



Investing in Action 2015

Supporting ICBL-CMC members to campaign against landmines and cluster munitions

CAMPAIGN SUPPORT APPLICATION GUIDELINES

1. ABOUT THE *INVESTING IN ACTION* PROJECT

The purpose of the ICBL-CMC *Investing in Action* campaign support programme is to encourage and enable local campaigning in support of the universalisation and implementation of the 2008 Convention on Cluster Munitions (CCM) and the 1997 Mine Ban Treaty (MBT).

Applications for funding should focus primarily on national advocacy and campaigning activities to persuade governments to ratify or accede to the CCM and the MBT, to enhance the implementation of the treaties and to increase the stigmatisation of these weapons.

All grantees will be asked to make themselves available to respond to occasional requests for information from ICBL-CMC staff, including members of the Monitor's Editorial Team.

For guidance or support in completing your application form you can contact Firoz Alizada, ICBL-CMC's Campaigns and Communications Manager, firoz@icblcmc.org.

2. PROJECT ACTIVITIES

When considering your application, think about:

- What is preventing universalization or implementation of the Convention on Cluster Munitions and/or the Mine Ban Treaty in your country/area of work?
- What can your organization do (or what is it currently doing) that would make a *difference* to the above?
- How would an *Investing in Action* grant have the biggest impact on your success?

Previously grants have been awarded for activities such as: coordination of or participation in national or regional workshops; advocacy missions; work to expand national campaign networks; participation in global campaign action days; mobilization of governments ahead of key treaty meetings; media outreach; production of campaign materials; translation of treaty documents or campaign materials; and survey work; meetings and events with policy makers; field visits; contribution to general running costs; and more.

Convention on Cluster Munitions

2015 is a key milestone of the Convention on Cluster Munitions, the First Review Conference of the convention will take place from 7 to 11 September and provides a great advocacy opportunity. All campaigners are strongly encouraged to promote universalisation and implementation of the Convention on Cluster Munitions by:

- Taking action to urge governments to ratify or accede to the Convention on Cluster Munitions;
- Taking action to remind governments of their commitments to implement and promote the Convention under the 2010 Vientiane Action Plan;
- Organising campaign actions on relevant dates for example 1 August the fifth anniversary of entry into force of the Convention on Cluster Munitions, and other globally or nationally significant dates;
- Encouraging all governments to attend the First Review Conference of convention from 7-11 September 2015 in Dubrovnik, Croatia and work with government delegates to ensure they provide strong updates on accession, ratification and implementation of the convention;
- Taking action as part of the "Stop Explosive Investments" campaign to increase pressure on banks and other financial institutions to disinvest from producers of cluster munitions and activity to promote government legislation prohibiting investment in producers of cluster munitions;

Mine Ban Treaty

All campaigners are strongly encouraged to work towards full implementation and further universalisation of the Mine Ban Treaty by:

- Taking action to remind governments about their commitments under the treaty and the 2014 Maputo Action Plan (MAP) and push for its full implementation;
- Taking action to continue challenging the States Parties to finish the job, by completing mine clearance and ensuring rights and needs of survivors, their family members and affected are adequately addressed;

- Taking action to urge governments to accede to (or ratify) the Mine Ban Treaty.

3. PROJECT PERIOD

The project period for implementing activities under this scheme is from **1 June until the end of December 2015**. Therefore activities that you are seeking funding for should fall within this period. The deadline for applying for grants is **Sunday 17 May 2015**.

When filling in your application think about key dates and opportunities relevant to your own country. The key global events and milestones currently known to be taking place within this grant period are as follows:

- Convention on Cluster Munitions Intersessional Meetings and Second Preparatory Meeting for the First Review Conference in Geneva (22-24 June)
- Mine Ban Treaty Intersessional Standing Committee Meetings (25-26 June)
- Fifth anniversary of the entry into force of the Convention on Cluster Munitions (1 August)
- Launch of Cluster Munition Monitor 2015 (3 September)
- First Review Conference of the Convention on Cluster Munitions, Dubrovnik, Croatia (7-11 September)
- Launch of Landmine Monitor 2015 (tentatively 26 November)
- 14th Meeting of States Parties to the Mine Ban Treaty, Geneva (30 November-4 December)
- International Day of Persons with Disabilities, 18th anniversary of signing of the MBT, and 7th anniversary of signing of the CCM (3 December)

In addition there may be regional conferences and other universalisation opportunities. Information on these meetings will be circulated to the ICBL-CMC email lists and will be available on the calendar sections of the ICBL and CMC websites as they are confirmed.

