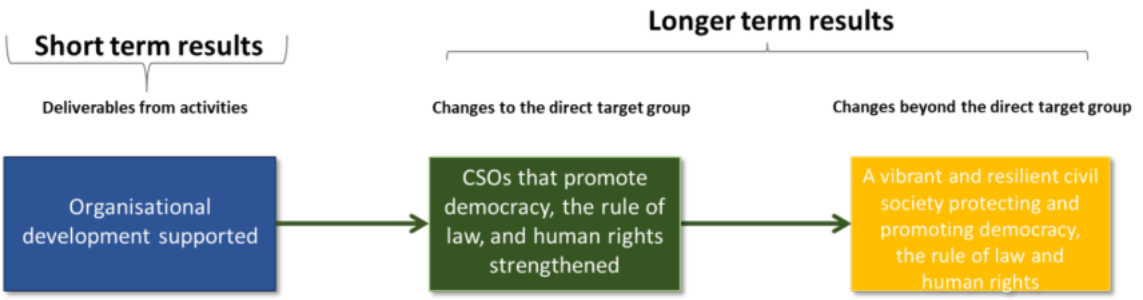
## Overall about results in the EEA Civil Society Fund

A result chain includes lower-level results that are called outputs, medium level results that are called outcomes, and finally the highest-level result that is the objective.

The result chain can be presented in a figure as follows:

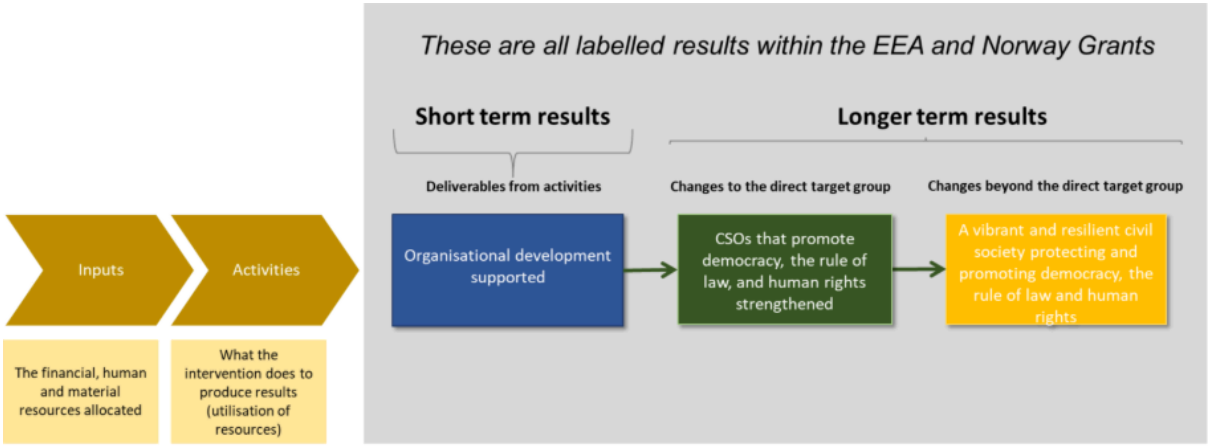



Here is one of the result chains for the EEA Civil Society Fund:

