

QUESTIONS & ANSWERS.

1. Which costs can be covered?

In general, the Lemonaid & ChariTea Foundation will cover almost all types of costs. This includes, for example, expenditure on materials, marketing costs, running costs (expenditure on transport and material), the acquisition of land and buildings, survey and evaluation costs, and project-related staff costs.

2. Where should I send my project proposal?

Please send completed project proposals via email to the following address:
projects@lemonaid-charitea-ev.org

3. Who decides whether my project will be funded?

The awarding of project funds is decided by the advisory board together with the directors of the organisation. Where necessary, external advisors are asked to give their expert opinion. The advisory board comes together after the deadline of application and recommends projects for funding. A final decision is made after the project visit. The process from application deadline to start of funding may take up to six months.

4. What happens to funds granted but not spent?

Funds not used or not required for the project must be paid back to the Lemonaid & ChariTea Foundation within four weeks.

5. Is it possible to submit multiple proposals to the Lemonaid & ChariTea Foundation?

As long as the project(s) are in line with the statutes of the Lemonaid & ChariTea Foundation and meet the criteria for funding, it is possible to submit several proposals from one organisation as long as they are separable in terms of content and administration.

6. Does the Lemonaid & ChariTea Foundation fund organisations from Germany?

The Lemonaid & ChariTea Foundation only funds organisations with projects in Mexico, Argentina, Paraguay, Sri Lanka, India and South Africa.

7. Which documents need to be submitted?

1. Completed application form
2. Completed financial plan
3. Foundation and charitable purpose certificates
4. Representative photo of the project and logo of the applicant

8. What happens if a project is not completed within the agreed time frame?

If a project is not completed within the agreed time frame, a request for an extension, including an explanation as to why this is necessary, must be submitted to the Lemonaid & ChariTea Foundation. This must be sent at least four weeks before the end of the relevant period.

9. What if the project has no access to Excel?

If the project being funded has no access to Excel, we can provide a simplified version of the financial plan. This is only possible for grants less than 25.000€.

10. How do I fill out the budget plan when I am only asking for a year's funding?

If you are only asking for funding for a one-year period, just fill out the overall financial plan and the budget plan for Year 1, and simply ignore the rest.

11. What happens if funds from other sources which form part of the budget do not materialise or are not granted after all?

If this happens, please inform the Lemonaid & ChariTea Foundation immediately so we can evaluate the situation and create a new budget.

12. In case of positive grant notification, what are the conditions for being funded?

Projects that are granted funding are asked to prepare reports on half a year basis (interim report after half a year, final report after a year and final project report after the end of the project, see also reporting guidelines). The template for this will be sent out by the Lemonaid & ChariTea Foundation.