

Terms of Reference

GRC/RFP/P26-066

Call for Proposals under the Micro-Grants Scheme supported by the European Commission under the project “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”

Item	Information
Contract Number	NDICI CRISIS FPI/2026/489-863
Project Name	No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine
Contracting organisation	Stitching Global Rights Compliance Foundation
Donor	European Union (EU)
Total funding available	EUR 45,000
Number of anticipated grants	2-3
Lot 1	Documentation
Lot 2	Advocacy and Campaigning
Application deadline	1 October 2026
Clarification deadline	17 September 2026
Application language	English and Ukrainian
Contact	procurement@grcompliance.org zinebreffass@globalrightscompliance.co.uk

1. Background and Context of the Call for Proposals

1.1 Background to the Project

This Micro-Grant Scheme forms part of the EU-funded project “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”.

The project seeks to strengthen child-sensitive justice and protection responses to crimes related to the deportation and forcible transfer of Ukrainian children by improving the capacity of civil society organisations and national justice actors to document, investigate, prosecute and adjudicate these crimes in accordance with international standards.

Recognising that children affected by conflict require specialised approaches, the Project promotes the integration of child-friendly, trauma-informed and rights-based practices throughout the justice process.

The Project operates under two objectives:

Objective 1:

Child-Friendly Documentation and Adjudication of Crimes Related to the Deportation of Children is Strengthened, and Justice Outcomes for Child Victims are Enhanced

This objective seeks to support the implementation of minimum standards and best practices to improve effective, child-friendly documentation and adjudication of crimes related to the deportation of children.

Objective 2:

Engagements with Child Victims of Deportation-related Crimes are Conducted according to Enhanced Child-Friendly and Trauma-Informed Processes and Procedures

This objective builds the capacity of key actors dealing with deported and returned children to engage with them in a child-sensitive manner that recognises the child's best interests as a primary consideration.

The Micro-Grant Scheme is intended to enable the implementation of clearly defined operational activities that directly contribute to the objectives of the No Child Forgotten Project while ensuring robust safeguarding, financial accountability and technical oversight.

1.2 Context in Ukraine

Since the armed conflict in Ukraine commenced in 2014, Ukrainian children have been victims of, and disproportionately affected by, a wide variety of international crimes which have had significant physical, psychological, and developmental impacts.¹

Starting in 2014, and especially following the full-scale invasion in 2022, Russia has implemented a state policy involving the large-scale displacement of Ukrainian children within occupied Ukrainian territory and outside Ukraine to Russia and Belarus.² Multiple independent investigations report that children have been taken from all occupied regions of Ukraine (Crimea, Donetsk, Kherson, Kharkiv, Luhansk, and Zaporizhzhia). Among the children who have been displaced are those who are particularly vulnerable, including orphans, children with disabilities,

¹ See e.g., UNICEF, '[Average of at least 16 children killed or injured in Ukraine every week as escalation of war nears 1,000 days](#)' (18 November 2024); UNICEF, '[The war in Ukraine is taking a heavy toll on children's mental health, learning and development](#)' (27 February 2024); UNICEF, '[Media Fact Sheet: 18 months of war for Ukraine's children](#)' (24 August 2023).

² European Parliament, '[Forcible transfer and deportation of Ukrainian children: Responses and accountability measures](#)' (January 2024), p. 27; Parliamentary Assembly of the Council of Europe (CoE), '[Deportations and forcible transfers of Ukrainian children and other civilians to the Russian Federation or to temporarily occupied Ukrainian territories](#)' (27 April 2023).

children from low-income families, children separated from their families, and children with parents in the military.³ A large number of these vulnerable children lived in residential institutions at the start of the full-scale invasion and were particularly targeted for displacement by Russia.⁴

This conduct forms part of a broader system of violations that has been directed toward Ukrainian children across the TOTs, where they have been subjected to militarisation, indoctrination, and systematic cultural assimilation, including through fostering and adoption programs.⁵ The system of militarisation and indoctrination of children in the TOTs implicates a myriad of human rights violations, including the right to identity, the right to education, the right to freedom of thought and expression and the right to freedom of association, and may amount to international crimes such as the crimes against humanity of persecution and other inhumane acts.

Displacement, disrupted education, child-family separation and exposure to violence can lead to severe psychosocial impacts for children, including anxiety, depression and post-traumatic stress disorder, while separation from families, communities and their country—whether temporary through placement in re-education facilities or permanent through deportation and adoption—may cause further and lasting harm. Children remaining in the occupied territories face intensive Russia-centric ideological programming, militarisation in youth groups, and punishment for perceived support for Ukraine. This conduct creates conditions that undermine children's Ukrainian cultural identity and personal development, leading to long-term psychosocial harm, requiring specialised responses for care and rehabilitation.

2. Purpose and Objectives of the Micro-Grant Scheme

GRC is launching a Micro-Grant Scheme open to Ukrainian Civil Society Organisations (“CSOs”) to co-develop initiatives supporting justice outcomes for children impacted by deportation, forcible transfer and related conduct, including militarisation and indoctrination.

The Scheme is designed to complement GRC's legal and analytical capacity with the reach, trust and local knowledge of Ukrainian civil society and to ensure that documentation work translates into tangible advocacy and accountability products.

In addition to financial support, GRC will provide ongoing mentorship, legal advice and technical support to selected CSOs.

The purpose of the Micro-Grant Scheme is to enable Ukrainian CSOs to deliver, in partnership with GRC, documentation and advocacy activities that strengthen justice and accountability for crimes against and affecting children and advance child-friendly justice.

The specific objectives of the Scheme are to:

³ Yale School of Medicine, ‘[Fact Sheet: Russia's Kidnapping and Re-education of Ukraine's Children](#)’ (17 March 2025); Yale HRL, ‘[Belarus' Collaboration with Russia in the Systematic Deportation of Ukraine's Children](#)’ (12 December 2023), p. 8.

⁴ See e.g., Human Rights Council, ‘[Conference room paper of the Independent International Commission of Inquiry on Ukraine](#)’ (29 August 2023) UN Doc A/HRC/52/CRP.4, paras 763-768; OHCHR, ‘[Update on the human rights situation in Ukraine, 1 February 2023 – 30 April 2023](#)’, p. 4; OHCHR, ‘[Report on the human rights situation in Ukraine, 1 February to 31 July 2023](#)’, para. 92; OHCHR, ‘[The Impact of the Armed Conflict and Occupation on Children's Rights in Ukraine, 24 February 2022 – 31 December 2024](#)’ (21 March 2025), para. 74.

⁵ See e.g., OHCHR, ‘[Report on the human rights situation in Ukraine](#)’ (15 May 2014), paras 101-102, 125-129; OHCHR, ‘[Report on the human rights situation in Ukraine](#)’ (15 November 2014), para. 100; OHCHR, ‘[Human rights situation during the Russian occupation of territory of Ukraine and its aftermath](#)’ (19 March 2024), para. 132; OHCHR, ‘[Report on the human rights situation in Ukraine, 1 February to 31 July 2022](#)’ (22 September 2022), para. 79; Amnesty International, ‘[Ukraine/Russia: New history textbook is a blatant attempt to unlawfully indoctrinate school children in Russia and Russian-occupied Ukrainian territories](#)’ (1 September 2023); Ukrainian Helsinki Human Rights Union, ‘[The field of education in the temporarily occupied territories](#)’ (2020); CNN, ‘[This is what the ‘Russification’ of Ukraine's education system looks like in occupied areas](#)’ (16 May 2022).

- expand documentation of the full range of crimes accompanying deportation or forcible transfer and/or affecting children in Ukraine, including intersectional harms relating to gender, sexual orientation or gender identity, age or disability status;
- ensure that documentation generated by CSOs is converted into legally robust analysis suitable for sharing with relevant justice and accountability bodies or for use in public-facing advocacy reports;
- strengthen the technical and institutional capacity of grantee CSOs in trauma-informed, child-sensitive documentation methodology and legal analysis;
- support Ukrainian civil society-led advocacy and campaigning on child-friendly justice and the rights of child victims of international crimes; and
- build durable working relationships between GRC and Ukrainian CSOs that extend beyond the life of individual grants.