4. GENERAL NOTES ON APPLYING

Submitting applications

All applications must use the provided application and budget templates. They must be typed and submitted by email to investinginaction@icblcmc.org

All applications must be written in English. If you anticipate that your organisation will not be able to do this please contact the email address above for support.

Only complete applications will be considered – please ensure you have completed every section of the application form. Also ensure the budget form corresponds with the amount requested in your application form.

Budget and grant allocation

You can submit application for an amount of **up to \$4,000**. Submission of a grant application does not mean that funding will be approved - due to the high number of applications we regret that we will have to turn down some requests. We encourage applicants to provide a detailed and realistic budget and to reflect in their applications the activities they would do if they receive the grant. The final amount that will be granted will be based on how the application meets the criteria listed below.

Criteria for awarding grants

1. **Focus of work** – The project must promote ratification or accession to the 2008 Convention on Cluster Munitions and/or 1997 Mine Ban Treaty and/or implementation of one or both treaties, according to national priorities.
2. **ICBL-CMC membership** – The applicant should be a member of the ICBL-CMC.
3. **Country of work** – If there is more than one organisation applying in a country, organisations will be encouraged to work together and submit a joint application.
4. **NGO status** – In the instances where individuals are applying, the individual should be affiliated with a non-governmental organisation that is a member of the ICBL-CMC that can receive the funding on their behalf. Funding will, however, be allocated to an individual if the applicant is acting as an ICBL-CMC VA focal point or researcher in that country and this will be decided on a case by case basis and based on a recommendation by the Review Team to the Governance Board.
5. **Target countries** – Primary recipients will be priority states that are not party to the Convention on Cluster Munitions and/or Mine Ban Treaty, and/or that are facing key implementation challenges in particular in the areas of clearance and victim assistance.
6. **Affected/Low-Income status** – Emphasis will be placed on campaigners that are in low/middle-income and/or affected countries. Applications from campaigners in developed countries will be considered on a case-by-case basis and should not form the majority of grants made.
7. **Other work** – Activities related to promotion of the Convention on the Rights of Persons with Disabilities can be funded as long as these activities are clearly integrated/linked to promotion of the Mine Ban Treaty and/or Convention on Cluster Munitions.

8. **Your 2015 anticipated overall budget** – the overall anticipated 2015 budget of your organisation may be taken into account when considering applications.
9. **Additional criteria** – Other criteria for consideration include: an application demonstrating the SMART objectives (i.e. **S**pecific, **M**easurable, **A**ttainable, **R**elevant, **T**imely) and advocacy activities it intends to carry out; geographical diversity of grants given; ICBL-CMC target countries for ratification/accession and implementation; organisational and financial management capacity to carry out the project; collaboration with other organisations and other partners in-country, realistic and appropriate budget, campaign performance in the past, applicants' implementation of and reporting on previous investing in action/support grants.

Decision-making

The ICBL-CMC Governance Board will make the final decision on which applications will be funded. Decisions taken will be based upon recommendations from an *Investing in Action* Review Team consisting of ICBL-CMC staff. Decisions will be taken according to the criteria laid out above.

Timeline

Applications are due by Sunday **17 May 2015**. You will be notified whether your application for funding has been successful or not during the first week of June 2015.

If you are successful, you will receive a Grant Letter and Support Agreement (electronic) which will include the reporting deadline for your grant. You will then have to sign and submit an electronic copy of the Support Agreement. You will also receive an End of Grant Narrative and Financial Reporting Form which are to be completed and returned to the ICBL-CMC upon completion of the grant project.

If you were awarded an ICBL-CMC *Investing in Action* Grant in 2014 and have not submitted final reports, first you will need to submit the reports before you can apply for 2015 grant.

Your report on activities should be completed using the End of Grant Narrative and Financial Reporting Form and are due no later than **15 January 2016**.