

## Conditions for participation in the 6<sup>th</sup> edition of MiniGrants and FemFund's priorities

### I. Conditions of participation in the 6<sup>th</sup> edition of the MiniGrants. Who can apply for a MiniGrant?

The following may apply for MiniGrant:

- informal groups and collectives of **at least 3 persons**,
- non-governmental organizations (e.g. associations, foundations),

which cumulatively fulfill **all four conditions**:

- conduct feminist activities for women's rights and / or the rights of queer persons, non-binary persons, intersex persons, transgender persons,
- are run by women and / or queer, non-binary, intersex, transgender persons (the group / organization is formed and managed mostly or entirely by non-cis-male persons\*),
- feel connected with the feminist movement,
- respond to the needs of women and the above-mentioned persons living in Poland.

Guided by the Fund's values and priorities, we do not support groups/organizations that question the rights of some women, girls and/or the rights of queer, non-binary, intersex and transgender persons because of who they are, the work they do or their position in society.

*\* A cisgender person is a person whose gender assigned at birth is consistent with their perceived gender – the gender identity of cisgender people corresponds to the gender stated in their documents. FemFund supports non-male initiatives because the patriarchy discriminates against all persons who are not socially recognized as male and do not enjoy the privilege of being cis-male men.*

### II. FemFund's priorities. What initiatives do we consider particularly important?

We would **especially like to encourage and invite groups and organizations** that:

- 1) focus on women and persons with the experience of living as a woman who, for various reasons, are particularly vulnerable to discrimination (e.g. women with disabilities, non-heterosexual women, young women, women living in villages and smaller towns, economically excluded women, women from ethnic minorities, non-binary persons, intersex, and transgender persons),
- 2) self-organize, act on their own behalf, undertake local grassroots activities within their community,
- 3) develop the local feminist movement outside the largest urban centers (Lodz, Krakow, Poznan, Tricity, Warsaw, Wroclaw),
- 4) make decisions collectively, discussing and working out their position together; are not based on one-person leadership,
- 5) conduct non-standard activities and propose novel approaches to problem solving.

We encourage all groups and organizations applying to read the answers to [frequently asked questions](#). There we explain, among other things, how we understand the term "informal group," what the MiniGrant money can be used for, as well as many other questions!

### III. Rules of the 6th edition of MiniGrants

#### Submitting an application

1. You apply for MiniGrant online at [femfund.pl](https://femfund.pl). A template for the MiniGrant application is available under the "[Learn about our Grants](#)" tab. We encourage you to prepare the application in a text file and then copy the final version into the online form.
2. Your group / organization may submit only one application in a given edition of MiniGrants.
3. MiniGrants can be used to implement the feminist activities that you consider necessary and important. All expenses related to the implementation of your activities can be covered from a MiniGrant. It is up to you to decide what exactly the money should be spent on.
4. You can apply for MiniGrants with a maximum budget of **PLN 5,300** to be used between **April 10 and October 31, 2023**.
5. By submitting the application via the website [femfund.pl](https://femfund.pl):
  - a) you agree to share the content of the application with other groups and organizations that will advance to the second stage and will take part in the participatory process of selecting MiniGrants, in accordance with these rules;
  - b) you undertake to participate in the selection of other applications and to maintain confidentiality, i.e. not to disclose them to third parties and to remove applications after the completion of the selection process.

The details of the contact person for the application will not be disclosed to anyone. **Remember that part of the MiniGrant selection process is transferring the content of your applications to other groups / organizations that submitted applications. If you share sensitive data (e.g. information about your surname, gender, or origin), do it only to the extent that is comfortable for you.**

#### Selecting applications

6. The decision on which group / organization receives a FemFund's MiniGrant is made primarily by you and other participants of a given edition of MiniGrants.
7. Before sending applications to you for evaluation, the Feminist Fund team performs an initial review of all applications. Our task is to check whether the group or organization meets the conditions of a given edition of MiniGrants.
8. If there are more than 99 applications meeting the formal criteria, the Fund's team and the Advisory Board will select – for practical reasons – 99 ideas, which then pass to the next stage. While selecting them, we follow the Fund's priorities.
9. Applications for evaluation are allocated randomly. Your task is to select the three best ideas that you think should receive a MiniGrant from the pool of ten applications and give them points from 3 (highest score) to 1 (lowest score). All other applications do not receive points. We will also ask you for a brief justification of this choice.
10. It is you, within your group or organization, who independently determine the method and procedure of making decisions regarding the selection of applications. The guidance provided by the Fund's team can help in this process.

11. If your group or organization applies for MiniGrant but does not take part in the selection of applications or submits its choices after the deadline, it means that you resign from further participation and your group or organization will not receive a grant in a given edition of MiniGrants.