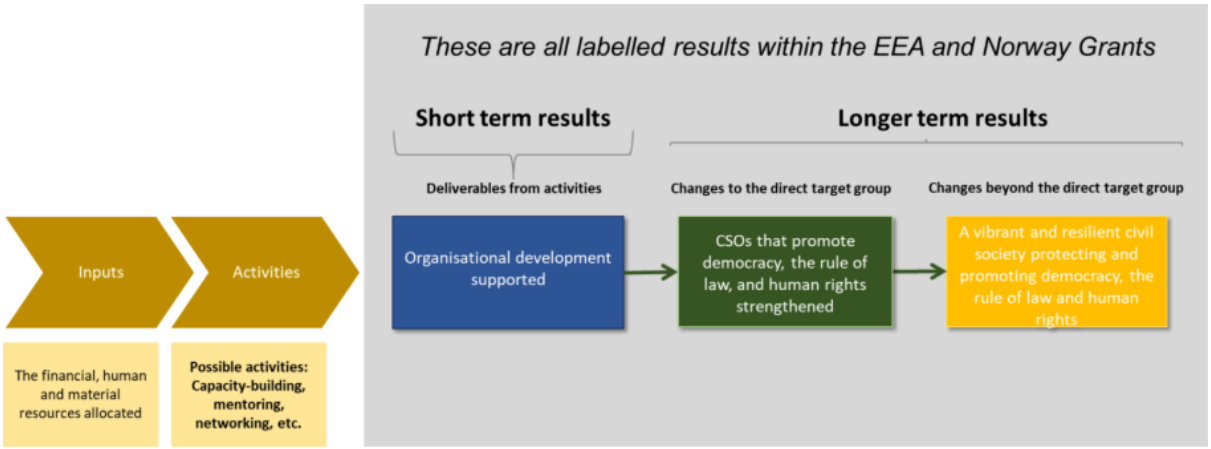


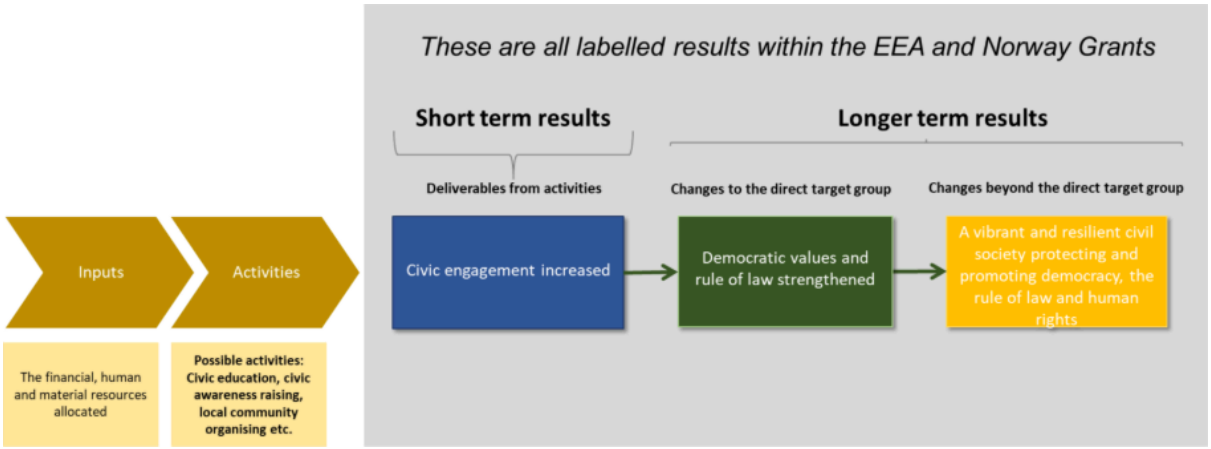

To achieve the outputs, it is necessary to implement activities using the available resources which can be called inputs.

Together with the activities and inputs, the result chain can be presented in a figure as follows:




The two figures below provide general examples of some activities that may be identified to achieve two of the outputs and outcomes in the EEA Civil Society Fund.

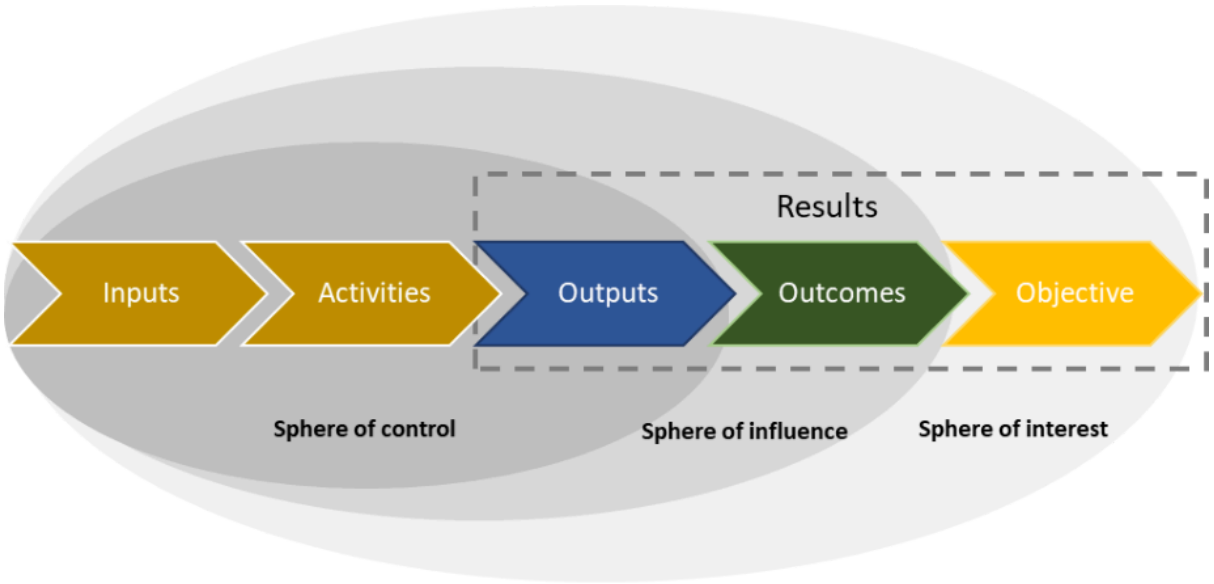



There are assumptions for how one level in the result chain connects to the next. For example, it is an assumption that if CSOs are supported to develop their organisations, then they will be stronger as CSOs. For each assumption it is useful to either provide evidence or plan for evidence through for example an evaluation. For this particular assumption on supporting organisational development, the FMO commissioned an external assessment of organisational grants in 2023 which is available on the EEA and Norway Grants website.

The higher up in the result chain, the less control stakeholders have on the achievement of the desired result. The evidence for how the previous level of the result chain contributes to this higher level of the result chain might also be more ambiguous.

Together with the inputs and activities, the different levels of control along the result chain can be presented in a figure as follows:




## Key elements for project result-based management in the EEA Civil Society Fund

The EEA Civil Society Fund follows the Programme model. This means that the desired results at both the outcome and output levels will be derived from projects. As the Civil Society Results Framework specifies what is eligible for support, this means that all projects that would be eligible for support have to contribute to the results expected as per the result framework.

Every project must be situated only under one of the three outcomes (not multiple outcomes). Within the same outcome, projects may contribute to one output or more outputs. In addition to contributing to one single outcome, all projects that include bilateral cooperation must also report on bilateral results.

Each project within the programme can also have its own specific results chains. Applicants are encouraged to check alignment between their project specific results chains with the overall programme results chains. This can help preclude challenges in the implementation and reporting of the projects. However, applicants are not required to develop or work with project specific results chains.

Progress against the EEA Civil Society Fund programme results framework will be measured with the use of indicators. The indicators, including their unit of measurement, data sources of verification, baselines and targets, will be agreed in the project contract.

During implementation, the agreed indicators become a reporting tool. Project Promoters will be responsible for collecting and analysing data to report on the indicators and with narrative against the selected output(s) and outcome.

To ensure accountability and learning, applicants may plan for an evaluation either during or after project implementation.