



Kingdom of the Netherlands

MATRA EMBASSY PROGRAM

Introduction

Matra is a major program run by the Dutch Ministry of Foreign Affairs through which the Netherlands supports countries of the Southeast Europe with their EU accession prospects. The name Matra derives from the Dutch words for social transformation – ‘maatschappelijke transformatie’.

The overall goal of Matra is development of a plural democracy, grounded in the rule of law, with room for dialogue between the government and civil society; building capacity and strengthening the institutions of civil society and government, and strengthening bilateral relations.

What types of projects are eligible?

Under the auspices of MATRA framework the Dutch Embassy in Belgrade supports activities of civil society organizations and government institutions in Serbia and Montenegro that promote transformation process in (but not limited to) following areas:

1. Legislation and justice

- Legislation: new legislation or amendments to existing legislation, both the legislative process and the substance of legislation, and assistance in implementing legislation on one of the subjects mentioned in this section;
- Organisation of the judiciary and the professional, efficient, independent, predictable, impartial, transparent and honest administration of justice;
- Law enforcement, crime-fighting, investigation and prosecution of offences, including strengthening the public prosecution service;
- Adoption of international standards on criminal law, trying war criminals in their own country, and cooperation with international tribunals;
- Transitional justice and reconciliation

2. Public administration/ public order/ police

- Good governance, particularly:
 - a) enhancing the verifiability, legitimacy, predictability, transparency and democratic character of government action;
 - b) decentralisation and deregulation, management and funding of public services;
 - c) anti-corruption;
- Professionalising the police – notably its relationship with the general public, public administration and the public prosecution service – prevention, integrity and community policing;
- Prison reform and probation;

3. Human rights and minorities

- Activities in the areas of human rights and integration of minorities, with a special focus on protection of minorities and LGBTI rights;
- The role of local and regional government in promoting human rights and protecting minorities;

- Public information campaigns aimed at a more smoothly functioning democratic society and strengthening a culture of tolerance towards sexual and other minorities.

4. Activities promoting media freedom

5. Activities promoting Euro-Atlantic integrations

What are the requirements?

- Applications must be relevant to Matra objectives.
- The application must relate to one or more of the Matra themes mentioned above.
- The project should be a local initiative.
- The target group should be clearly defined.
- The project value can normally vary in the range from a minimum of EUR 5,000 to a maximum of EUR 50,000.
- The projects whose value is up to EUR 15,000 should not last longer than 12 months.
- The projects whose value is significantly over EUR 15,000 may go on for up to 24 months.

The following factors will also be taken into account:

- how the problem, objective, target group and envisaged results are presented;
- activities, timetable and budget;
- active involvement of the target group at all stages of the project;
- extent of the target group's own contribution (financial or in kind);
- sustainability of the activity;
- management capacity of the implementing organisation;
- distribution over Matra themes;
- does the project influence Serbia's accession to EU and stimulates the EU integration awareness;
- preference is given to funding that serves as seed money, i.e. which stimulates local processes.

Not eligible for funding under the Matra Embassy Program:

- humanitarian aid;
- commercial activities;
- projects with a predominantly academic focus, i.e. feasibility studies, research, etc;
- projects that exclusively or largely include the delivery of goods or materials;
- infrastructural or construction projects;
- bursaries or education programs.

The application procedure

- Applications must be submitted to the Dutch Embassy in Belgrade via email or post.
- Applications should be submitted on a standard application form available on the website of the Embassy and in English language.
- There is no deadline for application; the program is open for applications throughout entire year until the funds have been depleted.
- The project proposal should include:
 - information on the applicant organisation and its most important achievements;
 - a detailed description of the problem, the project aims, planned activities with an implementation timetable and measures taken to increase the sustainability of results;
 - a detailed and transparent budget in Euros, estimating all costs and specifying other sources of contribution if there are any.

Approval, contract, payment and reporting

Project proposals are discussed at the project committee meetings that are held throughout the year. There is no strict schedule for these meetings but they are held on a more or less quarterly basis, depending on the number of project received in a given time period.

If the project is approved, the applicant will receive two copies of the contract, outlining the conditions of the grant. One copy must be signed and returned to the Dutch Embassy. Upon its receipt, the first instalment of the grant will be paid.

For projects up to EUR 15,000 i.e. those whose duration is up to 12 months the applicant is required to submit a narrative and financial report on the results achieved, within two months from the finalisation of the project. The report should describe activities carried out to date, activities still planned (if any), problems encountered, achievements, lessons learned, etc.

For projects whose value exceeds EUR 15,000 i.e. those whose duration is more than 12 months, the applicant is required to submit progress reports on the annual or bi-annual basis. The reporting schedule will be determined by the contract.

Upon approval of these documents, the Embassy will pay the remaining instalment(s). The embassy reserves the right to inspect the project accounts and activities at any time.

Caveat:

Since the Matra funds for each embassy are limited, project proposals will not necessarily be approved even if all of the above requirements are met.

QUESTIONS?

If you have any questions, do not hesitate to contact the Embassy:

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