

Guidelines Call for Concept Notes

Promotion of a Safe and Inclusive Society in BiH

Deadline for Submission: 13.02. 2026

Brief about Frieda

Frieda - the Feminist Peace Organisation (former cfd) is based in Switzerland. Frieda is active in international cooperation, as well as in migration politics and advocacy for feminist peace politics in Switzerland. Frieda is independent of political and religious affiliation and oriented towards a vision of a good and self-determined life for every human being, regardless of gender, ethnic background, and religion. In international cooperation, Frieda is fostering long-term partnerships with local non-governmental organisations in the Middle East, the Maghreb region, and South-East Europe.

Background

Frieda's focus areas of work are sexual and gender-based violence (SGBV) in all its forms (physical, psychological, structural), social and political participation of women and youth, and economic empowerment of women.

Within the framework of its strategy 2025-2028 and the further development of its programme, Frieda seeks to adapt its goals in South-East Europe to changing needs in society, with a focus on target groups, especially women and girls, who are affected by intersectional discrimination.

In order to reach broadly sustained and sustainable results, Frieda generally supports its partner organisations throughout phases of 10 years (3 times 3 years). Our focus is on projects tackling challenges through approaches that target the individual (micro), the community (meso), as well as the political or society (macro) level.

Frieda defines peace not only as the absence of physical and / or psychological violence, but also as a state in which every individual is free to follow his / her own aspirations and dreams. Hence, peace encompasses the absence of discrimination and structural violence as well as the access to the necessary resources (financial, material, information / education, rights) in order to lead a self-determined life.

Frieda's and its partner organisations work with human rights-based, conflict-sensitive, and gender-transformative approach and aim at empowering the project participants.

Part I: Description of the Process and Proposal Criteria

As a first step of the selection process, interested organisations should submit a concept note describing the proposed project (please find template attached). Details concerning the project scope, the budget, selection criteria and the timeline are described below.

Based on the concept notes, Frieda will invite up to five organisations to submit fully elaborated project proposals. Following the review of project proposals, interviews with short-listed organisations will be held prior to awarding the grant to one partner organisation.

The applicant's proposal should be within the below described scope, taking into consideration the following criteria:

1. Project Scope:

The project should address one or more of the following topics:

Sexual and Gender-Based Violence (SGBV): Prevention of and response to sexual and gender-based violence, including legal and psychosocial support to survivors of violence; building resilience of women, including responses to online violence, harassment and abuse, as well as to hateful or biased narratives against women in public discourse.

Conflict Transformation: Intergenerational exchanges among and between women through mentorship, learning and joint actions; building bridges and dialogue across regions.

Sexual and Reproductive Health and Rights: Promotion and awareness raising activities related to promoting gender equality and rights which underpin SRHR (e.g. access, autonomy, decision-making in relation to SRHR).

2. Approach: Frieda is looking for organisations whose work is aligned with the topics and approaches mentioned. The following aspects are considered as assets:

- **Holistic** projects that promote safe and peaceful societies, recognizing the intersectional nature of issues that women face in Bosnia and Herzegovina.
- **Inclusive** approaches that target and connect different generations, or individuals of diverse ethnic or gender groups.
- **Innovation**, testing out and presenting new perspectives and solutions.
- **Collaboration** of grassroots organisations and networks co-implementing projects, including universities, media outlets, and government institutions.

3. Structure of the Concept Note:

The structure of the concept note along with the points awarded for the different sections are described in the template. The concept note is a short description of the project which – in case of selection and successful implementation – should be continued and further developed for several years. It follows

the structure of the project proposal, which short-listed applicants will elaborate in a second step. The concept note includes the following:

- **Context & Problem Analysis:** Presentation of an in-depth, facts-based problem analysis (please mention own research, if any) as well as similar actions that have been / are being implemented in the project area, showing the need of the planned project.
- **Project History:** Your organisation's capacity and experience in the project area as well as in the topic of the project. Why is your organisation the right one to implement this project? What are your networks and how do you coordinate with other actors to implement the project?
- **Theory of Change:** Explain the project's envisaged long-term impact for the target group(s) and describe how you aim to achieve the relevant outcomes through your project outputs (following the logframe matrix).
- **Project Management and Implementation Methodology:** Describe your project management system and the chosen methodology in order to guarantee an efficient and effective implementation of the project.
- **Further development of the project:** Describe how you would continue and further develop the project after the pilot phase.
- **Sustainability:** Elaborate on the sustainability of the planned project and its impact on the target group(s) on different levels (individual, collective) beyond the project duration. Empowerment and capacity strengthening of the target groups as well as of other actors (including the implementing partner) should form an integral part of the project.

