Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Application for programme contributions

Cantonal federation

Name of the federation	
Names of the members - **receiving programme contributions** - **eligible to receive project contributions**	**Title of the federation's programme 2025-2028**
Overall budget of the federation 2025-2028	**Budget of the federation's programme 2025-2028**
CHF	CHF

General remarks

- Please upload all documents to your personal Shareweb-Account by 08 January 2024.
- Documents submitted after the deadline will not be considered.
- The indicated number of characters must be respected.
- The PDF template must not be altered in any case.
- Please refer in all text fields to the corresponding sections in the programme document or annexes (specify chapter and page number).
- Please refer to the criteria checklist as published on SDC's website for the full range of criteria; criteria mentioned at the beginning of each chapter of this template are not comprehensive but meant as examples.

Required documents

- Programme documents of the cantonal federation
- Application for programme contributions
    - Annex 1: Organisational chart of the federation
    - Annex 2: Gender equality document (e.g. gender policy)
    - Annex 3: Table of results achieved with the federation's programme in the previous (e.g. 2017-2020) and current (e.g. 2021-2024) phases
    - Annex 4: Logical framework or results framework
    - Annex 5: Budget of the federation's programme 2025-2028 (see template)
    - Annex 6: Risk Management Matrix (see template)

Part A: Presentation of the cantonal federation

1	**The federation has a convincing rationale and a vision.**
	(max. 750 characters including spaces)

2	**The governance processes of the federation are transparent.**
	- Description of the governance system of the federation.
	(max. 1,000 characters including spaces)

3	**The federation uses results-oriented *corporate* planning, monitoring and reporting instruments.** *(max. 750 characters including spaces)*

4	**The federation has a well-established evaluation system.** *(max. 750 characters including spaces)*

5	**The federation has a well-established financial monitoring system.** *- Established accounting and audit procedures according to national and international standards.* *(max. 750 characters including spaces)*

Part B: Summary of the *cantonal* federation's programme

1	**General context**
	- *Key information on particularities of cantonal federations and their member organisations, their intervention strategies, objectives and policies; conditions in terms of global challenges, localization, humanitarian and human rights situation in their intervention areas, and gender equality.*
	(max. 2,500 characters incl. spaces)

2	**Track record: key results achieved with federation's programme co-financed by the SDC**
	- Please indicate relevant / most important key results.
	- As far as applicable, key results achieved by the federation and its member organisations in promoting access to Swiss expertise, innovation and services; working in the nexus; using the approach «leaving no one behind» (LNOB); promoting and respecting national ownership.
	(max. 1,500 characters incl. spaces)

3	**Coherence of the federation's programme with the strategic priorities of the SDC** *- Please refer to the development and humanitarian objectives of Switzerland's international cooperation strategy and the SDC guidance for engagement with Swiss NGOs.* *- Please refer to the 2030 Agenda and the SDGs* *(max. 2,000 characters incl. spaces)*

4	**Strategic orientation of the federation's programme**
	- *Relevance/rationale of the intervention and the difference it will make regarding poverty reduction / reduction of vulnerability and leaving no one behind (LNOB).*
	(max. 2,500 characters incl. spaces)

5	**Expected results of the *international programme* and resource allocation**
	- *Overall goal*
	- *Expected outcomes (max. 5 outcomes)*
	- *Indicators (max. 3 per outcome)*
	- *Outputs (max. 3 per outcome)*
	- *Allocation of the respective financial resources (in CHF and % of the international programme)*
	(max. 250 characters per outcome, output and indicator).

Overall goal

5.1	Outcome 1

	Budget	
	CHF	%
	Indicators	

Output 1.1

Output 1.2

Output 1.3

5.2	Outcome 2		
		Budget	
		CHF	%
		Indicators	
	Output 2.1		
	Output 2.2		
	Output 2.3		

5.3	Outcome 3		
		Budget	
		CHF	%
		Indicators	
	Output 3.1		
	Output 3.2		
	Output 3.3		

5.4	Outcome 4		
		Budget	
		CHF	%
		Indicators	
	Output 4.1		
	Output 4.2		
	Output 4.3		

5.5	Outcome 5		
		Budget	
		CHF	%
		Indicators	
	Output 5.1		
	Output 5.2		
	Output 5.3		

6	**Intervention strategy**
	- Rationale and description of the selected approach with reference to good practices and capitalisation of experience to increase feasibility.
	- Policies, structures and know-how which integrate gender equality and risk management, strengthen sustainability and promote innovation among member organisations.
	- Reflection on the promotion of localisation principles, equitable partnerships and cross-sectoral cooperation.
	- Reflection on the use of country systems by member organisations.
	(max. 3,500 characters incl. spaces)

7	**Resources needed for implementing the federation's programme** *- Resources required in terms of personnel, technology, expertise and finance in relation to the objectives of the federation's programme.* *- Contributions of cantons, communities and other donors and partners.* *- Reflections on cost-effectiveness and minimisation of transaction costs.* *- Requested contribution from the SDC, financial planning per year.* *(max. 2,000 characters incl. spaces)*

8	**Risk management of the federation's programme**
	- Main contextual, programmatic and institutional risks.
	- Planned mitigation measures for main risks, their operationalisation and monitoring.
	(max. 1,500 characters incl. spaces)
9	**Monitoring and steering of the federation's programme**
	- Description of the results-oriented monitoring system with focus on outcome level, timing and responsibilities for results-oriented monitoring and steering.
	- Timing and venues for steering.
	- Reference to realized and planned reviews and evaluations.
	(max. 2,000 characters incl. spaces)