The Scheme is expected to support a minimum of two CSOs across the two priority areas set out below.

3. Funding Available and Grant Parameters

A total maximum amount of EUR 45,000 is available under this Call for Proposals.

GRC anticipates awarding two (2) to three (3) micro-grants, subject to the quality of applications received, satisfactory completion of due diligence, availability of funds and compliance with the requirements of this Call.

The maximum amount of financial support available for any single micro-grant action under this Call is EUR 35,000, including where an application is submitted jointly by two eligible CSOs. GRC reserves the right to award below 35,000.

Applicants must submit a detailed and realistic budget in EUR demonstrating how the amount requested has been calculated and how each proposed cost is necessary for implementation of the proposed action.

The final amount awarded may be lower than the amount requested. The exact amount of each micro-grant will be determined by GRC on the basis of the proposed activities, their relevance to the objectives of the Call, the reasonableness and necessity of the proposed costs, the duration and scale of the proposed action, value for money, the applicant's implementation capacity and the availability of funds. GRC may request revisions to a proposed budget before award and may determine that individual budget lines or costs are ineligible or should be reduced. Any such revision will not materially alter the substance of the selected proposal.

GRC reserves the right to determine the final number and distribution of grants between the two Lots on the basis of applications received, evaluation results, geographical and thematic coverage, available funding and the objectives of the EU-funded Action.

GRC is under no obligation to award the full EUR 45,000 available under this Call.

The grant may finance up to 100% of eligible costs of the proposed action.

Co-financing is permitted but is not mandatory. Any co-financing included in an application must be clearly identified in the proposed budget.

No expenditure may be incurred or charged to the micro-grant before the commencement date specified in the signed Micro-Grant Agreement.

3.1 Payment Arrangements

The payment structure applicable to each Grant Recipient will be determined by GRC following completion of due diligence, taking into account GRC's internal assessment of the Grant Recipient's financial, operational and compliance risk.

Depending on the assessed level of financial, operational and compliance risk, GRC may provide an initial pre-financing payment followed by one or more instalments and/or a final balance. Subsequent payments may be subject to satisfactory implementation, timely submission and approval of required reports, and verification of eligible expenditure.

GRC may revise the payment schedule, payment conditions or applicable financial controls during implementation where the Grant Recipient's risk profile materially changes or where issues are identified through monitoring, reporting, verification or audit. The specific payment schedule, amounts, conditions and any applicable controls for each award will be set out in the Micro-Grant Agreement. No payment structure or pre-financing arrangement should be assumed by an applicant prior to execution of the Micro-Grant Agreement.

4. Priority Areas

Applicants must apply under one of the two priority areas below. The EUR 45,000 represents the total funding available across both Lots combined; no fixed amount is reserved for either Lot.

4.1 Lot One: Documentation of Deportation-Related Crimes Against and Affecting Children in Ukraine

Purpose and Scope

Grant amount: up to 30,000–35,000 euros

Indicative implementation period: up to 6–10 months

Under this priority, GRC seeks to establish a coordinated partnership with selected Ukrainian CSOs with demonstrated expertise in documenting crimes against and affecting children (“CAAC”) living in occupied territories or unlawfully deported from Ukraine.

The partnership aims to strengthen child-centred documentation capacity, promote child-friendly justice outputs, contribute to understanding of the full range of harms and impacts experienced by children, and generate high-quality documentation that may support future accountability processes and advocacy initiatives.

GRC will fund the selected CSO to conduct documentation of crimes against and affecting children related to the forcible transfer and deportation process and associated crimes.

The CSO will partner with GRC, which will provide legal and analytical support, to jointly produce an analytical product, either in the form of a submission to an accountability mechanism, such as

UN Human Rights Bodies, the International Criminal Court, Ukrainian prosecutorial bodies or third-state prosecutorial bodies, or an advocacy report.

The aim of this Priority is to contribute to an expanded understanding of the full range of crimes related to Russia's policy of deportation and forcible transfer and its treatment of children in temporarily occupied territories. This may include inhumane treatment, sexual and reproductive violence, arbitrary detention, enforced disappearance, persecution, conduct related to indoctrination and militarisation, and violations of the rights to education, cultural identity and freedom of thought and expression.

The proposed methodology must integrate a gender and intersectional lens at every stage. Children may experience deportation-related crimes differently according to factors including gender, disability, age, sexual orientation, gender identity or perceived identity, and proposed approaches should appropriately reflect these differences.

Eligible Activities

- identification, outreach to and safe engagement of victims, families and witnesses of deportation-related crimes against children;
- documentation of incidents using a trauma-informed, child-sensitive and evidentially sound methodology aligned with GRC's documentation standards and relevant international protocols, including, where applicable, the Murad Code and Berkeley Protocol;
- secure storage and management of collected information, including appropriate chain-of-custody procedures;
- referral of documented cases into GRC's case-building and analytical processes;
- contribution of documented material, analysis and/or testimony to a joint analytical product, subject to informed consent and appropriate protection safeguards; and
- participation in joint analysis, drafting, review and dissemination of a joint analytical product.

Role of GRC

Throughout this Priority, GRC will play a central supporting role across the documentation and analytical lifecycle. This will include supporting the partner CSO in planning and developing its documentation strategies and objectives, while ensuring alignment with GRC's documentation standards and relevant international protocols. GRC will provide guidance on child-sensitive documentation methodologies, including trauma-informed engagement practices and safeguards tailored to the age, gender, circumstances and vulnerabilities of child victims and witnesses. GRC will also provide legal analysis to identify appropriate legal avenues for potential submissions and support the classification and legal characterisation of documented crimes. In addition, GRC will work jointly with the partner CSO to develop the resulting analytical product, whether an advocacy report or a submission to an appropriate accountability mechanism, including through collaborative drafting, review, finalisation and dissemination.

4.2 Lot Two: Advocacy and Campaigning on Justice for Child Victims of International Crimes in Ukraine

Purpose and Scope

Grant amount: up to EUR 15,000.

Indicative implementation period: up to 3–6 months

Under this priority, GRC seeks to support Ukrainian CSOs with demonstrated expertise in advocacy and public engagement to raise awareness of issues affecting children impacted by the armed conflict, including deportation, forcible transfer and other grave violations against and affecting children.

The partnership aims to strengthen child-centred advocacy capacity, promote the safe participation of children, increase awareness of child rights, protection and justice amongst Ukrainian children and youth, and contribute to broader public and institutional recognition of harms experienced by children as a result of Russia's policy of deportation and forcible transfer and associated crimes.

The aim of this Priority is to strengthen public and institutional understanding of the scale and nature of harms experienced by children as a result of deportation-related crimes, build support for child-centred accountability and justice processes, and amplify the voices of affected children, families and communities in a manner that is safe, ethical and empowering.

Initiatives should address an identified need and may focus either on increasing public awareness of the diverse harms and impacts faced by children or increasing awareness and skills amongst children and youth to advocate for their rights.

Advocacy and campaign content, messaging and materials must be accurate, child-sensitive and grounded in established child-friendly justice principles.

Eligible Activities

- design and delivery of public awareness campaigns relating to deportation-related and other grave violations against and affecting children;
- development of advocacy materials, communications products or public engagement events highlighting children's experiences and rights;
- community-level outreach and engagement activities to raise awareness of child-friendly justice principles and available protection and justice pathways;
- design of materials for children and youth explaining justice and accountability pathways in Ukraine;
- engagement with media, policymakers and other relevant stakeholders to advance recognition of children's rights and accountability for violations against them; and
- development of youth- or child-participatory advocacy initiatives where appropriate safeguards and informed consent are in place.

