

Armenian Communities Project Grants



**Requirements, Criteria
and Conditions 2026**



Introduction

The Armenian Communities Department of the Calouste Gulbenkian Foundation supports various cultural, educational, research and philanthropic projects that can have a positive impact on the Armenian world, be it in Armenia or in the Diaspora.

Project grants are open to all applicants (both individuals and organisations), regardless of nationality or country of implementation, as long as they pertain to Armenian themes and issues. Projects submitted must, however, fall within the scope of the Department's priority areas.

We strongly urge applicants to read the Department's priorities before submitting a project grant application. These are:

1. The Western Armenian Language
2. Cultural Creativity Support in Armenian
3. Research and Critical Engagement in Armenia



Requirements, Criteria and Conditions

ARTICLE 1.

Selection Criteria

The evaluation and selection of projects is made by a committee within the Calouste Gulbenkian Foundation. On occasion, external expertise is sought, and references solicited (in accordance with European Privacy Laws). The evaluation process takes into account the following factors:

1. The relevance of the proposed project to the priorities of the Department.
2. The originality of the project, as well as its feasibility and sustainability.
3. The potential impact of the project and if it offers any solutions to underlying problems or fills a specific niche.
4. The financial and human resources needed to complete the project successfully (including an appropriate budget and a realistic timeline).
5. The qualifications and track-record of the applicant(s).
6. If the project includes any evaluation mechanisms.

Please note that we may ask follow up questions and further details or request an online meeting.

ARTICLE 2.

Application

1. Applications must be submitted online.
2. Applications may be submitted in Armenian, English, French or Portuguese.
3. Applicants must first register and create a “MyGulbenkian account” to be able to complete an application. Once registered, applicants must login and open the project grants application form. An application is considered to be complete once it is submitted, a confirmation email will not be sent.
4. Please note that there are strict character limits in the application form. We advise that you count the characters (with spaces) before pasting your text in the application form. You may upload additional documents such as your budget and other relevant materials as per need (e.g., CVs, project related images, samples, etc.) in your MyGulbenkian page. A maximum of five documents can be uploaded, in PDF, JPEG or PNG formats; the maximum size of each file should not exceed 4 MB. **Note:** *documents can only be uploaded to the application after submitting the online form.*
5. The status of your application can be consulted via your “MyGulbenkian” page.
6. The deadlines for the three project application cycles are: **30 April, 31 August and 12 December.**
7. Project applications are evaluated three times a year in **May, September and January.**



8. Please note that project grants applications are suspended every year from mid-December to mid-January for yearend accounting purposes.
9. The same (or similar) project cannot be submitted more than once during any given year.
10. The same applicant can only submit **one proposal** during a given application cycle. Multiple submissions do not increase the chances of a grant being given.
11. All submission must include a **budget**.

ARTICLE 3.

Guidelines for the Questions in the Application Form

1. Please give a brief summary of the project you are proposing.

If you were explaining to someone unfamiliar with your work what your project is about, what would be the key points that you would make? Principal questions to address should include: what are you going to be doing and why? This section should be a short, impactful paragraph that effectively communicates the essence of your project.

2. What are you going to produce or what service are you going to offer through the project?

Please give specific numbers and provide examples of what materials or services you will be producing during or at the end of the project, and when available, send samples of work done previously. Be as specific as possible. These materials and services are often referred to as outputs. They may be physical items (e.g., books), events (e.g., seminars), or services (e.g., new research about a subject, an app, etc.). A project will often have several outputs.

3. Why do you want to do this project?

Projects that are going to bring about a positive change in the Armenian world would interest the Foundation, as would projects that would add to collective knowledge, enhance culture, augment language use and improve education. For example, you might want to address (but not be limited to) sub-questions such as: is the project solving a specific problem? Is it addressing a need? What is it going to change? Is it going to substantially add to knowledge?

4. Who is going to do or implement the project?

Please give details about the team and/or the person who would implement the project, about their experience, and about any other partners or funders who are going to contribute to the project. For example, short biographies of team members would be useful, as well as descriptions of other organisations you plan to work with to implement the project. Enhancing collaboration is always beneficial. Mention if you have a partnership or collaboration strategy.

5. Who is going to benefit from the project?

Who will directly or indirectly benefit from this project? Where are they located? For example, you might want to address (but not be limited to) sub-questions such as: is the project age specific? Is the project location specific? Does the project have the capacity to reach a bigger



worldwide audience? Whose capacity does it aim to build? Have gender considerations been taken into account?

