

Spark: Skilled Youth, Empowered Communities, Serbia

Call for grant applications

Invitation to youth-oriented CSOs:

Grant Component 1: To provide comprehensive support to informal groups of high-schoolers in Novi Pazar, Bujanovac, and Preševo for the implementation of mini youth projects for a maximum duration of 3 months (April-June 2025)

Grant Component 2: To create and implement projects which contribute to social cohesion in Novi Pazar, Bujanovac, and Preševo, with a focus on youth from different ethnic backgrounds (April-October 2025)



British Embassy
Belgrade



Spark: Skilled Youth Empowered Communities, Serbia, is a project funded by the UK government and implemented by the British Council.

In collaboration with the [British Embassy Belgrade](#), the [British Council](#) is launching a Call for grant applications to youth-oriented CSOs under the Spark Serbia project which focuses on empowering young people to actively participate in addressing challenges within their local communities through multicultural and inclusive youth initiatives. The project combines advisory support and financial assistance to strengthen youth engagement and stronger social cohesion in local communities.

Who can apply?

- A registered citizens' association that has been active for more than 2 years, has an average annual income of more than 1.5 million dinars in the last three years and has experience in implementing grant projects with focus on youth.
- CSO must be registered in Serbia with a proven track record in implementation of donor funded projects, and preferably coming from the project's locations: Novi Pazar, Bujanovac, Preševo or their surroundings. Note this is not a restricted call on any criteria.
- Applicants must demonstrate the capacity to implement activities effectively within the set timeline.
- Applicants can apply for both grant components but can be awarded only for one.
- The successful applicant should be able to open a separate bank account or sub-account for the administration of the grant scheme under this Call.
- This grant scheme is not open to individuals, state institutions, government bodies, political and religious organizations, or representatives of the private / for-profit sector.

To apply:

- **Please submit your application** accompanied with all required documents **by e-mail** to Mina Kokot at mina.kokot@britishcouncil.org on **Monday, 3 March 2025** until 23.59
Subject of the email should state: **Application for Grant Component 1 or 2** (depending for which you apply)
- To apply it is mandatory to use official forms available on the British Council's Spark Serbia project webpage.
- Applications sent by mail or in person will not be considered.

- **Documents Required to apply for Grant Component 1**
 - a) Completed Application Form in English (download the template)
 - b) Detailed project Budget in MS Excel format in English (download the template)
 - c) Statement by the Applicant **in Serbian** (download the template)
 - d) Certificate of registration **in Serbian**
 - e) CVs of two key personnel in charge of managing grant in English
- **Documents Required to apply for Grant Component 2**
 - a) Completed Application Form in English (download the template)
 - b) Detailed project budget in MS Excel format in English (download the template)
 - c) Statement by the Applicant **in Serbian** (download the template)
 - d) Certificate of registration **in Serbian**
 - e) CVs of two key personnel in charge of managing grant in English
- **Clarification meetings:** Only shortlisted organisations will be invited to clarification meetings on Friday 7 March and Monday 10 March.
- **Notifications and starting date:** The shortlisted applicants will be notified of the results by official e-mail. Notification of the results will be posted on the official website of the British Council. Successful applicants are expected to start working on 24 March at the earliest but no later than 1 April 2025.

Selection criteria:

An Assessment Panel will evaluate the proposals on administrative and quality criteria (based on track record, experience, capacity, feasibility, clarity, budget, and the potential to create meaningful impact in the target locations).

Administrative criteria (for both components):

- The Application Form is filled out in full including the budget in MS Excel format.
- The full application (all required documents) was submitted by the requested deadline.
- Citizens' associations responding to this Call have been registered with the Serbian Business Registers Agency ("APR") before 1 January 2023 (Certificate of registration for organisation (format: PDF or scan)) and have had an average annual income of over 1.5 million dinars in the last 3 years.
- Statement by the Applicant is filled out, signed and submitted in pdf format. ("Izjava organizacije o ispunjavanju uslova i tačnosti podataka").
- Organisation can open a separate bank account, or a sub-account dedicated to administration of this grant scheme.

Additional administrative criteria for Component 1:

- CVs of two key personnel, in charge of managing grant, submitted.

Quality criteria for Component 1:

- **Track Record** – Organisation’s recent achievements in implementing similar grant projects.
- **Experience** – Experience of the team proposed to work on the grant project (evaluation of CVs of key personnel engaged on project); approach to promotion and social media
- **Capacity** – Ability to quickly process payments and maintain orderly supporting financial and project documentation; provide timely support with procurement and administration; monitor progress.
- **Budget** – The Budget is realistic and in line with the proposed activities.