4. Target Group:

Women and girls, who are survivors of violence or are affected by intersectional discrimination, youth, men, their families, communities, and peers.

5. **Project location:** Bosnia and Herzegovina; projects in smaller towns or rural areas shall be given a priority.

6. Duration of the project:

Inception phase: July 2026 – December 2027 (evaluation by mid-2027)

First project cycle: 1st of January 2028 – 31st of December 2030.

Subject to successful performance in the first project cycle, a second and third project cycle can be granted. At this stage, organisations are submitting a concept note for the inception phase only.

7. Budget and eligible costs:

2026: up to Euro 30'000 (6 months)

2027: up to Euro 50'000 (12 months)

The pilot project will not cover expenses for vehicles, scholarships, travel abroad or extensive research.

Part II: Organisational Capacity Criteria for Eligible Organisations

- I. **Type of organisations:** Local women's organisations, human rights organisations, organisations engaged in women's peace and security, and other interested NGOs with defined gender-transformative and inclusive strategies.
- II. **Legal status:** Organisations must be registered as NGOs in Bosnia-Herzegovina and must have been operating for at least three years. All applicants must report any potential conflict of interest within governing and management structures.
- III. **Budgetary requirements:**
The budget for the project should be similar to the projects the organisation has implemented so far. In case that the project budget exceeds the size due to upscaling, the organisation must demonstrate sufficient human resources, administrative and management capacities to implement it.
The budget for the project should not exceed 40 % of the overall budget of the organisation.
- IV. **Audit report:** Shortlisted organisations must present certified financial audit reports for the past 2 years.
- V. **Commitment to gender equality and organisational development:** Interested organisations must demonstrate that they have functional structures, qualified staff and proven experience in the field of gender and human rights. They should be ready to commit and strengthen their capacities in the future.

Not eligible: previous grantees supported by Frieda (former cfd) and representative offices.

Application process:

1. Interested organisations who meet the above-mentioned criteria are invited to fill in the following (see template):

Part I: Concept Note, including relevant information, statute, and experience of the applicant

The application form must be submitted in word format.

Part II: Cost breakdown

Part III: Official Registration

Only NGOs registered in BiH are eligible. The registration must be submitted as an annex.

2. Complete application consisting of filled in template should be sent to: friedabih@gmail.com

3. Please note that **only** organisations with completed application will be considered.

4. Inquiries about the **application process** should only be submitted **in English** to the email: friedabih@gmail.com until latest February 6, 2026. Please note that inquiry emails received after this date will not be answered.

5. Deadline for submitting the Concept Note is February 13, 2026. Any proposals received after this deadline will not be considered.

Time-line selection process:

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| 1. Online information session ¹ | 29.01.2026 |
| 2. Inquiries about application process until: | 06.02.2026 |
| 3. Deadline for submitting concept notes: | 13.02.2026 |
| 4. Organisations informed about the results of the call: | 17.03.2026 |
| 5. Deadline for short-listed organization to submit the full proposal: | 13.04.2026 |
| 6. Interviews with short-listed organisations: | May/June 2026 |
| 7. Grant awarding: | June 2026 |
| 8. Proposal adjustments, signing contract: | June 2026 |
| 9. Start of project implementation/inception phase: | July 2026 |

¹ To be joined via Zoom Link at 10.00h. Please register until Tuesday, January 27th 2026
via:
<https://us02web.zoom.us/meeting/register/tZMrdumpqj0oEt1JWKzJCKO45XR-C75nxmj1>