



DIGITAL SPARK - GRANTS APPLICATION FORM

(Eastern Europe and Central Asia)

Before applying, please confirm that you have read the Call for Proposals, Application Guidelines, and FAQ. Only complete and eligible applications will be considered. The form below is intended ONLY for informative purposes, and it is not intended to be filled in.

You will be only eligible for the Grant Call if you fulfill the application form that can be found [here](#).

Once the form is fulfilled, it needs to be signed and stamped by the authorized legal representative and sent via email to GrantsEECA@metamorphosis.org.mk along with the supporting documents in English. You need to register in your email address to save and print the application form.

APPLICANT INFORMATION

(Note: Institutional Stability Grants are available only to legally registered CSOs.)

1.1 Applicant Type

- Legally registered Civil Society Organization
- Informal group / unregistered initiative
- Individual activist

- Institutional Stability Grant**

- Strategic Growth Small Grants**

Institutional Stability Grant (USD 13,000)

1.2 Organization / Applicant Details

- Legal name of organization:
- Country of operation:
- Year of registration:
- Address:
- Website or social media page (if available):
- Contact person (name & role):
- Email address:
- Phone number (optional):



Digital Democracy Initiative

1.3 Organizational Mission

(Maximum 150 words)

Describe your mission, core values, and main areas of work.

1.4 Annual Budget & Key Donors

- Approximate annual budget in the last two years (USD):
- Key donors or funding sources (if any) in the last three years:

PROJECT OVERVIEW

2.1 Project Title

2.2 Project Duration

(6 months – April to September 2026)

Start date: 1.4.2026

End date:

2.3 Requested Grant Amount (USD)

(Must not exceed the limit for the selected grant type)

2.4 Project Summary

(Maximum 200 words)

Briefly describe the problem you are addressing, your proposed solution, and why this project matters for digital democracy and civic space.

PROJECT DESCRIPTION

3.1 Project Objectives and Expected Outcomes

(Maximum 400 words)

Clearly state:

- The main objectives of your project;
- The expected outcomes and changes your project will contribute to;
- How does the project strengthen digital democracy, civic participation, transparency, and/or human rights.





Digital Democracy Initiative

3.2 Digital / Technological Component

(Maximum 300 words)

Describe the digital tools, technologies, or methods you will use.

Explain:

- What technology is involved;
- How it will be used;
- Why is it appropriate for your target group?

3.3 Target Groups and Inclusion Strategy

Describe:

- Who your primary target groups are;
- How you will engage women, youth, LGBTQI+ persons, rural communities, or other marginalized or underrepresented groups;
- How inclusion is embedded in your project design.

3.4 Project Activities and Timeline

(Maximum 400 words)

List your main activities and provide a brief timeline for implementation.

3.5 Risk Analysis and Mitigation

(Maximum 200 words)

Identify potential risks (political, digital, operational, security, or implementation risks) and explain how you plan to mitigate each of them.

3.6 Monitoring and Impact Measurement

Describe:

- How you will measure success and impact;
- Key indicators (outputs and outcomes);
- Data collection methods (e.g. analytics, surveys, and participant feedback).

3.7 Sustainability

Explain how the project results will be sustained or scaled after the grant period ends.

3.8 Capacity building support

How will it support the development of your organization and what learning outcomes you expect?





Digital Democracy Initiative

ORGANIZATIONAL CAPACITY

4.1 Relevant Experience

(Maximum 300 words)

Describe your previous experience in:

- Digital democracy
- Civic tech
- Digital rights
- Media integrity
- Rights-based advocacy or civic participation

4.2 Partnerships and Networks

(Maximum 150 words)

List key partnerships, coalitions, or networks you are part of (local, national, or regional).

4.3 Financial Management Capacity

(Maximum 100 words)

Briefly describe your financial management system, including budgeting, record-keeping, and reporting practices.

Institutional grantees will act as Local Capacity Hubs — delivering one advocacy campaign and hosting at least one local learning or networking event. Please confirm your availability for this activity.

Yes, we are available to act as a Local Capacity Hub, deliver one advocacy campaign and host a local event

No, we are not available to act as a Local Capacity Hub, deliver one advocacy campaign and host a local event

FELLOWSHIP INTEREST

Institutional grantees will have the opportunity to send or host one representative from another organization for a one-month Fellowship exchange. All costs regarding the Fellowship will be covered directly by the Metamorphosis Foundation. However, the host is expected to provide assistance regarding logistics (organizing the accommodation of the participant and providing a working space).

Would you be interested in hosting a one-month Fellowship exchange?

Yes

No

If selected for a grant:

Would you be interested in nominating a staff or team member for a one-month Fellowship exchange?





Digital Democracy Initiative

Yes

No

SUPPORTING DOCUMENTS

Institutional Stability Grants

Annex B Detailed Budget (USD)

Legal Registration Certificate

Organizational Statute in English

CVs of key staff/project team

Annex D Portfolio of similar implemented projects in the past 3 years

Annual narrative reports for 2025, 2024, 2023

Annual financial reports for 2025, 2024, 2023

Signed Annex E Data Protection & Ethics Statement

DECLARATIONS

I confirm that all information provided is accurate and complete.

I confirm compliance with ethical, rights-based, and responsible use of digital technologies.

I understand that false information may result in disqualification.

I agree to data processing in line with the project's Data Protection & Ethics Policy.

Strategic Growth Small Grants (up to USD 4,500)

1.1 Applicant Details

- Legal name of organization / group / individual:
- Country of operation:
- Year of registration (if applicable):
- Legal status (registered / unregistered / individual):
- Address:
- Website or social media page (if available):
- Contact person (name & role):
- Email address:
- Phone number (optional):

1.2 Organizational/Informal Group Mission

(Maximum 150 words)

Describe your mission, core values, and main areas of work.





Digital Democracy Initiative

1.3 Annual Budget & Key Donors (Optional)

- Approximate annual budget (USD) (if any):
- Key donors or funding sources (if any) in the last three years:

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Digital Democracy Initiative

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Digital Democracy Initiative

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SUPPORTING DOCUMENTS

- Annex B Detailed Budget (USD)
- Document outlining mission, vision, and previous activities
- CVs of key team members
- Signed Annex E Data Protection & Ethics Statement
- Annex D Portfolio of similar implemented projects in the past 3 years

- Legal Registration Certificate (not applicable for informal groups/individuals)
- Organizational Statute (not applicable for informal groups/individuals)
- Annual narrative reports for 2025, 2024, 2023 (not applicable for informal groups/individuals)
- Annual financial reports for 2025, 2024, 2023 (not applicable for informal groups/individuals)

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