Quality criteria for Component 2:

- **Track Record** – Organisation’s recent achievements in implementing similar grant projects and capacity.
- **Impact** – The proposal explains well the potential to create meaningful impact in target locations.
- **Feasibility** – The idea of local action, timeline and the budget are realistic.
- **Clarity** – There is a clear link between the objective, activities and expected results.
- **Budget** – The Budget is detailed and in line with the proposed activities.

What do we support and what is the amount of grant?

Component 1 – Support to informal youth groups in implementation of mini projects

Youth teams which consist of boys and girls of high school age are the main actors who implement activities on the ground, while CSOs as intermediary organisations provide comprehensive support so that their projects are successfully completed.

- We are looking for minimum 2 or maximum 3 civil society organisations which will provide support with management and promotion, and financial and other administration necessary for implementation of mini youth projects prepared by informal groups of high-schoolers aged 14-18 in the project’s locations: Novi Pazar, Bujanovac, and Preševo.



- Around 20 mini projects created by youth will be implemented over maximum 10 weeks from April until early June. Approximate average value of a mini project is GBP 1,100. Budgets of mini youth projects with detailed activities will be provided by the British Council.

Grant amount for a successful applicant to support youth teams ranges between 3,000 and 4,500 GBP (approx. EUR 3,600 – 5,400) and will depend upon the number of youth projects supported.

Duration of Grant Scheme Component 1 is three months.

Applicants should prepare the budget proposal based on number of mini projects they would like to administer which cannot be more than 10. If necessary, budget adjustments will be made after the clarification phase, prior to signing of Grant Agreement.

Successful applicant is expected to:

1. **Provide support** in all phases of projects' management following closely mini projects' implementation, offering solutions to potential challenges and preparing reports as per dynamic which will be agreed with British Council. The successful applicant will maintain regular communication with youth teams, Spark team which consists of project coordinators, mentors and the British Council.
2. **Increase the visibility** of work of youth informal groups throughout mini projects' implementation period following visibility and communication guidelines of the British Council. This support can include support to social media campaigns, engaging videographer, organisation of public events, creation and distribution of promotional materials, cooperation with local media to increase visibility of youth projects' activities and results so that they receive support from the wider public. The successful applicant will finance these and other activities from the grant fund dedicated to mini youth projects as per agreed mini projects' budgets.
3. **Provide support with managing budgets** and to ensure that the funds are spent appropriately and in a timely fashion in line with British Council's procedures. Successful applicant will be directly in charge of expenditure on mini projects on behalf of youth teams and in cooperation with them. It will also orderly maintain supporting financial and project documentation, process the payments on time and submit financial reports to the British Council.
4. **Provide administrative support** which entails preparation and realisation of small-scale tender procedures for all mini projects in accordance with laws of Republic of Serbia and the British Council's rules. The successful applicant is required to sign contracts with suppliers when necessary. All procedures must be documented for each mini project so as to ensure probity and transparency.



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Component 2 – Strengthening social cohesion among youth of different ethnic backgrounds in Novi Pazar, Bujanovac, and Preševo

- We are looking to support minimum 2 or maximum 4 innovative youth-focused initiatives that inspire positive change in Novi Pazar, Bujanovac, and Preševo communities, over a period of six months from April until September 2025 with an additional month for project closure.

Grant amount ranges between 6,000 and 15,000 GBP (approx. EUR 7,200 – 18,000).

Duration of Grant Scheme Component 2 is maximum seven months.

Proposed initiatives should:

- Directly involve young people and focus on community improvement.
- Foster inclusive youth participation and leadership in solving local issues.
- Promote positive messages, cooperation, gender equality, and community-based approaches.
- Provide creative and impactful solutions to improve the quality of life in the target areas.

Supported initiatives may include:

- Developing creative projects that enhance community cohesion and resilience.
- Organising youth forums, workshops, or events that promote multiculturalism and gender equality.
- Designing campaigns that raise awareness about community challenges and solutions.
- Encouraging youth-led actions and efforts outside of their ethnic groups to reach a wider community.

SAFEGUARDING

Grant awarded organisations are **required to complete Safeguarding training** of the British Council which is a requirement for all consultants and staff working with children on British Council's projects.

Disclaimer:

British Council reserves the right not to distribute grant funds if the quality of applications does not meet set quality criteria.

Contact details:

For any additional information, you may email your question to: mina.kokot@britishcouncil.org