

# Guidelines for Rapid Action Grants

**Preliminary note:** A detailed description of the foundation and its goals is not given here but can be found in the [Funding Principles](#). Among other things, the principles and selection criteria for Bewegungsstiftung's funded projects that apply to all grants programmes are set out there.

We ask all potential applicants to carefully read these guidelines. Many applications we receive do not apply to the guidelines and are therefore rejected in the preliminary examination. The Board of Management of foundation may decide on changes to the guidelines at any time. The current version can be found on our website.

## 1. Contents of rapid action grants

These grants are addressed to groups in need of smaller sums of money for promising and useful actions, quickly and easily.

### 1.1 Goals

Rapid action grants aim to provide smaller sums of money to groups and to support innovative actions at the same time.

### 1.2 Activities – what is funded

Applications may be submitted by initiatives or organisations planning to carry out an action in the short term. These may also be innovative forms of action that have not yet been tried and tested. Applicants must state how the planned action will contribute to the achievement of their political or social goals.

### 1.3 Types of funding

Bewegungsstiftung will grant amounts up to 1,000 Euros. In addition, grantees have the possibility of a telephone consultancy service with the foundation's project support.

Unfortunately, we cannot provide access to the network of foundations for this small-scale funding due to capacity reasons. Access to the network means that a project funded by the other programmes will receive project support by the foundation and access to the foundation network as well as the opportunity to participate in committees of the foundation.

## 2. Application

Regarding the criteria for an application we ask you to carefully read the selection criteria of the [Funding principles](#).

**Information on other funding instruments:** If you request funding via the rapid action grant, you can apply for all other programmes of the foundation. However, the funds requested must be clearly differentiated from the actions requested under the other programmes.

### 2.1 Formalities

Requests must be in the following format:

**Font:** Arial, **font size:** minimum 11 points, **line spacing:** minimum minimum 1.15 times Line height (approx. 0.6 cm), **page margins:** at least 2 cm top / bottom / right / left,

**Paper format:** A4 vertical,

**Number of pages:** maximum 4 pages application text plus 1 page budget plan,

**File format:** PDF, application and financial have to be submitted in one file,

**File size:** maximum 200 KB (do without pictures, digital signatures and elaborate design).

**Not more:** no additional information, no cover letter as PDF file or in the text.

The file should be given the name of the initiative, organisation or campaign.

The application must be sent as PDF file to [einmischung@bewegungsstiftung.de](mailto:einmischung@bewegungsstiftung.de).

We also accept **requests in English** if no German translation is possible for the applicant. We ask, however, to make use of this possibility only in exceptional cases since English applications must be translated for the selection procedure. Applications in English must also comply with our guidelines.

Strict adherence to the formal criteria should ensure that all applications have an equal chance to present themselves. The committees that decide on the requests are mostly voluntary and should not be overloaded by too much information. In addition, applicants who have adhered to the formal conditions demonstrate that they can present their concerns in a short but comprehensible manner. Last but not least, we want to save you too much work with the applications.

## 2.2 Structure of Application

Maximum 1 page, consisting of the following information:

### A. Requestor:

Essential information about applicant: (as initiative, organisation, network).

- Contact details: contact partner with telephone number and email address.
- How is the group composed? How is the group networked with other groups and initiatives or within the movement context?

**B. Starting point:** A factually sound but concise description of the social problems and the current political framework conditions on the basis of which the group has joined forces or the action is planned.

**C. Measures and political levers:** A short description of the political lever of the action, or an explanation of how and by what means the action is meant to bring about change.

**D. Amount requested:** What exactly is the money requested for?

## 3. Procedural questions

### 3.1 How and when may I apply? How and when will it be decided?

Applications can be submitted at any time. Decisions are made at the beginning of each month. Applications received by **1st Tuesday of the current month** (except July) will be considered. Decisions will be taken within a maximum of two weeks after the deadline for applications.

**Note:** Charitable status (Gemeinnützigkeit) must be recognised under tax law. Associations with no legal capacity (initiative, groups and others) can request grants together with a registered, charitable association. In this case, the registered association is the beneficiary of the grant vis-à-vis the foundation.

Decisions are made by a three-member team consisting of members of the grants working group, the Board of Management of the foundation and the foundation's office. This team decides on a maximum of two weeks after the deadline for requestors.

### 3.2 AOB

#### Prior Request

If you are unsure whether an application meets the requirements of these guidelines, you can send a preliminary request, outlining the project in a few paragraphs; by e-mail to [lotsin@bewegungsstiftung.de](mailto:lotsin@bewegungsstiftung.de). It should indicate which parts of these guidelines are unclear. Questions will be answered as soon as possible.

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