



## GRANT SUBMISSION GUIDELINES

### A. General Information

#### i. **Submission Process**

The Foundation accepts and evaluates grant applications submitted electronically through the e-form available on its [website](#), whose implementation and funding will commence in 2025. Grant applications submitted otherwise than through the form will not be considered by the Foundation.

It is advisable that the required information to be filled in the application form be prepared in advance.

#### ii. **Submission Period**

The grant application form shall remain active as from 19 January to 29 March 2024 at 18:00 (GR Time). No grant applications may be submitted during the current year following expiry of that deadline.

### B. Terms & Conditions

#### i. **Eligible Organisations**

The Foundation funds exclusively organisations implementing non-profit projects in Greece. In this respect, funding is granted to non-profit private-law legal entities [clubs/associations, non-profit organisations (“AMKE”), Social Cooperative Enterprises (“Koin.S.Ep.”), foundations etc.], which have been operating for at least one (1) year since their establishment and the acquisition of legal personality in Greece at the time of submission of their application. Support is also provided to public entities which are active in the fields of action of the Foundation.

Note: The Foundation **does not** fund individuals, with the exception of the regular Postgraduate Scholarship Programme.

#### ii. **Funding Pillars/Priorities**

The Foundation supports initiatives falling under the 3 strategic pillars stated below:

1. [Educations & Skills](#)
2. [Innovation & Sustainable Development](#)
3. [Social Action & Solidarity](#)



**iii. Eligible Expenditure**

The Foundation covers expenditure exclusively associated with the scope and implementation of the proposed project, provided it has also been included in the budget of the relevant project. The following expenditure is considered non-eligible:

- Expenditure for covering financial deficits or repayment of debt.
- Unreasonable expenditure not clearly defined in the application.
- Expenditure not included in the approved budget and timeline of the relevant project.

**iv. Commencement of Proposed Projects**

Applications submitted must refer to projects commencing in the calendar year following the year of submission, with a maximum implementation period of twelve (12) months.

**v. Geographical Reach of Proposed Projects**

The proposed projects should be implemented within the Greek territory, at a local, regional or national level.

**C. Evaluation Process**

Applications shall be evaluated by the competent Committee of the Foundation as follows:

**Phase A – Application Eligibility Review**

Once the application submission period has expired, all applications submitted shall be evaluated based on the Terms & Conditions of paragraph B above. Applications meeting the requirements will qualify for phase B of the evaluation process.

**Phase B – Evaluation Committee**

The qualified applications shall be evaluated per thematic area/strategic pillar on the basis of the defined evaluation criteria (see non-exhaustive list below). At this stage, the Foundation may conduct interviews with representatives of the applicant organisations with a view to gathering additional information and data in relation to the relevant organisation and the grant application submitted.

**Indicative Evaluation Criteria**

- Organisational and financial capacity of the organisation to implement the proposed project and its activity in general.
- Completeness and soundness of the grant application.
- Relevance of the proposed project to the problem to be solved and the strategic objectives of the Foundation.
- Effectiveness and sustainability of the proposed project.
- Social impact of the expected results of the proposed project.



- Innovation/originality/quality of the proposed project, as well as its implementation methodology.

### **Phase C – Final Selection & Announcement of Results**

All applicants, whose applications qualify for Phase B of the Evaluation Process, shall be informed by email of the outcome of their application at the latest by Thursday 31 October 2024.

Note: The Foundation may revise/modify/extend the timeline of the evaluation and selection process in case more time is needed for completion of that process, upon consultation between the applicant organisation and the Foundation.

### **D. Clarifications**

- i. Each organisation may submit one (1) grant application per submission period.
- ii. The Foundation decides with full freedom, at its absolute discretion, with no obligation to provide justification, on the selection of organisations and projects to be funded and therefore shall not disclose any information related to the evaluation process.
- iii. No information on the identity of the members of the Evaluation Committee shall be made public.
- iv. Following the announcement of the results, no objections may be filed, no re-evaluation of applications shall be available and no evaluation data of individual applications shall be released publicly.
- v. Previous or current funding does not guarantee a new grant being approved by the Foundation. The Foundation does not encourage the submission of new applications by recently funded organisations.
- vi. The Foundation reserves the right to impose specific terms as regards implementation of the approved grants.
- vii. Approximately 10% of the submitted proposals gets approved for funding.

### **E. Contact**

You may reach the Foundation for further information at: [info@latsis-foundation.org](mailto:info@latsis-foundation.org) [Contact Hours: Monday – Friday | 09:00 – 18:00].

Please note that clarifying questions shall be accepted until Thursday 28 March 2024, and interested parties shall receive a response to their enquiries within two (2) business days.

The Foundation is not obliged to respond to messages received after the aforementioned date [based on the relevant electronic timestamp of the message sent].



John S. Latsis  
Public Benefit Foundation

**F. Note on the Collection and Processing of Personal Data**

You may get informed about the Foundation's [Data Protection Policy](#), as well as the [Terms of Use](#) governing the navigation and use of the Foundation's website through the links above.