Role of GRC

GRC will provide ongoing technical and strategic support throughout the implementation of the initiative, including appropriate oversight, guidance and quality assurance to support effective delivery and alignment with the objectives of the Call. GRC will also provide technical input and advice where required, support the development and dissemination of key outputs, and help

amplify the initiative, its findings and outcomes across relevant international platforms, networks and stakeholder forums.

Where appropriate, GRC will facilitate opportunities to strengthen the visibility and reach of the initiative and support engagement with relevant international actors and accountability, advocacy and policy processes.

4.3 Joint Applications

Applications may be submitted jointly by two eligible Ukrainian CSOs. Both organisations participating in a joint application must independently satisfy the eligibility requirements set out in Section 5, unless expressly stated otherwise in this Call. For joint applications, the maximum grant amount of EUR 35,000 applies to the application and proposed action as a whole and not separately to each participating organisation.

One organisation must be designated as the Lead Applicant and, if selected, will be the contracting party and bear overall responsibility to GRC for implementation, financial management, reporting and compliance.

5. Applicant Eligibility

5.1 Eligible Applicants

Applicants must:

- be a Ukrainian non-profit CSO legally registered and operating in accordance with Ukrainian law;
- have at least three years of relevant organisational experience;
- have an organisational bank account capable of receiving EUR or otherwise receiving grant funds in a manner approved by GRC; and
- satisfy the organisational and compliance requirements set out below.

Relevant experience may include child protection, reintegration, documentation, evidence collection, legal aid and advocacy.

5.2 Organisational Capacity Requirements

Applicants must demonstrate:

- adequate financial management, accounting and internal-control arrangements;
- procurement arrangements capable of ensuring transparency, proportionality, equal treatment, avoidance of conflicts of interest, value for money and adequate documentation;
- appropriate safeguarding and child-safeguarding policies and procedures;
- appropriate confidentiality and personal-data protection arrangements;
- an ability to maintain appropriate programme and financial records; and
- capacity to successfully complete GRC's due-diligence process before signature of a Micro-Grant Agreement.

5.3 EU Restrictive Measures and Compliance Screening

Applicants and Grant Recipients must ensure that no grant funds or economic resources are made available, directly or indirectly, to or for the benefit of any entity, individual or group designated under applicable European Union restrictive measures. This requirement applies, as relevant, to the applicant or Grant Recipient, its controlling persons, personnel, contractors, subcontractors, suppliers, partners and any other person or entity receiving or benefiting from micro-grant funds.

GRC will conduct appropriate compliance screening before award and may repeat such screening during implementation.

Applicants must immediately inform GRC if circumstances relevant to this requirement change.

5.4 Ineligible Applicants

The following are not eligible to apply:

- for-profit organisations;
- political parties;
- international organisations registered in Ukraine; and
- governmental bodies.

5.5 Ineligible Activities

The following types of activities are ineligible:

- proposals concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences or congresses;
- proposals concerned only or mainly with individual scholarships for studies or training courses;
- proposals or measures that may result in violations of human rights or cause significant adverse effects on the environment or climate;
- proposals that entail a breach of EU values, including human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities;
- proposals providing any kind of support, including training, to persons or organisations linked to proscribed organisations or included on the EU restrictive measures list;
- proposals supporting political parties;
- proposals involving proselytism;
- proposals that condone violence or incitement to violence;
- proposals that discriminate against individuals or groups on grounds including gender, sexual orientation, religious belief or lack of belief, or ethnic origin; and
- proposals of a primarily humanitarian nature.

6. Eligible and Ineligible Costs

6.1 General Conditions for Cost Eligibility

To be eligible, a cost must:

- be necessary for implementation of the approved action;
- be included in the approved budget;
- be reasonable and justified;
- be actually incurred during the eligible implementation period;
- be identifiable and verifiable in the Grant Recipient's accounts;
- be supported by adequate documentation;
- comply with applicable tax, labour and procurement requirements;
- be consistent with the principles of economy, efficiency and sound financial management;
- and
- not be financed twice from another source.

6.2 Eligible Costs

Subject to the general conditions above, eligible costs may include:

- personnel costs;
- travel, including rental of vehicles where necessary for implementation of the action;
- purchase of small equipment, such as laptops or scanners, up to 5% of the grant amount;
- supplies;
- office running costs and rent;
- consultancies;
- organisation of events;
- psychosocial support;
- IT subscriptions; and
- bank charges.

Inclusion of a cost category in the above list does not mean that the cost will automatically be accepted. All proposed costs remain subject to the eligibility conditions in Section 6.1, GRC's budget review and approval in the final Micro-Grant Agreement.

6.3 Ineligible Costs

The following costs are ineligible under the micro-grant:

- debts, interest owed and provisions for losses, debts or potential future liabilities;
- costs declared, financed or reimbursed under another EU-funded action or other donor-funded activity;
- the purchase or rental of land or costs related to construction;
- the purchase of vehicles;
- weapons;
- political campaigning;
- cash assistance;
- scholarships;
- medical treatment;
- general institutional costs unrelated to the project;
- the purchase of alcohol;
- fines and penalties;
- luxury equipment;

- exchange-rate losses;
- taxes, including VAT, where such taxes are recoverable by the Grant Recipient under applicable law;
- indirect costs;
- costs incurred outside the eligible implementation period, unless expressly authorised;
- unsupported or insufficiently documented expenditure;
- costs arising from fraud or corruption; and
- credits or loans to third parties.

Where taxes or VAT are charged to the micro-grant, the Grant Recipient may be required to provide evidence demonstrating that such taxes or VAT are not recoverable under applicable law.

7. Procurement, Equipment and Assets

7.1 Procurement

Where goods, works or services are procured using micro-grant funds, Grant Recipients must ensure best value for money or, where appropriate, lowest price, avoid conflicts of interest and apply objective and proportionate selection criteria.

Recipients must retain sufficient documentation to demonstrate how suppliers were identified, evaluated and selected.

Where an open competitive procedure is not used, the recipient must document and justify the selection of suppliers invited to submit offers.

Procurement financed under the micro-grant must also comply with any applicable nationality, origin, restrictive-measures and other eligibility requirements communicated by GRC under the Micro-Grant Agreement. Grant Recipients must ensure that no contract or economic resource is made available directly or indirectly to a person or entity subject to applicable EU restrictive measures. Procurement must also comply with any additional requirements specified in the Micro-Grant Agreement.

GRC may review procurement documentation before or after expenditure is incurred and may determine expenditure to be ineligible where applicable requirements have not been followed.

7.2 Equipment and Assets

Any equipment purchased from grant funds must:

- be necessary for the action;
- be included in the approved budget;
- be appropriately procured;
- be recorded in an asset or equipment register; and
- be used primarily for purposes of the action during implementation.

Ownership, transfer, retention or disposal of grant-funded assets at the end of the action will be governed by the Micro-Grant Agreement and GRC's written instructions.

8. Safeguarding, Ethics and Risk Management

8.1 Child Safeguarding

Given that proposed activities involve children and other potentially vulnerable individuals, safeguarding constitutes a mandatory requirement for all applicants.

Applicants must demonstrate that appropriate safeguarding measures and organisational policies are in place, including:

- a Child Safeguarding Policy;
- a Code of Conduct;
- reporting and referral mechanisms;
- confidentiality and data-protection procedures; and
- processes for obtaining informed consent.

Applicants must apply the principles of Do No Harm and trauma-informed, child-sensitive and gender-sensitive programming throughout the design and implementation of proposed activities.

Appropriate background checks must be conducted in relation to personnel working directly with children.

Applicants must have clear procedures for managing and reporting safeguarding concerns.

Any safeguarding incident arising during project implementation must be reported to GRC within 24 hours of becoming aware of the incident, with an initial incident report followed by further updates as required.

GRC may require an applicant to strengthen or supplement its safeguarding arrangements as a condition of award. GRC will not enter into a Micro-Grant Agreement where identified safeguarding risks cannot be adequately mitigated.

8.2 Risk Management

Applicants must demonstrate their capacity to identify, assess, mitigate and monitor risks associated with proposed activities throughout the grant implementation period.

