

EMBASSY OF THE UNITED STATES OF AMERICA  
CENTRAL AFRICAN REPUBLIC



**DEMOCRACY AND HUMAN RIGHTS FUND II (DHRF II)**

**APPLICATION PACKAGE**

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AN INSTRUMENT TO SUPPORT LOCAL DEMOCRATIC INITIATIVES

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## **DEMOCRACY AND HUMAN RIGHTS FUND II**

Dear DHRF II Applicant,

Thank you for your interest in the U.S. Embassy's Democracy and Human Rights Fund II (DHRF II). The DHRF II program provides assistance through grants to indigenous civil society organizations interested in implementing small, short-term, highly targeted activities designed to show measurable results with an emphasis on change in support of human rights and democratic institutions. The DHRF II is intended to support activities that promote political pluralism, human and civil rights, and democratic institutions, rather than longer-term development-oriented activities. Economic, social, and cultural activities are funded under another mechanism, the Ambassador's Special Self-Help Fund (SSH). Common themes that DHRF II proposals may cover include, but are not limited to:

- Change in civil and political rights;
- Adherence to the Rule of Law through legal framework conducive to civil and political rights;
- Free and democratic electoral systems;
- Development of democratic principles that promote human rights and result in change;
- Increase access of women and ethnic groups to judicial and political processes.

This program is highly competitive, and requires a good understanding of the program guidelines. Applications are accepted year round, but will not be returned. Therefore, please keep a copy for your own records and do not submit original documents that you would like to be returned. Be as precise as possible when formulating your request for assistance and make sure to provide all of the required information. Complete applications should be submitted to the United States Embassy Democracy and Human Rights Fund II Coordinator, Mr. Philippe Makendebou. The DHRF II selection committee will base their decision on potential impact, feasibility, financial soundness of the proposed activity, the track record of the organization proposing the activity, and their ability to contribute to the project. Preference will be given to activities which will result in change versus awareness raising activities. We look forward to hearing from you.

Sincerely,

Frederick B. Cook  
Ambassador  
Embassy of the United States  
Bangui, Central African Republic



## **DEMOCRACY AND HUMAN RIGHTS FUND II GUIDELINES**

**To be eligible for funding your project must meet the following criteria:**

1. The proposal must help to promote good governance, the rule of law, democracy, human rights and/or domestic, civil, and legal rights.
2. Activities must demonstrate that a change in democracy and/or human rights practices or law will occur, or that beneficiaries will receive a new awareness or democratic and/or human rights principles.
3. The project should be high-impact, benefiting the greatest number of people possible. Projects which directly benefit only a very limited number of people are discouraged.
4. Funding is limited to one project, which must be completed within twelve (12) months or less.
5. Managers of a project should have evidence that they are financially responsible and will be able to account for funds sent to them. Having a bank account or establishing credit with vendors are examples of such evidence.
6. The maximum grant of DHRF funds is 22,500,000 CFA; however, most grants are less than 11,250,000 CFA.

**Certain projects, or portions of projects, do not qualify for this fund:**

1. The use of funds to influence the outcome of elections;
2. Training of military and police (including direct civic and human rights education);
3. Building construction; maintenance costs; intercontinental travel; vehicle purchase; long term recurring administrative costs (more than 12 months) such as building or equipment maintenance, rent, office supplies, or administrative salaries;
4. Funds for labor unions (other than for allowable democracy and human rights related projects);
5. Conference or workshops that lack a specific and clear goal;
6. Health-related or economic development and humanitarian assistance projects;
7. Research projects without an action-oriented activity component (e.g. presentation of research at a workshop for policy makers);
8. Cultural rights programs including social welfare programs or general education projects that promote social or cultural aspiration.

**For more information on the U.S. Embassy Democracy and Human Rights Fund II please contact the  
DHRF II Coordinator:**

Philippe Makendebou  
DHRF II Program Coordinator  
[MakendebouP@state.gov](mailto:MakendebouP@state.gov)  
O: (236) 21 61 02 00 ext. 3289



## **DEMOCRACY AND HUMAN RIGHTS FUND II**

### **SAMPLE PROJECTS**

#### **Awareness Raising Activities:**

A media campaign intended to influence /sensitize legislators on the rights of women and children.

#### **Activities Resulting in Change:**

A media program that resulted in changes to the laws governing the rights of women and children; an education program for village elders and legislators that led to legal changes in women's rights for divorce, physical and/or fiscal protection; publication of a manual that the Ministry of Social Welfare adopted as its policy regarding the rights of the disabled.

- Human Rights: Education, Human Rights NGO Start-Up, Prisoner Rights, Prison Conditions
- Legal: Distribution of Laws and Constitutions, Legal Association Start-Up, Legal Aid
- Judicial: Training of Court Officials, Improving the Judiciary's Efficiency, Training on the Role of the Judicial Branch in a Democracy
- Legislative: Training of Legislative Officials, Improving the Legislature's Efficiency
- Electoral: Assistance with Election Monitoring
- Conflict Resolution: Activities Promoting Tolerance Among different Sectors of Society
- Civic Education: Journalist Education on a Free Press, Journalist Organization Start-Up Assistance, Public Awareness Campaigns of Voting Rights and/or the Social Costs of Corruption
- Women's and Children's Rights: Education, Counseling and Legal Support for Abused Women; Prevention of the Trafficking of Women and Children

#### **Democracy and Human Rights Fund II Application Schedule:**

Applications are accepted year round, with grant awards in April of each year.

#### **To apply for the Democracy and Human Rights Fund II:**

1. Submit the complete application package to the DHRF II Coordinator.
2. Project selections will be announced in April of each year.



5. Name of the Person to be Responsible for the Project: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

6. Project Description: Please give a brief description of the context in which the activity is set, and the rationale and purpose for the activity. Include a clear statement of how such activities promote human rights or support political pluralism and the creation of more open, democratic societies. Indicate how the activity addresses issues of democracy and human rights, and who will benefit from the activity. Indicate if the impact of the activity is to effect change. If so how, or is it to bring about awareness of issues of democracy, civil society, human rights, free speech, open and free elections, good governance or other related issues.

7. Length of the Project: \_\_\_\_\_  
Note: All project must be completed within one year.

8. Beneficiaries: Who will *immediately and indirectly benefit* from your project? How many people?  
Men \_\_\_\_\_ Women \_\_\_\_\_ Children (age 0-18) \_\_\_\_\_ Total \_\_\_\_\_

9. **Project Management:** Explain how and who will manage and implement the activity and identify any potential implementation problems and how they will be addressed and overcome.

10. **Detailed Budget:** Provide a detailed budget explaining the costs associated with each of the budget line items, e.g. a list of individuals and the amount to be paid, basis for the travel costs, a list of equipment to be purchased and its estimated cost, and other relevant information to support the proposal's budget.

11. **Activity Timeline:** Please provide a detailed timeline for your proposal.

I certify that the information herein mentioned is true and accurate.

Your name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

Tele: \_\_\_\_\_ Date: \_\_\_\_\_