



## GUIDELINES - SID SMALL GRANTS

### BACKGROUND AND RATIONALE

The SID Small Grants are conceived to provide modest financial resources in support of citizen actions to defeat threats to three constitutional promises of Integrity, Public Participation and Equality & Non-discrimination. The small grants target two categories of beneficiaries.

The first category is a rapid response mechanism that supports community change champions and self-organized citizen communities in situations that require immediate and time-sensitive action to disrupt and deter an on-going threat to any or all the three constitutional promises. Secondly, the fund provides modest financial and mentorship to catalyse the work of youth and young feminist organisations that wish to build their capacity to act in defence of the three promises of the constitution. To ensure the fund meets its objective, SID is guided by a commitment to flexibility, short turn-around and potential for visible results. The maximum grant award in both categories is KES. 50,000.

Small Grants applications are accepted from all over Kenya, but with primary preference to the following ten counties:

|Bungoma|Garissa|Kajiado|Kisumu|Machakos|Nairobi|Nakuru|Nyeri|Taita Taveta|Turkana|

### CRITERIA FOR AWARDS

We accept grant applications written in Kiswahili and English. However, proposals in Kiswahili may require additional time for processing. To qualify for the Small Grant, the proposal must demonstrate that the grant meets four criteria. To be successful your proposal must demonstrate:

1. **Constitutional relevance:** Seeks to promote or protect the constitutional freedoms, rights and responsibilities in the public interest;
2. **The urgency of now:** Action is urgently needed to respond to an unanticipated situation
3. **Public Participation:** Catalyses a community-based participatory programme of public action;
4. **Good planning:** Is clear on the results sought, actions being taken, resources and relationships required and time-bound

### GRANT APPROVAL, DISBURSEMENT PROCESS

Applications are reviewed by a rotating 3-member Grants Committee at SID. Final decisions are communicated to applicants after the Committee has received endorsements from at least two references from within SID peer networks, partners and references provided by the applicant.

1. The process formally begins upon the Grants Committee's receipt of all relevant information from the applicant.
2. Committee reviews, approves or disapproves request within 48 hours of receiving it.
3. Committee communicates decision within 48 hours of receipt of application.

4. Once a grant has been approved, funds are usually disbursed within 3 working days for Rapid Response request and 6-10 days for the catalytic fund.

#### ACCOUNTABILITY AND REPORTING FOR THE GRANT

By accepting the award, Rapid Response Grant beneficiaries:

1. Commit that the funds shall not be used to promote violence and/or terrorism.
2. Voluntarily indemnifies SID and its partners from any claims and liabilities from the said public interest actions.
3. Commit that the funds shall not be used to recurrent costs e.g. salaries, rent, utilities, allowances etc. (In exceptional cases, the funds may be used to cover project costs such as fees with prior approval from SID).
4. Commit to submit a detailed Narrative and Financial Reports including original receipts of all purchases, photographs and any relevant recordings within 14 days of the completion of the action.

#### CONFIDENTIALITY

We respect and value the privacy, confidentiality and safety of whistle blowers and partners. Submitted grant proposals will only be shared with SID's trusted contacts on a need to know basis.

#### REFERENCES

The Society for International Development reserves the right to make any enquiries deemed appropriate and necessary for the determination of the suitability of the application and the applicant. Applications must be supported by THREE references who are not relatives, who know the applicant very well and with whom the applicant has worked in either voluntary or paid capacity.

#### APPLICATION, SUBMISSION AND ENQUIRIES

To apply for support, please download the Application Form [HERE](#).

Send completed Application Form via email to [kdp@sidint.org](mailto:kdp@sidint.org). This email address may also be used for any other related inquiries by sending a message with the subject SID-Small-Grants. Hard copy applications can also be sent or delivered to:

Society for International Development  
6<sup>th</sup> Floor Timau Plaza. Argwings Kodhek Road, Nairobi.