As part of the application, organisations must submit a risk assessment identifying key:

- operational risks;
- security risks;
- safeguarding risks;
- legal risks;
- financial risks; and
- data-protection risks.

The assessment must include appropriate mitigation measures and contingency arrangements.

Grant Recipients will be expected to review risks regularly, implement appropriate mitigation measures and promptly notify GRC of significant changes to the risk environment or incidents that may affect safe or effective implementation.

8.3 Ethics and Code of Conduct

Grant Recipients and their personnel must maintain high standards of professional and ethical conduct throughout implementation.

Fraud, corruption, bribery, sexual exploitation or abuse, sexual harassment, physical or verbal abuse, intimidation, exploitation, discrimination and other forms of misconduct are prohibited.

Grant Recipients must comply with applicable law and relevant GRC safeguarding and ethical requirements and ensure appropriate reporting and response mechanisms are available to personnel, participants and affected persons. Grant Recipients and their personnel must respect the basic values of the European Union, including human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities.

Grant Recipients must comply with applicable environmental legislation and internationally agreed core labour standards, including applicable standards concerning freedom of association and collective bargaining, elimination of forced and compulsory labour, elimination of discrimination in employment and occupation, and abolition of child labour.

Grant Recipients, their personnel, contractors and agents must not abuse entrusted power for private gain or offer, give, request or accept any gift, gratuity, commission, consideration or other advantage as an inducement or reward in connection with implementation of the micro-grant.

Compliance with these ethical and conduct requirements constitutes a material obligation under the Micro-Grant Agreement.

8.4 Reporting of Other Serious Incidents

Grant Recipients must notify GRC without undue delay upon becoming aware of any suspected or identified:

- fraud;
- corruption or bribery;
- misuse of funds;
- serious security incident;
- material data breach;
- material conflict of interest; or
- other event that may materially affect implementation of the action or compliance with the Micro-Grant Agreement.

Notification does not replace any reporting obligation arising under applicable law.

9. Confidentiality, Data Protection and Information Security

9.1 Confidentiality

Applicants acknowledge that implementation may involve access to confidential, sensitive or security-related information.

Grant Recipients must maintain strict confidentiality regarding victims, witnesses, documentation methodologies, legal strategies, investigations and other non-public information obtained during implementation.

These confidentiality obligations will continue during implementation and for at least five years following payment of the final balance under the Micro-Grant Agreement, or for any longer period required by applicable law, the nature of the information concerned or the Micro-Grant Agreement.

9.2 Data Protection and Information Security

Applicants must demonstrate appropriate arrangements for the lawful, secure and confidential collection, processing, storage, transfer, retention and deletion of personal data and sensitive information generated through the proposed action.

Particular care must be taken in relation to information concerning children, victims and witnesses. Access must be limited to authorised persons on a need-to-know basis. Applicants must identify material data-protection and information-security risks in their risk assessment.

No personal data, testimony, identifying information or evidentiary material may be publicly disclosed or shared with third parties except where lawfully authorised and consistent with informed consent, safeguarding requirements and the Micro-Grant Agreement.

Grant Recipients must implement technical and organisational security measures proportionate to the nature and sensitivity of the information processed and the risks involved. Such measures should include, where appropriate:

- pseudonymisation and encryption;
- measures to ensure the ongoing confidentiality, integrity, availability and resilience of information systems;
- procedures for timely restoration of access to information following a physical or technical incident;
- periodic testing and review of information-security measures; and
- safeguards against accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data and sensitive information.

Personnel may only be granted access to personal data where strictly necessary for implementation of the action and must be subject to appropriate confidentiality obligations.

9.3 Sensitive Documentation and Evidentiary Material

Where activities involve the collection, processing, storage, transfer or analysis of testimony, documentation or other material that may have evidentiary value, the Grant Recipient must comply with documentation, information-security, informed-consent and transfer protocols agreed with GRC.

Appropriate measures must be taken to preserve the integrity, authenticity and, where relevant, chain of custody of such material.

Evidentiary material, testimony or identifying information must not be transferred to authorities, accountability mechanisms, media organisations or other third parties except in accordance with applicable law, informed consent, safeguarding requirements and protocols agreed with GRC.

Nothing in the reporting or visibility requirements requires disclosure where doing so could endanger a child, victim, witness or other affected person, compromise confidentiality or data protection, or prejudice an investigation or accountability process.

10. Intellectual Property, Outputs and Visibility

10.1 Intellectual Property and Use of Outputs

Unless otherwise agreed in writing, ownership of pre-existing intellectual property will remain with the originating organisation. Grant Recipients must ensure that they possess or obtain all rights, licences, permissions and consents necessary to use any pre-existing intellectual property incorporated into outputs produced under the action. Where a natural, recognisable person is depicted in photographs, films or other audiovisual material produced under the action, the Grant Recipient must obtain and retain appropriate consent or other lawful authorisation for the intended use, subject to applicable safeguarding and data-protection requirements. Particular care must be taken where children are identifiable.

Ownership and permitted use of outputs produced under the micro-grant will be governed by the Micro-Grant Agreement.

Grant Recipients will be required to grant, or ensure that GRC and, where applicable under GRC's EU Grant Contract, the European Commission obtain, sufficient rights to use, store, reproduce, translate, adapt, publish, communicate and otherwise use project outputs for programme, reporting, accountability, visibility and related non-commercial purposes.

Such use will remain subject to applicable confidentiality, data-protection, informed-consent and safeguarding requirements.

10.2 Communication and Visibility Requirements

All communications, dissemination activities, notices and publications relating to the action must contain factually accurate information and acknowledge that the action has received funding from the European Union. Where appropriate, Grant Recipients must display the European Union emblem and comply with all applicable communication and visibility requirements communicated by GRC.

The following disclaimer must be included in relevant communications and materials and translated into Ukrainian where appropriate:

“Funded by the European Union. Views and opinions expressed are those of the author(s) only and do not necessarily reflect those of the European Union or GRC. Neither the European Union nor GRC can be held responsible for them.”

Any use of GRC’s name or logo requires GRC’s prior approval. Grant Recipients must also comply with any additional EU communication and visibility instructions communicated by GRC.

Notwithstanding the above, no communication or visibility requirement shall require the publication or disclosure of information where doing so would create a safeguarding, security, confidentiality, data protection or evidentiary risk.

11. Monitoring, Reporting, Record Keeping and Audit

11.1 Monitoring

GRC will closely monitor implementation of the micro-grants through field visits, online interactions and other appropriate mechanisms. Both planned and ad hoc monitoring activities may take place.

The European Commission may also visit implementation locations or request documentation supporting financial and technical implementation.

Where the European Commission carries out an interim or ex-post evaluation, monitoring exercise or third-party assessment, Grant Recipients must provide the documents and information reasonably required for that purpose.

Grant Recipients must inform GRC without undue delay of any circumstance that may materially hamper, delay, suspend or prevent implementation of the approved action or achievement of its expected results. The Grant Recipient must provide relevant information on the anticipated impact and proposed corrective or mitigating measures. Any extension, suspension or material modification of the action requires GRC’s prior written approval in accordance with the Micro-Grant Agreement.

11.2 Technical and Financial Reporting

Grant Recipients will submit technical and financial reports at the intervals specified in the Micro-Grant Agreement. Unless otherwise specified, reporting will take place every two months.

A final technical and financial report must be submitted no later than 45 calendar days following completion of the action.

All financial reports must be prepared in EUR, in accordance with the reporting and currency-conversion requirements set out in the Micro-Grant Agreement, and must be supported by the documentation required by GRC.

Reported expenditure and supporting documentation may be subject to verification, external audit or other checks by GRC, the European Commission or duly authorised auditors. Grant

Recipients must cooperate with such reviews and provide any additional information or supporting documentation reasonably requested for these purposes.

11.3 Record Keeping and Supporting Documents

Grant Recipients must maintain accurate records and supporting documents relating to implementation of the micro-grant action and use of grant funds.

