

## **DEMOCRACY OPPORTUNITY SUPPORT FUND – DEMOS FUND**

### **Guidelines & Application Form for Applicants**

#### **1.0. Background and rationale**

The Democracy Opportunity Support Fund (DEMOS Fund) is a flagship initiative of the West Africa Democracy Solidarity Network (WADEMOS) established with funding support from the Swedish International Development Agency (Sida). Set up as a transnational, civil society-led network in the ECOWAS Region, WADEMOS mobilizes, coordinates, and leverages the resources, opportunities, and collective power of its Members and other pro-democracy civil society organizations, social movements, and activists to defend, promote, and advance democratic values and reform in West Africa, including through engagement with relevant regional bodies and instruments. With its Secretariat based at the Ghana Center for Democratic Development, WADEMOS is governed by an 11-member Steering Committee, an Advisory Council and a General Assembly. For the current period through the end of 2024, the Network's five strategic priorities are: To

- Support in-country civil society actors to safeguard and assure peaceful and credible elections and electoral outcomes.
- Protect against shrinkage of the civic space
- Protect and support at-risk frontline democracy and human rights defenders
- Support efforts toward democratic restoration in countries where democracy has collapsed
- Support national and regional efforts against violent extremism and terrorism.

Complementing these strategic goals, the purpose of the DEMOS Fund is to respond to emerging openings and other opportunities, including early warnings, to defend, revive, or reinvigorate democracy in the Region.

#### **2.0. Objectives**

The DEMOS Fund supports Network Members' (and Member-supported) initiatives to address democratic backsliding and respond to timely needed democratic interventions within the sub-region. It specifically aims at:

- Fostering collective, national, and regional actions and efforts in addressing democratic backsliding in West Africa around the five (5) pillars of the Network; this includes but not limited to initiatives aimed at enhancing the quality and credibility of elections; complementing ongoing regional and national efforts on transitional processes in Mali, Burkina Faso and Guinea, sustaining activism, pro-democracy campaign and mobilization in defense/advance of the rule of law and constitutionalism, freedoms and civil liberties; protection and prevention from abuse and suppression of Human Rights Defenders and Democracy Activist including the media, improving service delivery in fragile and transitional societies, among others.

- Enhancing innovation and creativity among Pro-Democracy actors within the sub-region.
- Improving timely and relevant democratic backsliding interventions and response within the sub-region

### 3.0. Guiding principles

- The fund is competitive
- The fund is accessible to Network Members. However, it supports external organizations or individuals, and social movements. The application by external organization or individual and social movements should be supported by a recommendation from a Network Member organization.
- The fund is utilized to support two types of interventions in line with WADEMOS priority areas:
  - Organizational projects from WADEMOS Network Members, recommended organizations or individuals and social groups addressing any of the five strategic priorities of the Network. This is funded under a six (6) months cycle and grants are awarded twice a year.
  - Timely-needed sensitive and immediate interventions from WADEMOS Network members, and working groups in response to the democratic reversals at the national level. This may be co-created by WADEMOS and Network members, and on the recommendation or proposal from a Network member. This category of applications are opened throughout the year.

### 4.0. Selection Criteria

Projects are reviewed by the PMU and approved by the Fund Management Committee based on established criteria

#### ➤ **The concept and the rationale**

It should be clearly stated and aligned to the WADEMOS priority action. Thus, how it advances and support the cause and objectives of WADEMOS in responding to democratic reversals at national and regional level.

#### ➤ **The scope and the purpose**

- Regional and national advocacy and activism around the WADEMOS priority interventions
- Regional and national civic mobilization, civic engagement, solidarity engagements, capacity building, learning and knowledge transfer
- Other innovative democracy promotion initiatives including the use of creative talents and technology to respond to democratic backsliding

#### ➤ **The Budget**

It should be realistic and respect the funding ceiling

➤ **The timeline**

- Completion of projects and interventions should not exceed a period of six months. Funded Projects should be implemented only within the ECOWAS territory

**5.0. Integration of Cross-Cutting issues**

Projects are encouraged to integrate cross-cutting issues such as women and youth.

**6.0. Budget Ceiling**

The Ceiling for funding is as follows:

- Organizational Projects support: **\$20 000**
- Timely-needed Interventions including Individual and Social Movements: **\$10 000**

**Appendix**

1. Application form
2. Assessment checklist

## I. GRANT APPLICATION FORM

### GENERAL REQUIREMENTS

**This template is to be used when applying for the grant. All information is required**

The Project Proposal should be brief as possible. The Proposal should be submitted in typed form. The ash font texts in this template are guidance and explanation. Additional attachments may be submitted, including documents certifying the status of the organization, endorsements of the proposed project, funding commitments or other indicators of participation and support from other institutions, and evidence of support and participation.

