



Guidelines for social grants

What requirements do applicants need to fulfil to receive funding from Migros Culture Percentage?
These guidelines will tell you.

Grants are available in the following funding areas:

- Grants for projects and initiatives
- Grants for organisational development
- Calls for tenders

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**Notes:**

- **Funding area**
A funding area describes the type of content which we want to support financially. For example, a project.
- **Eligibility criteria**
Eligibility criteria are requirements that you must fulfil in order to receive funding.
- **Migros Culture Percentage**
The Social Affairs team is part of the Federation of Migros Cooperatives. It belongs to the 'Society' section of the Social Affairs and Culture Department. We refer to the Social Affairs team as 'Migros Culture Percentage' in the following.
- **Guidelines**
Guidelines are rules that you must adhere to.

1. General rules

- 1.1 Migros Culture Percentage supports projects, initiatives and organizations that strengthen social cohesion. So its aim is to help people in society get along better.
Your project or organisation can be local, regional or national.
- 1.2 We support projects, initiatives and organisations that deal with current issues relating to the following topics. We support these topics:
 - Living together
 - Climate and resources
 - Technology and ethics
- 1.3 Your project, initiative or organisation must contribute to making our society socially sustainable.
Here's what we mean by [social sustainability](#).
- 1.4 It is important to you that your target group actively participates in the project or in your organisation. This means that the target group is allowed to have a say in the issue.
- 1.5 You must submit your application via the Migros Culture Percentage application portal. You cannot submit your application by post or in any other way.
- 1.6 It is possible that you adhere closely to all rules and guidelines, but you still do not receive funding from us. This is because the quality of your project and your organisation is particularly important to us.



1.7 A commission examines all received applications every two months. This commission is made up of experts. The commission decides whether we will fund your project or organisation. No one else makes this decision.

1.8 Have you submitted an application? You will receive an answer within no more than 10 weeks.

1.9 We will send you an e-mail to let you know whether you have been granted funding. We do not explain our decision. The decision is final. You only receive a grant once a year. You are not entitled to another round of funding in the following year.

2. Funding areas

A funding area describes the type of content which we want to support financially. We distinguish between three types of funding: grants for projects and initiatives, grants contributions for organisational development, and calls for tenders.

A. Grants for projects and initiatives

We support the following types of projects and initiatives:

- In doing so, they strengthen **social cohesion**. So its aim is to help people in society get along better. It is particularly important to us that you strengthen civic **engagement**. This means that people can voluntarily contribute to your project. You make a one-off or long-term commitment to others.
- **People can meet, either in person or online**. You want to get people talking to each other. This allows them to get to know different ways of life and learn to understand each other better.

We pay CHF 2,000 to CHF 10,000 for a project or initiative.

Requirements

2.1 Point 3 outlines the **eligibility criteria**. These are requirements you must meet in order to be considered for funding for your project or initiative.

2.2 Your project or initiative is based in Switzerland. This can be local, for example, an initiative in your city. It can also be regional, for example, a project in your canton. Or it can be national, for example, a project for the whole of Switzerland.

2.3 Your project must not yet be completed. You must send us your application at least three months before you start the project.



B. Grants for organisational development

We support these types of organisations:

- Your organisation supports **social cohesion** and **already has an existing offer that works well**.
- Your organisation wants to grow, i.e., it plans to improve its offering and reach more people. For example: your organisation wants to set up a new department or restructure its processes. Or your organisation wants to decide who will manage it in the future. Perhaps it also wants to evaluate how good its offer is.

We pay between CHF 5,000 and CHF 30,000 for organisational growth.

Requirements

- 2.4 Point 3 outlines the eligibility criteria. These are requirements you must meet in order to be considered for funding for your project or initiative.
- 2.5 Your organisation operates on a supra-regional or national level, i.e., it works in various regions or cantons in Switzerland.
- 2.6 You develop your organisation together with people in your target group and others who are important to you, for example, your employees, members or other organisations.
- 2.7 You share your experience with organisational growth processes. For example, by writing a report or exchanging ideas.
- 2.8 You receive our letter of approval? If so, you must complete the growth process of your organisation within 12 months.

C. Grants for calls for tenders

We regularly offer funding for very specific topics, e.g., integration and volunteering. We frequently announce new topics. Projects must be of a high quality and show a realistic path for the future to be considered. The exact criteria describing the requirements will be provided in the call for tenders.



3. General eligibility criteria

Eligibility criteria are requirements that your project, initiative or organisation must meet to be considered for funding.

Formal criteria

You *must* meet these criteria in order for us to consider your application.

3.1 Organisation

- Your organisation is an association, a charitable foundation or a cooperative. We do not fund individuals. We also do not fund organisations that make a profit.
- Your organisation must be based in Switzerland. It is for the people of Switzerland.
- Your organisation adheres to the rules of **good governance**. This means that you pay attention to good and responsible management. For example, you provide open and clear information about how you work, how you use money and what goals you pursue. No person in your organisation has too much power. And you make sure that you achieve your goals.