Supporting documentation may include, as applicable:

- contracts;
- procurement records, including tender documents, bids and evaluation records;
- purchase orders;
- invoices and receipts;
- proof of payment;
- bank statements;
- delivery records and acceptance certificates;
- evidence of the delivery or completion of goods, services or works;
- attendance lists and activity reports;
- timesheets and payroll records;
- accounting ledgers and other relevant accounting records;
- evidence that any taxes or VAT charged to the grant are not recoverable, where applicable; and
- any other relevant supporting evidence.

Records may be maintained in electronic or physical form but must be properly organised, securely retained and readily accessible for review and verification.

Grant Recipients must retain all records and supporting documents for a minimum of three years following payment of the final balance under the Micro-Grant Agreement, or for any longer period specified in the Micro-Grant Agreement, and in all cases until any ongoing audit, check, verification, assessment, investigation, appeal, litigation, recovery or pursuit of a claim concerning the micro-grant has been finally concluded.

11.4 Audit, Verification and Right of Access

GRC, the European Commission, OLAF, EPPO, the European Court of Auditors and duly authorised auditors, monitors or assessors may exercise applicable rights of access, verification, audit and inspection.

Grant Recipients must provide timely access, subject to applicable safeguards, to relevant:

- records;
- documents;
- information;
- systems;
- personnel; and
- implementation locations.

Grant Recipients must cooperate fully with such checks.

Failure to comply may constitute a breach of the Micro-Grant Agreement and may result in suspension or reduction of payments, recovery of funds or termination of the Agreement.

12. Legal and Grant Conditions

12.1 Legal and Contractual Basis

This Call for Proposals is issued by Global Rights Compliance (“GRC”) under the European Union-funded project “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”, Contract No. NDICI CRISIS FPI/2026/489-863.

Financial support to third parties is authorised under the EU Grant Contract and is governed, in particular, by Articles 10.5–10.9 of the General Conditions applicable to the Grant Contract and by the Description of the Action and approved project budget. In accordance with Article 10.9 of the General Conditions, relevant requirements applicable to GRC under Articles 3, 4 (except Articles 4.5, 4.9 and 4.10), 6 and 16 of the General Conditions will also apply to Grant Recipients. These requirements are reflected in this Call and will be further incorporated, as applicable, into the Micro-Grant Agreement.

12.2 Micro-Grant Agreement

Award of a micro-grant under this Call does not constitute a legally binding commitment by GRC until a Micro-Grant Agreement has been signed by both parties.

Provisionally selected applicants will be required to enter into GRC's Micro-Grant Agreement and comply with all applicable contractual, financial, safeguarding, procurement, reporting, audit, visibility, data-protection and compliance obligations contained therein.

In the event of any inconsistency between this Call for Proposals and the applicable Micro-Grant Agreement, the Micro-Grant Agreement will prevail in relation to implementation of an awarded grant.

12.3 Modification of an Awarded Action

Grant Recipients may not materially alter the approved activities, objectives, implementation period, outputs or budget without GRC's prior written approval. Requests for modification must be submitted in writing with sufficient justification and supporting information. GRC may approve, reject or impose conditions on any requested modification, subject to applicable donor requirements.

12.4 Conflict of Interest

Applicants and Grant Recipients must take all necessary measures to prevent, identify and address situations that may compromise, or may reasonably be perceived to compromise, the impartial and objective conduct of the selection process or implementation of a micro-grant.

A conflict of interest may arise from economic interests, political or national affinity, family or emotional ties, or other relevant personal, professional or financial connections or shared interests.

Any actual, potential or perceived conflict of interest arising during the application, selection or implementation of the micro-grant must be disclosed in writing to GRC without undue delay.

Appropriate mitigation measures must be implemented where required. GRC reserves the right to assess whether measures proposed or taken to address a conflict of interest are adequate and may require additional mitigation measures, including the replacement or removal from the action of any person whose involvement creates an unresolved conflict of interest.

12.5 Fraud, Bribery, Corruption and Misuse of Funds

Grant Recipients must take appropriate measures to prevent, detect and respond to fraud, corruption, bribery, collusion, misuse or diversion of funds and other financial misconduct.

Grant Recipients, their personnel, contractors and agents must comply with all applicable anti-bribery and anti-corruption laws and must not offer, promise, give, request or accept any improper financial or other advantage in connection with the award or implementation of the micro-grant.

Any suspected or identified fraud, corruption, bribery, misuse or diversion of grant funds must be promptly reported to GRC.

GRC may suspend payments, determine expenditure to be ineligible, recover funds or terminate the Micro-Grant Agreement where appropriate.

12.6 No Authority to Bind GRC or the European Union

A Grant Recipient must not represent that it is authorised to bind, commit or speak on behalf of GRC or the European Union. No commitment, representation or undertaking may be made on behalf of GRC or the European Union without GRC's prior written authorisation.

12.7 Liability

The European Commission and GRC cannot under any circumstances or for any reason be held liable for damage or injury sustained by staff or property of a Grant Recipient while the action is being carried out or as a consequence of the action.

The European Commission and GRC cannot accept claims for compensation or increases in payment in connection with such damage or injury.

The Grant Recipient assumes responsibility towards third parties, including liability for damage or injury sustained by them during or as a consequence of implementation of the action.

The Grant Recipient will be responsible for claims arising from infringements of applicable rules or regulations by the Grant Recipient, its personnel or persons for whom it is responsible, or from violation of third-party rights.

12.8 Suspension, Termination and Recovery

GRC may suspend implementation or payments, terminate the Micro-Grant Agreement, reduce the grant or recover amounts paid where, among other circumstances, the Grant Recipient:

- materially breaches the Micro-Grant Agreement;
- provides false, misleading or materially incomplete information;
- fails to satisfy safeguarding, ethical, sanctions, procurement, reporting, audit or record-keeping requirements;
- incurs or claims ineligible expenditure;
- misuses or diverts grant funds;
- fails to address a material conflict of interest;
- obstructs an audit, verification, monitoring exercise or investigation; or
- is otherwise unable to implement the action in accordance with applicable requirements.

The detailed grounds and procedures for suspension, termination, reduction and recovery will be set out in the Micro-Grant Agreement.

12.9 GRC's Reservation of Rights

GRC reserves the right, subject to applicable donor requirements, to:

- amend, suspend, cancel or reissue this Call;
- extend the application deadline;
- request clarifications or additional information;
- reject any or all applications;
- make no award;
- make fewer awards than anticipated;
- reduce an award amount; or
- determine that particular proposed costs or activities are ineligible.

GRC may decide not to make an award under one or both Lots where the number or quality of eligible applications is insufficient to ensure that an award would represent an appropriate and compliant use of project funds. Publication of this Call and participation in the selection process do not create any contractual or other entitlement against GRC or the European Union.

13. How to Apply

13.1 Application Documents

Applicants must submit a complete application package by the application deadline. Applications may be submitted in **English or Ukrainian**.

Applicants must use the prescribed templates provided in **Annexes I–VII** and comply with the structure, instructions and applicable page limits set out in each Annex. Applicants should not materially alter or delete the headings, required fields or instructions contained in the templates. Where a section is not applicable, applicants should state “**Not Applicable**” and, where appropriate, provide a brief explanation.

The application package must include:

- a **completed Micro-Grant Application Form**, including a Concept Note covering the context, proposed activities, workplan, expected results and relevant previous organisational experience – **Annex I**;

- a **completed Budget and Budget Narrative**, prepared in EUR and providing sufficient detail and justification for the proposed costs – **Annex II**;
- a **signed Declaration of Honour, Eligibility and Conflict of Interest**, covering eligibility, accuracy of the information provided, applicable exclusion grounds, EU restrictive measures and sanctions, actual, potential or perceived conflicts of interest, absence of double funding, and authority to submit the application on behalf of the organisation – **Annex III**;
- **proof of legal registration in Ukraine**, together with the supporting documentation specified in the Annex – **Annex IV**;
- the applicant's **safeguarding and child-safeguarding organisational documentation**, including its Child Safeguarding Policy, Code of Conduct and/or equivalent organisational documents demonstrating compliance with the requirements of Section 8.1 – **Annex V**;
- **short professional profiles of key personnel** proposed for implementation and, where such personnel have been identified at the application stage, their CVs – **Annex VI**; and
- a **completed Risk Assessment** covering operational, security, safeguarding, legal, financial and data-protection risks, together with appropriate mitigation measures and contingency arrangements – **Annex VII**.