### SECTION 1: INFORMATION ABOUT THE GRANTEE

**1. Please specify if you are an**  
Organization  Individual / Social Movement

#### 2. If you are an organization

Name of the Organization	
Country and City	
Website	
Date of creation	
Name and title of Contact Person	
Email address and phone number of contact person	

Organization's mission and vision statement

Organizational history

**3. If you are an individual /Social Group/Activist**

Provide your name

Gender: Male  Female  Others

Country and city

IF you are a social group, please provide the date of establishment

Describe yourself and your motivation

Tell us about your area of work and recent achievements

Email Address and Phone number (Including website and social media pages for the group or individual, if any)

**4. If you are an Organization/Individual recommended by a WADEMOS Network Member**

Provide the following information from your recommending organization:

Name of the recommending organization	
Country and City	
Contact information of recommender (name, email , phone number)	

**SECTION 2: INFORMATION ABOUT THE PROJECT**

**Project Title**

**Project location (Country and city)**

**Project Finance**

Financial sources	Local Currency	USD Currency
Total fund request from WADEMOS		
Total fund from other funding		
Total Project Cost		

**Description of your project**

*Please provide a brief summary of the project including context, rationale and objectives (Not more than 250 words).*

**Project Justification**

Please describe the challenges that the project intends to address and how the project will be contributing to promoting and advancing democratic values, principles, and norms in your country or at the regional level

**Project activities and output**

Please describe the project framework and implementation plan by completing the table below, which can be replicated if there is more than one objective:

- a) Primary objective
- b) Project results or outputs (Please describe measurable changes which will have occurred by the end of the project as a result of the planned intervention)
- c) Project Activities

<b>Primary objective One (1)</b>
<b>Output 1:.....</b>
Activity 1.1: .....
Activity 1.2: .....
<b>Output 2: .....</b>
Activity 2.1: .....
Activity 2.2: .....
Activity 2.3: .....

**Gender, Diversity and Inclusiveness**

Please describe how the project takes into consideration: the participation of both men and women (with a special focus on women), and other social inclusion groups.

**Impact – Sustainability, Scale-up and Replication**

Please describe sustainability of the project impact in a medium/long term. Outline possible steps to be taken before, during, and at project completion to ensure that the project impact will continue after the project ends

**Innovation**

Please describe innovative aspects of the project. This may include new way of thinking, new form of organizing and mobilizing people including the use of technology, new approach and ways to connect with stakeholders, improvements of existing partnership, etc....

**Knowledge Management and opportunity for learning**

Please describe the plan to capture, share and disseminate the knowledge, lessons learned, and good practices gained through the implementation of the project. Please specify the knowledge products to be generated by this project.

**SECTION 3: BUDGET**

Please provide project budget according to the template below

Activity	QUANTITY	UNIT	UNIT RATE	TOTAL IN USD
<b>Total</b>				



Please provide any supplementary documents about the project and the organization/individual including certificate of registration, if any.

**SECTION 4: SUBMISSION**

Dear applicant,

Please submit your proposal in Word / PDF document to [info@wademosnetwork.org](mailto:info@wademosnetwork.org) and [g.annor@wademosnetwork.org](mailto:g.annor@wademosnetwork.org)

You will receive an email confirming the submission of your application in the email provided.

The status of the application will be communicated after the review process.

Thank you

**WADEMOS**



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**ASSESSMENT CHECKLIST**

*This assessment checklist is designed for the use of the selection committee to assess the eligibility of every application. Every criterion is rated over 5 and the whole application will be rated over 50. 5: Excellent - 4: Good - 3: Average - 2: Below average - 1: Poor*

**I. Objective and scope of the project – 20pts**

Criteria	Rate /5	Comments / Observation
Clearly Stated problem		
Clearly stated objectives		
Relevance to WADEMOS Priority action		
Measurable outputs		
<b>Total of point</b>	<b>/20</b>	

**II. Concept – 20 pts**

Criteria	Rate /5	Comments / Observation
Innovation/creativity		
Impact: Sustainability, scale up and replication		
Gender, diversity and inclusion		
Knowledge sharing and learning		
<b>Total of point</b>	<b>/20</b>	

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**III. Budget and Timeline – 5 pts**

Criteria	Rate /5	Comments / Observation
Amount (USD)	N/A	
Realistic, provides clarity, and aligned to the activities		
<b>Total of point</b>	<b>/5</b>	

**IV. Timeline – 5 pts**

Criteria	Rate /5	Comments / Observation
Project Duration	N/A	
Realistic with activities and outputs highly achievable		
<b>Total of point</b>	<b>/5</b>	

**SUMMARY OF THE ASSESSMENT**

Criteria	Rate /50	General Comments / Observation
Total Number of points	/50	