



Pacific Fund

NB: All applications have to be submitted in French, this translation is a guide for non-French speakers only
Serving regional cooperation among French Pacific Collectivities and Pacific countries

Who are we?

The Economic, Social and Cultural Cooperation Fund for the Pacific or “Pacific Fund” was created in 1985 and is **France’s principal regional cooperation instrument in the Pacific**. The Pacific Fund is funded by the French Ministry of Foreign Affairs and contributes to the regional integration of New Caledonia, French Polynesia and the Islands of Wallis and Futuna through cooperation with the independent States of the Pacific.

What is our mission?

The Pacific Fund is administered by a **Steering Committee (SC) comprising 10 members**, divided between **representatives of the three French Pacific Collectivities** and French government representatives (Foreign Affairs, Overseas France, and Economy and Finance ministries). The Committee is chaired alternately (for a period of two years) by the President of the Government of New Caledonia and the President of French Polynesia.

The French Permanent Secretariat for the Pacific (SPP) prepares the work of the Steering Committee and implements and follows up its decisions. It also prepares and circulates summary reports. The SPP processes project applications, while the management and accounting of **PF budget funds is the responsibility of the French Development Agency (AFD)**.

Project Form

The project form below is designed to provide further information on the project you are submitting. It contains nine sections that should take under two hours to fill in. If you have difficulties answering items, please request assistance from the embassy, the High Commission, or the High Administrator in Wallis and Futuna. You can also contact the Permanent Secretariat for the Pacific at jean-louis.maurer@diplomatie.gouv.fr

Project Selection

Projects mostly originate from regional organisations and are submitted to local French representations (embassies, High Commissions, or the High Administrator in Wallis and Futuna. If the applying organisation is established in metropolitan France, projects may be sent to the Permanent Secretariat for the Pacific. The French authorities assign an order of priority before presenting the projects to the Steering Committee, which rules on the allocation of grants, according to the nature of the projects submitted.

Section A

Who are you?

Your name: _____

Your organisation: _____

Your details (address, telephone, email, website address): _____

Have you applied for funding from the Pacific Fund before? YES NO

If yes, what project? _____ In what year(s)? _____

For SPP use only

Universal no.:	SPP no.
Project submitter:	
SC <input type="checkbox"/> - SPP <input type="checkbox"/> - NC	French Emb.: AUS
<input type="checkbox"/> - PF <input type="checkbox"/> - WF <input type="checkbox"/>	<input type="checkbox"/> FJ <input type="checkbox"/> - NZ <input type="checkbox"/> -
Other: _____	PH <input type="checkbox"/> - PNG <input type="checkbox"/>
	- V <input type="checkbox"/>
Previous SPP nos.: _____	

Section B

What is your project? 1/2

What is your project's name? _____

Describe your project in five lines maximum:

You may add to this description by attaching further information to this form

Which three tags (key words) best summarise your project?

Is this project the continuation of a previous project? YES NO

If yes, did the previous project receive a grant from the Pacific Fund? YES NO

If yes, in what year(s)? _____

For SPP use only

Priority _____	GBPR <input type="checkbox"/>
----------------	-------------------------------

Remarks

Section C

Please tick your country and that of your partner's(s') and give their name(s):

	You	Your partner (name partner)	
New Caledonia	<input type="checkbox"/>	<input type="checkbox"/>	_____
French Polynesia	<input type="checkbox"/>	<input type="checkbox"/>	_____
Wallis and Futuna	<input type="checkbox"/>	<input type="checkbox"/>	_____
Cook Islands	<input type="checkbox"/>	<input type="checkbox"/>	_____
Micronesia	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fiji	<input type="checkbox"/>	<input type="checkbox"/>	_____
Kiribati	<input type="checkbox"/>	<input type="checkbox"/>	_____
Nauru	<input type="checkbox"/>	<input type="checkbox"/>	_____
Niue	<input type="checkbox"/>	<input type="checkbox"/>	_____
Palau	<input type="checkbox"/>	<input type="checkbox"/>	_____
PNG	<input type="checkbox"/>	<input type="checkbox"/>	_____

	You	Your partner (name partner)	
Samoa	<input type="checkbox"/>	<input type="checkbox"/>	_____
Solomon Islands	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tokelau	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tonga	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tuvalu	<input type="checkbox"/>	<input type="checkbox"/>	_____
Vanuatu	<input type="checkbox"/>	<input type="checkbox"/>	_____
Australia	<input type="checkbox"/>	<input type="checkbox"/>	_____
New Zealand	<input type="checkbox"/>	<input type="checkbox"/>	_____
Regional	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____

What is your project?