For the purposes of this Call, **Annexes I–VII constitute the mandatory application package**. Applicants must submit all applicable Annexes and required supporting documentation together as one complete application. Where an Annex requires supporting documentation to be attached, that documentation will be treated as forming part of the relevant Annex.

For **joint applications**, a separate Annex III must be completed and signed by the Lead Applicant and each co-applicant. Annexes IV and V, together with the supporting documentation required under those Annexes, must also be submitted separately for the Lead Applicant and each co-applicant. Annexes I, II, VI and VII should address the proposed action as a whole and, where applicable, clearly distinguish the respective roles, responsibilities, personnel, costs and risks attributable to each participating organisation.

GRC may request clarifications or additional supporting documentation during the evaluation and due-diligence process. Provisionally selected applicants may also be required to provide additional organisational, financial, banking, compliance or policy documentation before an award is confirmed.

Submission of an application does not create any entitlement to funding. No award will become legally binding until the applicant has satisfactorily completed GRC's due-diligence process and a **Micro-Grant Agreement** has been signed by both parties.

13.2 Application Format and Page Limit

Applications may be submitted in English or Ukrainian.

Applicants must comply with the format and page limits specified in the prescribed Annexes. In particular:

- the Concept Note contained in Annex I must not exceed three A4 pages for Sections C1–C5 combined;

- each professional profile submitted under Annex VI must not exceed one page per person; and
- the Risk Assessment submitted under Annex VII must not exceed two A4 pages, excluding the instructions contained in the template.

Mandatory supporting documentation required under Annexes IV and V is not included within these page limits.

Applicants should not include unnecessary supplementary materials unless specifically requested by GRC.

13.3 Submission Instructions

Complete applications must be submitted electronically by the application deadline specified in this Call. Applications must clearly identify the Lot under which funding is requested. Applicants should submit the completed Annexes and supporting documents as clearly labelled electronic files identifying the relevant Annex number and Applicant name. Annexes requiring signature must be duly signed. Applicants are responsible for ensuring that all files are complete, legible and accessible and that any links or electronic files submitted can be opened by GRC.

The email subject line must state:

“Micro-Grant Application – Lot [1/2] – [Applicant Name]”

Application submission email: procurement@grcompliance.org ;
zinebreffass@globalrightscompliance.co.uk

An organisation may submit separate applications under both Lots; however, the same proposal may not be submitted under both Lots, and each organisation may receive a maximum of one micro-grant under this Call. For the purposes of this limit, participation as either a Lead Applicant or co-applicant in a joint application will count as participation in an awarded micro-grant.

GRC will acknowledge receipt of applications submitted to the designated email address. An acknowledgement of receipt does not constitute confirmation that an application is complete, eligible or compliant with the requirements of this Call.

13.4 Late and Incomplete Applications

Applications received after the application deadline will not be considered, except where GRC determines that the late receipt resulted from a documented technical failure attributable to GRC.

Incomplete applications, applications missing a mandatory Annex or required supporting document, or applications that materially fail to follow the prescribed Annex templates or applicable page limits may be rejected at the administrative compliance stage without further technical evaluation. GRC may, at its discretion and in accordance with the principles of equal treatment and proportionality, seek clarification of minor administrative omissions that do not materially alter the application.

13.5 Costs of Preparing an Application

Applicants bear all costs associated with preparing and submitting an application.

GRC will not reimburse application, negotiation, due-diligence or other pre-award costs, irrespective of the outcome of the Call.

14. Evaluation and Selection Process

In accordance with the approved Description of the Action, GRC will apply a proportionate, single-stage competitive selection process. Applicants will submit their technical and financial proposals together. Selection will take into account relevance to the objectives of the Action, technical quality, capacity to safely implement child-sensitive documentation or advocacy activities, organisational capacity, risk profile, safeguarding arrangements and value for money.

14.1 Administrative and Eligibility Review

The first stage of evaluation will consist of review of administrative and eligibility documentation, including legal status and minimum required professional experience.

Applications will receive a Pass or Fail result at this stage.

Only applications satisfying the administrative and eligibility requirements will proceed to technical evaluation. The administrative review will include verification that the Applicant has submitted the mandatory Annexes and supporting documentation required under Section 13.1 and has complied with the applicable submission and formatting requirements.

14.2 Technical and Financial Evaluation

Eligible applications will be assessed by an evaluation committee appointed by GRC and comprising personnel with appropriate technical, programme and/or financial expertise. Evaluators will be required to maintain confidentiality and disclose actual, potential or perceived conflicts of interest.

14.3 Evaluation Criteria

Applications will be scored against the following criteria:

Criterion	Score
Relevance to project objectives Alignment with the objectives and applicable Lot, demonstrated need, relevance to target groups and expected contribution to project results.	20 points
Technical methodology Quality, appropriateness, feasibility and coherence of the proposed methodology, activities, workplan and expected results.	30 points
Child safeguarding approach	10 points

Adequacy of child-safeguarding, informed-consent, Do No Harm and trauma-informed measures.	
Organisational capacity, implementation feasibility and risk management Relevant organisational experience, implementation capacity, management arrangements and adequacy of identified risks and mitigation measures.	20 points
Value for money Reasonableness, necessity and proportionality of proposed costs in relation to expected results.	10 points
Sustainability/usefulness of outputs Likely usefulness, application and sustainability of the proposed outputs beyond the immediate activities.	10 points
Total	100 points

14.4 Minimum Score

The minimum overall score required for consideration for funding is 70 points.

Applicants must also receive a minimum of 5 points out of 10 for the Child Safeguarding Approach.

The final evaluation score will be calculated as the average of the scores awarded by the evaluators participating in the evaluation.

GRC may establish procedures for resolving material scoring discrepancies or evaluator conflicts of interest.

The total number of micro-grants awarded under this framework is expected to be between two and three.

14.5 Clarifications During Evaluation

GRC may seek written clarifications from applicants during evaluation.

Applicants will not be permitted to make material changes to their proposal after the application deadline.

GRC may reject an application where information provided is false, misleading, materially incomplete or cannot be verified.

Prior to signature of a Micro-Grant Agreement, GRC may engage with provisionally selected applicants to clarify implementation arrangements and refine:

- workplans;
- delivery schedules;
- indicators;
- safeguarding measures;
- risk mitigation strategies; and

- budgets,

provided such discussions do not alter the substance of the proposal or undermine equal treatment of applicants.

14.6 Provisional Selection

Achieving the minimum score does not create an entitlement to funding.

Awards remain subject to:

- ranking;
- availability of funds;
- satisfactory due diligence;
- verification of eligibility;
- budget review; and
- successful completion of the contracting process.

Where applications achieve comparable scores, or where necessary to achieve the objectives of the Call, GRC may take into account the overall geographical and thematic coverage of the portfolio when determining final awards.

Subject to the minimum scoring requirements and available funding, GRC may make more than one award under a Lot. There is no guaranteed allocation of a specific number of awards to either Lot.

14.7 Notification of Evaluation Outcome

GRC will notify applicants in writing of the outcome of the evaluation process.

Applicants provisionally selected for funding will be informed that selection remains subject to satisfactory completion of due diligence, verification of eligibility, finalisation of the budget and workplan, and signature of the Micro-Grant Agreement.

Notification of provisional selection does not constitute a legally binding award or commitment by GRC.