On this website, you will find [more information about good governance](#).

3.2 Funding contribution and financing plan

- We only provide a certain amount of money in support of each funding area. The maximum amount we will contribute towards your project is stated under point 2. You cannot apply for more money.
- Which other funding bodies support your project? To which other funding bodies have you applied? You must include all this in the financial plan. We will only fund your project if there are other bodies also supporting your project.
- The total budget of your project cannot be more than 20 times higher than the amount of money you request from us. For example: You submit a request for CHF 3,000. Then your total budget must not exceed CHF 60,000.
- The assets of your organisation are not greater than all the annual salaries of your employees combined.

Quality criteria

How high is the quality of your project? We pay attention to these criteria.

3.3 Important for society

- Your project or organisation serves many people in society. It deals with current issues that are important to a wider circle of people.

3.4 Ambitious but realistic goals

- You want to achieve the greatest possible social impact with your project. But you plan in a way that allows you to achieve your goal.



3.5 Cooperation and co-determination

- You network with other people or organisations and work together with them. You also involve the people for whom your organisation or project is intended or allow them to make decisions.

3.6 Socially sustainable

- You ensure that your project is socially sustainable. This includes, for example, having diverse people in your team. There is barrier-free access. You make sure that your language is inclusive of all people.

3.7 Ecologically sustainable

- You ensure that your project is ecologically sustainable. This means, for example, that you travel in an environmentally friendly way. You use materials that protect the environment. You make sure that you don't waste any food.

We do not fund the following:

- Individuals
- Organisations or projects that pursue a profit
- Projects that have already been completed
- Projects or organisations abroad
- Goals that are ideological, undemocratic or unethical
- If you have goals that are only important for your organisation, not for society
- General operating costs

Topics that we do not support

- Physical health
- Medical services, research and congresses
Sport and leisure
- Formal education This refers to education in official institutions such as schools, colleges and universities We also do not fund school camps.
- Labour market integration: if you want to help people find a job again.

The following goals and projects are also excluded from funding:

- Donations in kind. This means: we only support you with money. We do not donate physical items, such as objects or products.
- Campaigns. A campaign is a major initiative intended to draw attention to an issue. Or you want to advertise something.
- Charity events. For example: you organise a concert to raise money for a good cause.
- We do not contribute if you plan to build or convert something. We do not pay for rooms that you want to use.
- Perhaps you want to produce media, for example, a newspaper, a sound recording, a movie or an app. But you have no concept for how you want to distribute this media? In this case, we will not pay for the production.



- We do not pay fees to authors.
- We do not pay for IT, for example, if you want to design a website or develop software.
- We do not pay grants if you apply for them on behalf of another, third-party organisation.

4. Guidelines for receiving grants

We are funding your project or organisation? Then you must adhere to certain rules.

These are your most important duties

- 4.1 In your application, you have told us your plans for your project or organisation. You must implement these plans. Maybe there are problems or something is delayed. And you can't keep your promise. Then you need to let us know. We will work with you to find a solution. You are not allowed to spend the grant money on anything else. Otherwise, you must return the money to us in part or full.
- 4.2 Are you communicating about your project or organisation to the public? You have to mention that Migros Culture Percentage is funding you. This also includes using our logo. You need to include us on all your printed materials and publications, for example, flyers and brochures, social media and your website. This is governed by precise rules that you must follow. You can find the rules here: [Media contact and logos | Migros Commitment](#).
- 4.3 Are you talking or writing about the funding you are receiving from Migros Culture Percentage? You must make it clear that this support comes from Migros Culture Percentage. There must be a clear separation from the other partners and foundations that support you. This is important because it shows who is making what contribution.
- 4.4 Is your project or plan ready? Now, you need to tell us about your experiences. You must also be prepared to answer our questions.
- 4.5 We may communicate about your project or organisation. You must give us permission to do this. This means that we are allowed to write publicly about the success of your project. We may also mention what you have learned from your project or if something has changed in your project.
If we need information or pictures, you must provide them to us. You must also clarify whether you hold all the image rights. Any individuals depicted in your images must consent to their pictures being shown.
We will inform you before we publish anything. We have editorial sovereignty, which means that we decide how and what we write. Perhaps we don't want to mention your project. We are not obliged to do so.



- 4.6 We may also write about the funding of your project after it has ended. We can decide for ourselves whether and how we write about your project. You do not receive any additional payment for this.

This is the most important contribution of Migros Culture Percentage

After a positive decision, we will pay you the promised grant amount. You will receive the amount approximately two weeks after we inform you of our approval. All sums are inclusive of VAT.

5. Guidelines for multiple applications

- 5.1 You may submit **no more than one application per year** to Migros Culture Percentage. This also includes the «ici. here together.» funding programme and the "volunteering initiative". You can, however, submit an application in the field of skills development. For example, you can ask for money for coaching or professional development.
- 5.2 Do you want funding for the same project over the course of several years? Then your project must visibly improve and advance.



6. Overview of the funding procedure