12. Based on your decisions, the Fund's team compiles a ranking list. Mini-grants are awarded to groups and organizations whose applications have received the highest scores – if groups / organizations receive the same ratings, the decision to grant a MiniGrant is made by the Fund's team in consultation with the Fund's Advisory Board.

13. From among the applications that were not included in the ranking list, the Fund's team, in consultation with the Advisory Board, indicates additional applications that will receive funding – a maximum of 25% of applications (the so-called strategic MiniGrants). When selecting additional applications, we follow the Fund's priorities as well as the geographic and thematic diversity of applications.

14. In case of doubts whether a group / organization on the ranking list meets the conditions of the 6<sup>th</sup> edition of MiniGrants, the Fund's team may approach the group / organization and verify who creates the group and how the group works. In justified cases, the team may withdraw the decision to award a MiniGrant.

#### **Implementation of activities financed by MiniGrants**

15. You can conduct your activities from April 10 to October 31, 2023.

16. If you plan to collect fees as part of the implemented activity, write about it in the application.

17. During the implementation of MiniGrants, the team of the Feminist Fund tries to stay in touch with the Grantees on an ongoing basis, which is related with, among other things, visits to Grantees' and documenting the implementation of planned activities.

18 The activities funded by the MiniGrant may change during their implementation, if you deem it necessary and justified by the circumstances. The important thing is that these changes still correspond to the goals and needs diagnosis described in the application. This is what groups/organizations are guided by when selecting your application for funding: the diagnosis of needs, the purpose of the activity and, finally, the specific idea.

19. The expenses financed from the MiniGrant are documented by you, and all accounting documents are stored.

20. After the implementation of the MiniGrant, we will ask you to prepare a summary of the activities conducted, together with a description of the expenses. We will also invite you to participate in the Grantee meeting summarizing the implemented activities.

21. We encourage you to share content and other materials produced under MiniGrants under free licenses. More information about free licenses can be found at: <https://creativecommons.pl/poznajlicencje-creativecommons/>

#### **Timeline of the 6<sup>th</sup> edition of the MiniGrants – 2023**

- January 23 – February 6 (until 1:00 pm) – submission of applications
- March 6 – announcing the results of the first stage
- March 8 – March 21 (by 1:00 pm) – selection of applications by groups/organizations that have passed to stage II
- April 6 – announcing the results of the 6<sup>th</sup> edition of MiniGrants

- April 10 – October 31 – **deadline for implementation of activities\*** within the 6<sup>th</sup> edition of MiniGrants and submission of a summary

\*Note: signing of contracts and transfer of MiniGrant usually takes about a month after the announcement of results – during this time we collect data for contracts, carry out calls to meet you, send contracts to you and wait for signed contracts from you. You can implement activities from April 10, but realistically the money will reach you a few weeks later.

### **Information about the processing of personal data**

The administrator of your personal data provided in the application is the Feminist Fund (ul. Wspólna 61/102, 00-687 Warsaw), represented by members of the management board, e-mail contact: kontakt@femfund.pl. We process your data in order to implement the following activities of the Fund: grant contest (collection and analysis of applications, selection of applications that will receive funding, evaluation), organization of networking, support, and educational events, as well as for contact, reporting, and archiving purposes. The legal basis for your personal data processing is article 6 paragraph 1 letter b. and f. GDPR (general data protection regulation), i.e. the implementation of legal agreement as well as legitimate interest of the controller, and also article 9 paragraph 2 letter d GDPR, i.e. processing is carried out as part of the legitimate activity conducted with appropriate safeguards by a foundation, association or other non-profit entity with political, ideological, religious or trade union goals, provided that the processing concerns only members or former members of this entity or persons maintaining with it on a regular basis in connection with its purposes and that personal data is not disclosed outside this entity without the consent of the data subjects.

Providing the above-mentioned data is voluntary, but necessary to participate in the grant event or contest.

Personal data contained in the application will be processed for 5 years from the end of the year in which the event or grant competition took place.

You have the right to:

- requests from the Personal Data Administrator to access your personal data, receive a copy of your data, rectify it, delete, or limit the processing of personal data,
- object to further processing, if you do not want us to process your data for archiving and contact purposes on the basis of a legitimate interest,
- if it is found that the data is processed in violation of the law – bring a complaint to the supervisory body – the President of the Office for Personal Data Protection.

Personal data are not subject to automated decision-making, including profiling.

Your data will not be transferred outside the European Economic Area. The data will also not be transferred to international organizations.

Please read the Privacy Policy, which is available at [femfund.pl/polityka-prywatnosci/](https://femfund.pl/polityka-prywatnosci/)