14.8 Procedural Complaints

An applicant that considers that a material procedural error occurred during the selection process may submit a written complaint to GRC within five (5) working days of notification of the evaluation outcome.

Complaints must identify the specific procedural issue concerned and must not constitute an opportunity to revise the application or challenge the evaluators' professional judgement solely because the applicant disagrees with its score.

Procedural complaints must be submitted to procurement@grcompliance.org with the subject line “**Micro-Grant Call – Procedural Complaint – [Applicant Name]**”.

15. Indicative Timetable

The Call will be publicised through GRC's relevant communications channels and distributed to relevant CSOs.

There will be one application stage, during which applicants will submit technical and financial proposals together.

GRC reserves the right to contact applicants for further information or clarification.

The indicative timetable for the Call is as follows:

Stage	Indicative Date
Publication of Call	11 September 2026
Deadline for questions/clarifications	17 September 2026
Application deadline	1 October 2026
Evaluation period	1-16 October 2026
Clarifications during evaluation period	9 October 2026
Notification of provisional results	19 October 2026
Due diligence and award finalisation	23 October 2026
Anticipated contract signature	23 October 2026
Commencement of activities	23 October 2026
Latest completion of activities	30 August 2027

GRC reserves the right to amend the indicative timetable where necessary.

16. Due Diligence, Award and Contracting

16.1 Due Diligence

Selection following technical evaluation is provisional and does not constitute an award. GRC will conduct due diligence on provisionally selected applicants before contract signature.

This may include verification of:

- legal status;
- governance;
- financial management arrangements;
- safeguarding;
- sanctions and restrictive-measures compliance;
- procurement systems;
- organisational policies;
- banking arrangements; and
- other relevant organisational capacities.

GRC may request additional documentation or mitigating measures. GRC may decline to proceed with an award where due diligence is not satisfactorily completed.

Where GRC decides not to proceed with a provisionally selected applicant following due diligence, GRC may, subject to available funding and the evaluation results, invite the next-ranked eligible applicant to undergo due diligence and award finalisation.

16.2 Finalisation of Workplan and Budget

Prior to signature, GRC may work with provisionally selected applicants to finalise implementation arrangements, workplans, indicators, delivery schedules, risk mitigation measures and budgets.

Such finalisation must not materially alter the substance of the selected proposal or undermine equal treatment of applicants.

16.3 Signature of the Micro-Grant Agreement

An award becomes legally binding only when the Micro-Grant Agreement has been signed by GRC and the provisionally selected applicant.

16.4 Commencement of Activities

No applicant may commence activities or incur expenditure in reliance on an anticipated award.

Eligible expenditure may only be incurred from the commencement date specified in the signed Micro-Grant Agreement.

17. Questions and Clarifications

Questions regarding this Call for Proposals must be submitted in writing by the clarification deadline specified in the Indicative Timetable.

To ensure equal treatment of applicants, GRC will not provide individual applicants with substantive guidance on how to design or improve their proposals.

Questions and answers of general relevance may be consolidated, anonymised and published or otherwise shared with prospective applicants. Any clarification, correction or amendment published by GRC in relation to this Call will form part of the Call documentation. Applicants are responsible for taking account of any such published clarification or amendment when preparing their applications.

For any issues or clarifications regarding this Call for Proposals, please contact the GRC Procurement Team at procurement@grcompliance.org.

Application Annexes and Instructions for Completion

The following Annexes form part of the Micro-Grant Application Package and must be read together with the Terms of Reference for the Call for Proposals. They are intended to provide a standard and proportionate structure for the submission and assessment of applications.

Applicants must use the templates provided in Annexes I–VII, as applicable, and follow the structure, instructions and page limits specified in each Annex. Applicants should not materially alter the format, headings or required fields of the templates. Additional information may be provided only where specifically requested or where reasonably necessary to explain the proposed action.

Annex	Document	Applicant action
I	Micro-Grant Application Form and Concept Note	Complete and submit
II	Budget and Budget Narrative	Complete and submit in EUR
III	Declaration of Honour, Eligibility and Conflict of Interest	Complete, sign and submit
IV	Proof of Legal Registration in Ukraine	Attach supporting document(s)
V	Safeguarding Policy / Organisational Safeguarding Documentation	Attach policy/policies and complete cover sheet
VI	Key Personnel Profiles and CVs	Complete profiles and attach CVs where identified
VII	Risk Assessment	Complete and submit

All applicable sections must be completed. Where a section does not apply, applicants should state “Not Applicable” and, where appropriate, provide a brief explanation rather than deleting the section.

Applicants are responsible for ensuring that the information provided across all Annexes is complete, accurate and consistent. The proposed activities, workplan, expected results, budget, personnel and risk assessment should correspond with one another and with the requirements of the applicable Lot under the Call for Proposals.

Failure to use the prescribed templates, comply with applicable page limits, or submit a mandatory Annex may result in the application being considered incomplete and rejected at the administrative compliance stage, consistent with the TOR.

GRC may request clarifications or additional supporting documentation during the evaluation and due-diligence process. Applicants will not, however, be permitted to make material changes to their proposals after the application deadline.

ANNEX I

MICRO-GRANT APPLICATION FORM AND CONCEPT NOTE

Micro-Grants Scheme – “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”

Reference	Information
EU Contract	NDICI CRISIS FPI/2026/489-863
Applicant	[Insert legal name]
Lot	☐ Lot 1 – Documentation ☐ Lot 2 – Advocacy and Campaigning
Amount requested	EUR [insert]

A. Applicant Information

Field	Applicant response
Legal name	
Registered address	
Registration number and date	
Website (if applicable)	
Primary contact: name/title/email/telephone	
Authorised representative: name/title/email	
Year established	
Lot applied for	☐ Lot 1 ☐ Lot 2
Joint application	☐ No ☐ Yes – identify Lead Applicant and co-applicant below

B. Joint Applicant Details (if applicable)

Co-applicant legal name and role

C. Concept Note

Maximum length: three A4 pages for Sections C1–C5 combined. Be concise and ensure the proposal responds directly to the applicable Lot.

C1. Context and identified need

Describe the problem/need, target groups, geographic focus and why the proposed action is needed.

C2. Proposed activities and methodology

Describe the principal activities and how they will be delivered. Explain the child-sensitive, trauma-informed, gender-sensitive and intersectional approach, where relevant.

C3. Workplan and implementation arrangements

Summarise the sequence and timing of activities, roles and management arrangements.

C4. Expected results and outputs

State the principal outputs, expected results and how progress/success will be assessed.

C5. Relevant previous organisational experience

Summarise at least three years of relevant experience, including comparable work in child protection, reintegration, documentation, evidence collection, legal aid and/or advocacy, as applicable.

D. Summary Workplan

Activity / milestone	Indicative timing	Responsible person/organisation	Expected output
[Insert]	[Month/date]	[Insert]	[Insert]
[Insert]	[Month/date]	[Insert]	[Insert]
[Insert]	[Month/date]	[Insert]	[Insert]

E. Applicant Confirmation

By submitting this application, the Applicant confirms that the information provided is accurate to the best of its knowledge and that it accepts the requirements of the Call for Proposals, subject to the terms of any Micro-Grant Agreement subsequently signed.

Name	Title	Signature	Date

ANNEX II

BUDGET AND BUDGET NARRATIVE

Micro-Grants Scheme – “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”

Reference	Information
EU Contract	NDICI CRISIS FPI/2026/489-863
Applicant	[Insert legal name]
Lot	☐ Lot 1 – Documentation ☐ Lot 2 – Advocacy and Campaigning
Amount requested	EUR [insert]

Complete in EUR. Costs must be necessary, reasonable, justified, included in the proposed action and supported by an appropriate calculation basis. Co-financing, if any, must be separately identified. Applicants should prepare the proposed budget in accordance with the eligible and ineligible cost requirements in Section 6 and, where procurement or equipment is proposed, the requirements in Section 7 of the Call for Proposals. Inclusion of a cost in the proposed budget does not constitute approval of that cost by GRC.

