

# **VOLUNTARY TRUST FUND**

## **Call for Project Proposals**

**For 2019 implementation**

## VTF BACKGROUND

### Introduction

1. The objectives of the Arms Trade Treaty (ATT), which entered into force on 24 December 2014, include the establishment of the highest possible common international standards for regulating or improving the regulation of the international trade in conventional arms, as well as the prevention and eradication of the illicit trade in conventional arms and the prevention of their diversion.
2. Article 16(3) of the ATT provides for the establishment of a Voluntary Trust Fund (VTF) to support national implementation of the Treaty and encourages all States Parties to contribute resources to the Fund.
3. The VTF was formally established in August 2016 by the Second Conference of States Parties to the ATT to operate under its approved Terms of Reference (ATT/CSP2/2016/WP3/Rev.1).
4. The VTF is financed through voluntary contributions by donor States, with contributions to the VTF opened throughout the year.
5. The VTF shall disburse funds to ATT implementation projects according to the provisions of its Terms of Reference and Administrative Rules. Where necessary, OECD DAC guidelines for development cooperation may also apply.

### VTF Aim

6. The VTF aims to assist requesting States requiring international assistance to implement their Treaty obligations, including with respect to 'legal or legislative assistance, institutional capacity building, and technical, material and financial assistance'.

### Administration

7. The VTF is administered by the ATT Secretariat assisted by the VTF Selection Committee consisting of 15 States Parties appointed by the Second Conference of States Parties, including States that have announced financial contributions to the Fund and ensuring diverse representation.

## CALL FOR PROJECT PROPOSALS

### Applicable Timeline

8. Under this Call for Project Proposals the VTF will accept Grant Applications on Treaty implementation **from 15 October 2018 – 16 January 2019**, with grant approvals set for February-March 2019.

### Eligibility

9. The VTF Terms of Reference pronounce as follows on eligibility:

*'Any State Party to the ATT requiring assistance in the implementation of the Treaty may submit a project proposal.*

*Signatory States and other States having shown clear and unambiguous political commitment to accede to the ATT requiring assistance to implement the Treaty may also submit project proposals.*

*Assistance projects required by requesting States may be implemented by or in conjunction with UN agencies, international or regional organisations, civil society organisations or other competent bodies. Applicant must be the beneficiary country /countries'*

### Focus

10. The VTF accepts Grant Applications for projects that support requesting States requiring international assistance to implement their Treaty obligations including *'legal or legislative assistance, institutional capacity building, and technical, material and financial assistance'*.

### Duration and Implementation Period

11. Unless agreed otherwise, all VTF projects shall have an implementation period of one year or less starting immediately after the signing of a Grant Agreement between the VTF and the grant recipient. Projects of longer duration and later commencement date shall also be considered.

### VTF Budget Cap

12. States are encouraged to submit project proposals of any size and complexity but are asked to note that a budget cap of US\$100,000 applies.

### Project's Co-funding

13. The VTF is open to co-funding of projects. However, VTF Grant Applicants are encouraged to secure a project funding partner prior to applying to VTF for project co-funding.

### States' In-kind Contribution

14. States are requested to indicate their in-kind contribution (i.e. personnel, office space, etc.) to the project to offset certain budget line items.

## APPLICATION PROCESS

### Application Form

15. All VTF Grant Applications should be submitted in the VTF prescribed form which can be downloaded from the ATT website at: <https://www.thearmstradetreaty.org/voluntary.html?tab=tab3> in English, French and Spanish. All fields of the Grant Application Form (Annex 1) are mandatory and must be completed in full including the Detailed Budget Form (Annex 2).

16. Applications submitted in any form other than the VTF prescribed form shall not be considered.

### Submission of Grant Applications

17. All VTF Grant Applications must be submitted by mail to: [trustfund@thearmstradetreaty.org](mailto:trustfund@thearmstradetreaty.org). With the VTF Grant Application forms being in English, French and Spanish, **applications in French and Spanish should be accompanied by an English translation.**

18. The deadline for submission of VTF Grant Applications is **16 January 2019** at 24h00 Geneva, Switzerland time.

## Selection Process

19. The VTF project selection process shall be guided by the VTF Terms of Reference with particular reference to 'The General Principles for Implementation Assistance Projects under the ATT Voluntary Trust Fund' and the 'Guidance for the Selection Process' ([ATT/VTF18/2018/CHAIR/315/SCGuidance](#)) developed by the VTF Selection Committee. The said General Principles provide for both the eligibility criteria and the selection criteria.

20. **Phase One:** Received Grant Applications shall be pre-screened by the Secretariat for compliance with the application requirements and/or eligibility criteria. The Secretariat shall draft a shortlist of eligible projects, relying on outside expertise as appropriate and needed, by 01 March 2019, subject to approval by the Selection Committee.

21. Along with short-listed projects, applications that fall short of the set eligibility criteria shall be accounted for fully, recorded and forwarded to the Selection Committee for information.

22. To the extent possible the Secretariat will endeavour to advise the Selection Committee of any overlap/duplication with projects funded by UNSCAR or other entities.

23. **Phase Two:** the Selection Committee shall consider the shortlisted project proposals by applying the set VTF Terms of Reference selection criteria and the 'Guidance for the Selection Process'. As required, shortlisted project proposals could be considered against OECD DAC guidelines for development cooperation, as well as any other conditionalities applied to donations.

24. By 29 March 2019 the Selection Committee shall decide on the list of project proposals to be funded by the available VTF budget for the 2019 project cycle. In anticipation of additional funding to come through before the next project cycle, the Selection Committee may decide on a list of project proposals that may be funded if additional funding is secured before the next project cycle.

## Grant Agreement Preparation

25. Once a project has been approved, the Secretariat shall enter into discussion with grant recipients with a view to setting up the projects control framework to facilitate the projects' financial transfers, reporting, monitoring and evaluation.

26. On completion of the project control framework, a Grant Agreement shall be concluded between the VTF and grant recipients.

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