



# 2021 PROJECT SUPPORT FUND

**Submission Deadline: May 19, 2021**

The Project Support Fund (PSF) aims to advance the Coalition member sites' ability to serve as Sites of Conscience. It seeks to create a space for innovation and experimentation on how places of memory can inspire dialogue and action on contemporary issues. PSF supports initiatives that meet the core goals of Sites of Conscience, which are to:

- Interpret history through site.
- Engage the public in programs that stimulate dialogue on pressing social issues.
- Share opportunities for public involvement and positive action on the issues raised at the site.
- Promote justice and universal cultures of human rights.

PSF provides capacity-building grants of up to \$10,000 paired with one-on-one consultations with the Coalition's staff and other members to support the design and implementation of innovative new Sites of Conscience programs and initiatives that use the lessons of history to spark action on contemporary issues. The scope of PSF's financial support is limited, but intends to:

- Enable sites to conduct a first-time pilot or small-scale initiative that can later be revised or expanded into something larger and more permanent.
- Demonstrate and legitimize an idea to skeptical stakeholders, authorities, or funders to secure future support.
- Promote exchange, collaboration, and support among the Coalition's members.

Given the scale and severity of the pandemic, this year the Coalition's PSF will focus on bolstering programs that enable local communities to emerge stronger from COVID-19. In particular, members are encouraged to develop innovative projects that begin to address and help alleviate the disproportionate effects of COVID-19 on marginalized groups – by examining such topics as the rise in domestic violence against women, the rise in hate crimes against Asians, the ways that racism and public health intersect, and the pandemic's impact on human rights, among others. Priority will be given to replicable projects that center communities' needs, rights and aspirations, foster a deep reflection on the root causes of social inequities, and help break cycles of exclusion, poverty, violence and discrimination.

## What types of initiatives does PSF support this round?

PSF will support initiatives that help mitigate the disproportionate effects of the global pandemic on vulnerable groups by developing projects that address key human rights concerns exacerbated by the COVID-19 crisis such as:

- **freedom of expression/information/association and peaceful assembly**
- **freedom of movement/personal liberty**
- **access to food, water, health care, and care-giving support**
- **access to education**



- **discrimination, racism, xenophobia and hate speech**
- **gender based violence/gender inequality**
- **access to economic relief**

Applicants may apply for one of the following categories:

- **On-site Projects:** New and innovative public programs that inspire reflection and action on pressing issues, that use new technologies or methods, or that target new populations with which the site has not previously engaged. For example: human rights education programs, public dialogues on new issues, innovative exhibitions or site tours and programs that aim to create or use new tools that evaluate the impact of Sites of Conscience programming.
- **Peer-Exchanges:** Projects that focus on members learning from one other. For example, a representative from one site might visit another to learn how it implements a specific project; a site representative, Trustee, or Coalition staff member might provide advice on a specific project; one site might seek mentoring from another site around a specific issue or need.
- **Advocacy projects or missions:** Projects in which a Coalition site Director, Trustee, and/or Coalition staff member helps legitimize and build public support for a particular human rights or social justice issue by sharing their international experience with local communities, authorities, and media.

## Who can apply?

All Coalition members in good standing (dues fully paid and membership information up to date) may apply. Please note that applicants must submit final narrative and financial reports from previous projects or exchanges before applying for new grants.

Previous PSF recipients must wait a minimum of twelve months following the close of their most recent project to reapply.

## What types and levels of support are available?

### Financial Support:

A maximum of \$10,000 per project is available for On-Site Project or Peer-Exchange proposals in this round.

### Methodological Support:

The Global Networks team works closely with applicants to identify needs and connect applicants with other member sites, trustees, or staff who can address methodological or technical needs.

Support could include:

- Providing written models of program designs and evaluation tools.
- Collaboration by phone or email on developing the project design.
- Strategic advice on communications and advocacy.

## Who reviews project applications?

Members submit PSF applications to the Coalition's Global Networks team. The Coalition's Global Networks team reviews applications for completeness and, after asking for additional information where necessary, final applications are submitted to the Grant Review Committee for consideration and final funding decisions. The Grant Review Committee is made up of Sites of Conscience representatives who meet strict criteria for their participation,



including extensive experience in the development and implementation of exemplary Sites of Conscience programs.

In order to ensure a review and selection process that is effective, fair and equitable and that takes into consideration the varied levels of development (both institutional and programmatic) of applicant sites, the Grant Review Committee will:

- Give preference to projects that are collaborative with other Sites of Conscience (if you are seeking a partner, **please check** with us—we're happy to help you connect with one).
- Give preference to projects that result in replicable or scalable tools that can advance the work of Sites of Conscience around the world.
- Give special consideration to sites that are under threat because of economic, political, or social conditions that may negatively impact the site's future.

### What expenses do PSF funds support?

- For **On-Site projects**: Fees and costs related to the design and implementation of the proposed project, including staffing.
- For **Peer-Exchanges**: Travel and meeting expenses. Please note that for Mentoring exchanges, PSF will also support the fees and costs related to the design and implementation of the mentorship, including staffing. Advocacy mission exchanges may also include costs for public events and the production of advocacy materials such as petitions, videos, mailers, etc. used in conjunction with other tools.

Please note that all applicants will be expected to make some financial or in-kind contribution, which must be acknowledged in the budget, such as time and expertise, accommodation and/or food. **Please note that the Coalition's support should be at least 60% of the total budget.**

### What expenses do PSF funds not support?

- Requests for costs incurred prior to the date of the grant award will not be considered.

### How will the funds be disbursed for approved projects?

- 80% of Coalition funding for the project will be disbursed upon approval of the project.
- 20% will be disbursed upon receipt of the On-Site Project or Peer-Exchange Final Report (please see below).

### What are the reporting requirements?

- A **quarterly update** on the activities related to the project (including quotes, interviews or descriptions, as relevant to the program) has to be submitted to the Coalition's Global Networks team at [psf@sitesofconscience.org](mailto:psf@sitesofconscience.org).
- Within **30 days of the conclusion** of the project or exchange, a **final narrative report and a detailed financial report** have to be submitted to the Coalition's Global Networks team.
- Sites that do not submit complete reports will not receive the final payment and are ineligible for future funding.



## How do I apply?

As part of the programmatic support offered by the Coalition, **applicants are strongly encouraged to contact the Global Networks team at [psf@sitesofconscience.org](mailto:psf@sitesofconscience.org) and schedule a call between March 29-April 21, 2021.**

Application drafts reviewed prior to submission by the Global Networks team are much more likely to receive funding. As part of this support during the proposal development process, Coalition staff will discuss your overall vision for the project, its planning, and execution, and may connect you with other Sites and experts who could provide resources.

After this preliminary conversation, interested applicants may **submit a final application online through the web link before the submission deadline on May 19, 2021.** Applicants may submit the final application in English, Spanish, French or Arabic.

Some characteristics of a good grant application are:

- Be specific in answering the questions.
- Be descriptive yet concise and focused.
- Remember, those reviewing your application may not know your organization or its work. Provide relevant details whenever possible.
- Support your plans with data or direct quotes.
- Only use the space (number of characters) provided.
- Check your math in the budget.