Section D

The Pacific Fund supports as a matter of priority operations aimed at strengthening regional integration in the three French Pacific Collectivities (New Caledonia, French Polynesia, Wallis and Futuna Islands). PF financial support is primarily allocated to projects facilitating exchanges of all kinds between nationals of the three Collectivities and their partners in the region.

Question 1: Does your project's principal activity belong to one of the following six categories?

If yes, please tick the corresponding box and go on to Section E.

If not, please reply to question 2.

Symposium Festival Meetings Exchanges Exhibition Publication

Question 2: Though it may not be its principal activity, does the project nonetheless include one or several activities relating to the above-listed categories? YES NO

If yes, describe them briefly:

If you have difficulties answering either of these two questions, please explain why below, or if you wish to provide clarifications on the nature of your project, do so below:

For SPP use only

Mediation

Mediation dimension

Timeline of your project

Section E

Should the SPP notify you of the acceptance of your project during the first week of April 2014,

On what date do you expect to start your project? month year _____

On what date do you think your project will end? _____

On what date will you be able to produce a final project implementation report? _____

Financing your project

Section F

What is the total cost of your project? _____ euros

Without exceptions, the Pacific Fund's contribution cannot exceed 50% of the project's total cost

What is the amount of the financial support you are applying for from the Pacific Fund _____ euros

Who are the project's other financial partners (including yourself)? What is the amount of their support?

<i>Designation of financial partner</i>	<i>Amount of contribution</i>
Yourself (from your own budget) _____	€ _____
_____	€ _____
_____	€ _____
_____	€ _____
_____	€ _____

For SPP use only

Instalment: _____

FP %: _____

Equity % _____

Section G

Use this section to evaluate the cost of the following items:

	<i>Amounts</i>	<i>Qty</i>	<i>Cities of arrival /departure</i>
Air tickets (international flights)	€ _____	_____	_____

	<i>Amounts</i>
Domestic travel costs	€ _____

	<i>Amounts</i>	<i>Number of recipients</i>	<i>Number of travel days</i>
Living expenses	€ _____	_____	_____

	<i>Amounts</i>
Translation and Interpreting costs	€ _____

	<i>Amounts</i>
Organising costs	€ _____

Other projected expenditures:

<i>Nature of the expenditure</i>	<i>Amounts</i>
_____	€ _____
_____	€ _____
_____	€ _____

For SPP use only

Med%FP : _____

Personal comments section

Use this section for personal remarks or to provide any further information you may deem useful

Section H

Additional attachments for this form

- 1) Detailed description of your project (optional, but recommended)
- 2) Letters of commitment from financial partners (other than yourself)
- 3) Bank account details: original bank deposit slip or a letter, from the Bank, confirming the details of the account to be credited:
 - In case of payments in euros: name of the bank account, name of the bank, currency of the account, SWIFT code, account number.
 - In case of payments in dollars (USD) or other local currencies (e.g.NZD): name of the bank account, name of the bank, currency of the account, SWIFT/IBAN codes. (plus in the United States: account number and SWIFT/IBAN codes of the intermediary bank)
- 4) detailed draft budget (NB1: 'contributions in kind' from beneficiary organisations should not exceed 20% of the total cost of the project. NB2: Neither the Pacific Fund's contribution nor the co-funding may include any project management costs incurred by beneficiary organisations.. NB3: The Pacific Fund will not take into consideration salary costs as part of its grant, unless they are one-off costs (professional fees, study costs, etc.)

NB: If an agreement is drawn up with AFD (Agence Française de Développement), you will be asked to provide various additional documents. You can prepare and provide them now, in order to save time when the subsidy is granted, should your project be selected.

- 1) Situation in the SIRENE Register: SIRET/RIDET/NAF/TAHITI business registration number, depending on the beneficiary's geographical location (this does not apply to non-French organisations)
- 2) Legally registered Articles of Association or Statutes of your organisation. Attach if available.

Additional administrative information

Organisation who will receive the Pacific Fund grant:

- Name: _____
- Postal address: _____

- Telephone details: _____

Who will sign the Pacific Fund grant funding agreement:

- Name: _____
- Position: _____
- Email: _____

Section I

Attach
signature
sample