A. Detailed Budget

Budget category / cost item	Unit	Qty	Unit cost (EUR)	GRC request (EUR)	Co-financing (EUR)	Total (EUR)	Calculation / justification
Personnel							
Travel / vehicle rental							
Small equipment (subject to Call limit)							
Supplies							
Office running costs / rent							
Consultancies							
Events							
Psychosocial support							

Budget category / cost item	Unit	Qty	Unit cost (EUR)	GRC request (EUR)	Co-financing (EUR)	Total (EUR)	Calculation / justification
IT subscriptions							
Bank charges							
Other eligible direct cost (specify)							
TOTAL							

B. Budget Narrative

For each material budget line, explain the need for the cost, calculation basis, relationship to activities/results and any assumptions. Identify any procurement anticipated and any taxes/VAT included.

Budget line reference	Narrative justification / calculation / procurement or VAT note

C. Budget Certification

The Applicant confirms that the proposed budget does not include costs knowingly financed or reimbursed from another source and that any co-financing has been clearly identified.

Prepared by	Title	Date

ANNEX III

DECLARATION OF HONOUR, ELIGIBILITY AND CONFLICT OF INTEREST

Micro-Grants Scheme – “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”

Reference	Information
EU Contract	NDICI CRISIS FPI/2026/489-863
Applicant	[Insert legal name]
Lot	☐ Lot 1 – Documentation ☐ Lot 2 – Advocacy and Campaigning
Amount requested	EUR [insert]

To be completed and signed by an authorised representative of the Applicant. For a joint application, the Lead Applicant and each co-applicant must submit a separate completed and signed Annex III.

I, the undersigned, acting on behalf of the Applicant, declare that:

- the Applicant is eligible under the Call for Proposals and the information and documents submitted are true, accurate and complete to the best of my knowledge;
- the Applicant is not aware of any applicable exclusion ground that would prevent it from receiving the proposed micro-grant and will promptly disclose any relevant change;
- neither the Applicant nor, to the best of its knowledge following appropriate checks, persons or entities whose involvement is relevant to the proposed action are subject to applicable EU restrictive measures in a manner that would prohibit the award or use of grant funds;
- the Applicant has disclosed all actual, potential or perceived conflicts of interest relevant to the application, evaluation or proposed implementation, including relevant economic interests, political or national affinity, family or emotional ties, or other personal, professional or financial connections;
- the same costs will not be financed or reimbursed twice from the micro-grant and another EU, donor or other funding source;
- the Applicant will notify GRC promptly if any declaration made here ceases to be accurate;
- I am duly authorised to submit this application and make these declarations on behalf of the Applicant.

Conflict of Interest Disclosure

- ☐ No actual, potential or perceived conflict of interest is known.
- ☐ A conflict or potential/perceived conflict is disclosed below:

Details and proposed mitigation

Applicant legal name	Authorised representative	Title	Signature	Date

ANNEX IV

PROOF OF LEGAL REGISTRATION IN UKRAINE – COVER SHEET

Micro-Grants Scheme – “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”

Reference	Information
EU Contract	NDICI CRISIS FPI/2026/489-863
Applicant	[Insert legal name]
Lot	☐ Lot 1 – Documentation ☐ Lot 2 – Advocacy and Campaigning
Amount requested	EUR [insert]

This Annex is a supporting-document checklist. Attach clear copies of the relevant official registration document(s). GRC may request originals, certified copies, translations or additional evidence during due diligence. A single registration document may satisfy more than one of the requirements below. Applicants are not required to provide duplicate documentation where the same official document contains the relevant information.

Document	Attached	Reference / notes
Official legal registration extract/certificate	☐ Yes ☐ No	
Document showing registration number and date	☐ Yes ☐ No	
Document showing registered legal name and address	☐ Yes ☐ No	
Evidence of non-profit status, where not clear from registration document	☐ Yes ☐ No ☐ N/A	
Other supporting registration document (specify)	☐ Yes ☐ No	

Explanation of any discrepancy between the application and registration documents

ANNEX V

SAFEGUARDING POLICY / ORGANISATIONAL SAFEGUARDING DOCUMENTATION

Micro-Grants Scheme – “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”

Reference	Information
EU Contract	NDICI CRISIS FPI/2026/489-863
Applicant	[Insert legal name]
Lot	☐ Lot 1 – Documentation ☐ Lot 2 – Advocacy and Campaigning
Amount requested	EUR [insert]

Attach the Applicant’s safeguarding policy or equivalent organisational documentation. Where activities involve children, documentation should demonstrate appropriate child-safeguarding arrangements. GRC may require strengthening or supplementary measures as a condition of award.

Requirement	Document attached / section reference	Notes
Child Safeguarding Policy		
Code of Conduct		
Safeguarding reporting and referral mechanism		
Confidentiality and data-protection procedures		
Informed-consent procedures		
Background-check process for personnel working directly with children		
Safeguarding focal point / responsible person		
Other relevant safeguarding document		

Safeguarding Contact

Name	Role	Email	Telephone

Applicant confirmation: ☐ We confirm that the attached documents are current and applicable to the proposed action.

ANNEX VI

KEY PERSONNEL PROFILES AND CVs

Micro-Grants Scheme – “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”

Reference	Information
EU Contract	NDICI CRISIS FPI/2026/489-863
Applicant	[Insert legal name]
Lot	☐ Lot 1 – Documentation ☐ Lot 2 – Advocacy and Campaigning
Amount requested	EUR [insert]

Provide a short professional profile for each key person proposed for implementation. Each profile should not exceed one page. Attach a CV where the individual has been identified at application stage.

Key Person 1

Field	Details
Name	
Proposed role	
Organisation	
Relevant qualifications / professional background	
Relevant experience for the proposed action	
Experience working with children / vulnerable persons (if applicable)	
Language skills relevant to implementation	
Indicative level of involvement / availability	
CV attached	☐ Yes ☐ No ☐ Individual not yet identified at application stage

Key Person 2

Field	Details
Name	
Proposed role	
Organisation	
Relevant qualifications / professional background	
Relevant experience for the proposed action	
Experience working with children / vulnerable persons (if applicable)	
Language skills relevant to implementation	
Indicative level of involvement / availability	
CV attached	☐ Yes ☐ No ☐ Individual not yet identified at application stage

Key Person 3

Field	Details
Name	
Proposed role	
Organisation	
Relevant qualifications / professional background	
Relevant experience for the proposed action	
Experience working with children / vulnerable persons (if applicable)	
Language skills relevant to implementation	
Indicative level of involvement / availability	

Field	Details
CV attached	☐ Yes ☐ No ☐ Individual not yet identified at application stage

Add additional profile pages if required.

ANNEX VII

RISK ASSESSMENT

Micro-Grants Scheme – “No Child Forgotten: Strengthening Child-Sensitive Justice and Protection Responses to Deportation in Ukraine”

Reference	Information
EU Contract	NDICI CRISIS FPI/2026/489-863
Applicant	[Insert legal name]
Lot	☐ Lot 1 – Documentation ☐ Lot 2 – Advocacy and Campaigning
Amount requested	EUR [insert]

Maximum length: two A4 pages, excluding this instruction text. Identify material risks associated with the proposed action and realistic mitigation and contingency arrangements. The assessment should cover operational, security, safeguarding, legal, financial and data-protection risks.

Suggested scoring: Likelihood 1 (Low) to 3 (High); Impact 1 (Low) to 3 (High). Applicants may use an equivalent internal methodology if clearly explained.

Risk category	Risk description	Likelihood (1-3)	Impact (1-3)	Mitigation / controls	Contingency / response	Risk owner
Operational						
Security						
Safeguarding						
Legal						
Financial						
Data protection / information security						
Other material risk						

Overall Risk Assessment

Summarise the principal residual risks and explain whether any risk could materially delay, suspend or prevent implementation.

Review Arrangements

Explain how risks will be monitored and how significant changes or incidents will be escalated internally and notified to GRC.

Prepared by	Role	Date