

# **Levi Lassen Foundation- Grants Program**

## **Guidelines for Applicants**

The Foundation receives many applications each year and cannot fund them all. In order to increase your chances of receiving a grant, we recommend that you carefully read and follow the guidelines before submitting an application, making sure that your project and organization are eligible for funding. Please feel free to consult with our representative in Israel prior to applying.

Non-profit organizations which meet the requirements and guidelines are invited to apply for funding. Applying to the Foundation does not guarantee funding.

### **Eligibility**

- Organizations officially registered as non-profits in Israel (amutot, community interest companies, and charities) with valid authorization of non-profit status (rishum amuta), proper management certificate (nihul takin) (unless the organization exists for only a short time) and valid certification from tax and VAT authorities (Ishur nihul sfarim ve nikuy mas). Start-up NGOs do not need a nihul takin.
- The age of the amuta is not relevant but preference will be given to those amutot that have already proven successful in their work.
- Projects must be carried out in Israel, excluding occupied territories.

### **2024 Grant Award Focus:**

The Levi Lassen Foundation supports organizations or projects that educate, provide training, support, provide life skills, help integrate in society and/or empower young Ethiopian-Israeli women and men (ages 15-30).

- The project must have at least some synergies with the overall vision and mission of the NGO
- The project (not necessarily the NGO) must be of a grassroots nature, so also small innovative projects of a large NGO will be considered.
- The project must have a down to earth impact and, at least on the face of it, make a difference.

**The Foundation does *not*, as a rule, fund the following**

- Individuals (including scholarships, food and equipment distribution to individuals)
- Projects with a political agenda and advocacy work
- Pure arts (e.g., music, dance, vocal, theatre, films, drawing, sculpture)
- Formal education
- Hospitals, medical treatment or equipment
- Projects geared towards special needs communities.
- Religious activity
- Academic research
- Universities and colleges
- Construction and renovation costs
- Municipalities and schools
- Trauma, post trauma, rehabilitation and emergencies
- Projects where the activity undertaken is clearly the responsibility of the government.

**Additional Application Criteria**

Levi Lassen Foundation grants are up to 15,000 Euros a year and are given for a period of one year. Grantees may apply for a renewal grant. (Subject to sending in an evaluation report, which must be approved by the Foundation). However, an applicant whose request has been rejected must wait **2 years from the time of the last rejection** before reapplying.

**Applications must be sent via the website [www.levilassen.org](http://www.levilassen.org) only.**

**For more information, please contact our Israeli representative by email:  
[hannan@minuf.co.il](mailto:hannan@minuf.co.il)**

Website: [www.levilassen.org](http://www.levilassen.org)

## When to apply

Applications are accepted throughout the year. Go to [www.levilassen.org](http://www.levilassen.org) for updated submission deadlines.

## How to apply to the Foundation for a grant - Two-Stage Application Process (Letter Of Intent + Full Application)

1. Complete the Levi Lassen **Stage 1- LOI** in English and submit it via our website.
2. Within two weeks you should receive the foundation's decision whether you are invited to submit a **Stage 2- Full application**.
3. Submit your **Stage 2- Full application**. Your application will be discussed by the grants committee. **At Stage 2- full proposal please limit both the Project Description and the Organization Narrative to two pages and up to 500 words each. Longer texts will be returned to the applicant for correction.**
4. After the committee's decisions formal notifications will be sent to all applicants.
5. It is important to note that throughout the process you will receive e-mail notifications, such as confirmation of receipt of documents. These notifications should not be construed, in any way, as confirmation of the Foundation's intent to grant the request; the Foundation reserves the right to reject the proposal at any stage. Only a formal letter which includes details of the amount and conditions of approval of the grant as well as appendixes to be signed, may be considered official notification of the Foundation's intention to enter into a funding commitment.

## With whom to consult with before submitting your initial proposal?

- You may address questions to Hannan Serphos, our Israel advisor: Tel: 08-9263422 / hannan@minuf.co.il
- You can also address questions to the allocation office in The Netherlands, Stephanie van Westrhenen (+)31 70 365 39 30 or: info@levilassen.nl

## Tips for applying

1. Grants must be submitted in English.
2. The project for which you are seeking funding should reflect the organization's passion and a genuine need. Be sure to explain why the need is acute. It is best to avoid tailoring the description of the program to suit the Foundation's preferences.
3. Be honest. Describe the project and the need it addresses clearly and avoid exaggeration. We are sensitive to the limitations of organizations operating with small budgets. Each project has its risks, weaknesses, and challenges. We appreciate and respect applicants who openly report these.
4. In your description, please differentiate between requests for ongoing support of existing programs and funding for a new project. Please do not attempt to 'repackage' an existing

program as a new project, as funding is available to support ongoing operational costs and each application will be considered in its own right. If your organization is seeking support for operational costs and funding for staff, please say so explicitly. Administrative costs may also be included in your budget expenses; however, we do not accept requests for exclusively administrative overhead. Administrative costs, where they exist, should be clearly noted.

5. Be sure to complete the application form fully. If you are convinced that a question is not applicable, mark N/A in the space provided, but please avoid leaving questions unanswered, as these may lead to delays in or rejection of your application.
6. The schedule and deadlines you are given by Foundation staff are fixed and not intended to serve merely as guidelines.
7. Applications are accepted only through our website [www.levilassen.org](http://www.levilassen.org). Wherever possible, please scan other related materials and send via e-mail as well. We seek to run a paper-free office and appreciate your help in conserving our planet's resources.
8. Any questions or remarks? Please do not hesitate to contact us. We are here to assist you.

**Help Line:**

The Foundation makes every effort to address your needs; however, should you have a comment regarding the way in which we have operated we will be happy to receive your written comments. Please include your grant application number in any correspondence with us. Comments should be addressed to [hannan@minuf.co.il](mailto:hannan@minuf.co.il) or [info@levilassen.nl](mailto:info@levilassen.nl).

**Note:**

Please note that our accountant in Israel may want to conduct an audit of your accounts in regard to the project(s) which received a grant.