



KAHANE FOUNDATION

HELPING PEOPLE TO CREATE A DIGNIFIED
AND PEACEFUL LIVING ENVIRONMENT.
FOR THEMSELVES. AND THEIR NEIGHBOURS.

Frequently Asked Questions (FAQs)

Please note: if your question does not appear on this list, write us a message using our contact form (<https://www.kahanefoundation.org/contact/>), and we will do our best to answer your question as soon as possible.

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I General questions

How can I access the application forms?

First-Step Application Form: Generally, the only possibility to get to the First-Step application form is via a link on our [Funding Page](#) which is active during the published funding period. Outside of our application period, this form can only be accessed by invitation.

Second-Step Application Form: The Second-Step application form is an invitation only form and is based on the submission of the First-Step application form.

Project Report Form: A link to the Project Report form is sent to grantees upon the board's decision to fund the project (usually in early April). If you have lost this link, please write us an email asking us to resend it.

Running Project Application Form: The link to the Running Project application form (also called the application form for previously funded projects) can only be obtained via invitation and is based on the submission of the Project Report form. The Project Report form **MUST** be submitted (as either an interim or final report) before consideration as a Running Project.

How do I know which form to use?

First- and Second-Step application forms: Unless otherwise specified, all unsolicited (new, "first-contact") applications for funding must complete and submit the First-Step Application -- a link to which is available on our [Funding Page](#) during application periods. After the First-Step application form has been submitted, it will be determined if your project should be invited to continue to the Second-Step application form.

Application form for previously funded projects: Organisations with a project which was funded by the Kahane Foundation in the previous funding period that wish to re-apply for funding (for the continuation of the project), must first inform us of their intent to do so. After informing us of the intent to re-apply, it will be determined (based on the submitted Report Form) if the organisation should be allowed to re-apply for funding for the project.

Project Report form: All projects which have been funded are asked to submit a Project Report form approaching the end of the funding period. A link to this form will be sent to active project partners after receiving funding. The Project Report form is a requirement for previously funding projects wishing to re-apply.

My organisation's project is not yet completed, however, we have been asked to complete a Project Report form. How should we proceed?

Our Project Report form can be used as either a Progress Report or a Final Project Report. It depends on if the Project has come to a close, or if it will be continued in the next year. This form is meant to give us brief summary of how the project has developed (or has been developing) as well as insight in how significant an impact our contribution has made (or is making) on the project.

Are there maximum or minimum limits to funding which can be requested?

The Kahane Foundation does not publish any max/min funding sum, as need varies greatly from project to project. The award amount depends on both the project's need and our evaluation.

Are there maximum or minimum limits to the percentage of a project's total budget which can be requested as funding?

The Kahane Foundation does not publish any number in this regard as it varies greatly from project to project. That being said, trends indicate that as the amount of funding requested approaches the total budget of the project, it becomes less likely that the project will be funded by our foundation.

Can an organisation submit more than one application for funding?

Generally, we accept only one application per organisation. This is due to the volume of project applications which we receive, and helps to give all potential projects a "fair chance" at receiving funding. If an organisation has two or more projects in mind, we ask that the organisation apply only for that project which it determines to have the most need/ highest priority.

Can an organisation apply for funding for multiple projects on a single application form?

No. Only one project is allowed per application form.

What is the maximum/minimum duration of a project?

The project itself can run as long as necessary, however, applications should generally concentrate on the funding period in question (in this case the funding year of 2019).

Thematic focus area definitions

Accessibility: Allowing people with impairments access to everything society has to offer.

Social Mobility: Providing young people with inclusive and innovative education, thereby fostering self-sufficiency.

Migration / Integration: Offering migrants a chance to be part of inclusive communities and providing equal access to health care, education and social welfare.

Regional focus area definitions

Europe

- Albania
- Andorra
- Austria
- Belarus
- Belgium
- Bosnia and Herzegovina
- Bulgaria
- Croatia
- Czech Republic
- Denmark
- Estonia
- Finland
- France
- Germany
- Greece
- Hungary
- Iceland
- Ireland
- Italy
- Latvia
- Liechtenstein
- Lithuania
- Luxembourg
- Malta
- Moldova
- Monaco
- Netherlands
- Norway
- Poland
- Portugal
- Romania
- Russia
- San Marino
- Serbia
- Montenegro
- Slovakia
- Slovenia
- Spain
- Sweden
- Switzerland
- Ukraine
- United Kingdom

MENAT

- Algeria
- Bahrain
- Cyprus
- Egypt
- Iran
- Iraq
- Israel
- Jordan
- Kuwait
- Lebanon
- Libya
- Morocco
- Oman
- Palestine
- Qatar
- Saudi Arabia
- Syria
- Tunisia
- Turkey
- United Arab Emirates
- Yemen

II Questions specific to the filling of online forms

Is there a way to temporarily save the application form and continue it later?

Unfortunately, there is currently no way to save your answers on the online form. Applicants are, however, recommended to write the answers in a text editing program (e.g. Microsoft Word) as they go – this ensures not only that answers are not lost in the case that the page is refreshed or closed while the form is being filled out, but also allows applicants to “save” their answers for completion at a later time. Also recommended, is to complete the application with reference to the respective application form walkthrough – a link to which can be found at the top of the respective application form.

As I am filling out the online form, I have noticed that the displayed character limits change. How can I know the actual character limits for the fields?

While the text input fields in online forms do show the correct number of characters which remain, the value shown as the limit, however, can only be considered correct for the **ACTIVE** field (the field in which you are currently typing). For an overview of all character limits, as well as detailed descriptions to each question, please consult the respective form walkthrough – a link to which can be found at the top of the respective application form.

I have submitted my application, but have realised that I made some minor mistakes, what should I do?

Don't worry. Minor spelling and grammar mistakes will be corrected on our side – we see these as typos – to error is human. If we do not understand something within the application, we will contact you to clarify. In the case that you measure it to be a significant error, you may also submit a second application. Just be sure to write us to let us know that we should ignore the first one.

I have submitted my application, but have realised that I made some significant mistakes, what should I do?

Don't worry. If we do not understand something within the application, we will contact you to clarify. In the case that you measure the mistakes to be significant, you may also submit a second application. Just be sure to write us to let us know to delete the first one.

I received an error message when I clicked the “submit” button or during the application process, what should I do?

Please write us via our contact form and explain what happened. We will do our best to solve the problem.