6. When are you going to implement the project? Please give the start date and anticipated finish date.

Make sure to indicate the start and finish dates of the project, as well as a time-line of planned activities or outputs. It would be helpful to break down specific tasks/events or other deliverables into specific time periods and key milestones. The scheduling has to be realistic and feasible.

7. How are you going to communicate about the project to the wider community?

Who is your main target group (if any)? What might be the key messages that you would want to convey to others? If you have a communications strategy, please include it here. Describe the specific channels you will use to disseminate information about your project (e.g., website, social media, press releases, presentations, workshops). Consider how you will utilise these channels to reach your target audience effectively.

8. How are you going to know if the project succeeds? Is there a way of measuring its success?

This might be the most challenging question to address. We would like to know your thoughts on the long-term impact of the project. At the conclusion of the project or a few years later, will it influence individuals, culture, education or any other domain? How would you assess this influence? In the short term, if you have specific indicators and targets, please mention them. For example, if your project involves creating an Armenian language website (the output), your indicators could include the number of visitors (and their profiles), citations or downloads. If your project involves publishing a book, the indicators might be the number of books sold or distributed within a year, the number of bookstores or online platforms offering it, potential readership, citations and/or reviews. Specify your targets for these indicators. However, outputs alone do not necessarily demonstrate impact. The long-term success or impact of the website or book lies in its ability to influence public opinion, language use or research. Indicators can hint at the potential impact and how to measure it. If you have considered these impact factors, please mention them. If you plan to evaluate the project or its components, include that information here. In summary, outputs represent the short-term accomplishments your project aims to achieve. Impact refers to the long-term influence these outputs have on society. Indicators serve as the connection between outputs and impact. While immediate evidence of impact might be hard to show, describe what you believe the impact could be and how it could eventually be measured.

9. Will/can the project continue after funding from the Calouste Gulbenkian Foundation comes to an end?

Foundation grants are time-bound, so it is important to outline plans for sustaining the project after funding ends. Will the project continue without ongoing support from the Foundation, or do you have an exit strategy in place? Sustainability can mean either the



project's ability to operate without further support from the Foundation or the continued use of its results after completion. Additionally, include any risk assessment conducted, identifying potential risks associated with the project or its components and how you plan to address them.

10. The budget.

The last section of the application form pertains to the projected budget of the project. Please ensure that all costs have been considered, and justifications provided for each expense (e.g., equipment, travel, communications, etc.). All potential sources of income should be listed. The budget should demonstrate good value for money. You should indicate the overall project cost, the amount of funding requested from the Foundation, and any other secured funds or in-kind services (including your own contribution). If you have a separate project budget document, you may upload it on the main application webpage.

ARTICLE 4.

Budget Amounts

The Armenian Communities Department does not have set minimum or maximum amounts for Project Grants applications. The decision to support a project, and the amount awarded, depends on several factors, including the quality of the project submitted, the type of projects currently in our portfolio and our available financial resources. While the Project Grants programme regulations do not specify budget limits for submitted projects, the budget must be realistic —meaning the proposed amount should be sufficient to achieve the project's stated objectives. The Armenian Communities Department does not have a fixed policy on the costs that can be claimed, but *running costs are usually not eligible*. Additionally, the Department typically provides partial funding for projects, but the final decision will depend on the nature and complexity of the project and other relevant criteria.

It is important to note that one-third of the Department's annual budget is allocated to scholarships, and approximately 100 different projects are supported each year. As a result, the Project Grants programme is generally geared toward small to medium-sized projects. Larger-scale projects may still be considered, but support for them depends on specific factors and a close alignment with the Department's strategic priorities.

Please note that budgets of proposals from the Americas must be in USD and budgets from the UK must be in GBP. All other proposal budgets (including Armenia, Lebanon and Turkey) must be submitted in EUR only.



ARTICLE 5.

Deadlines

Project grants applications can be submitted anytime during the year, in one of the three cycles mentioned below. They will be evaluated three times during the year in **May, September and January.**

First application submission period: 23 January - 30 April	Applications received during the first application submission period are evaluated and results are communicated during the month of May.
Second application submission period: 1 May – 31 August	Applications received during the first application submission period are evaluated and results are communicated during the month of September.
Third application submission period: 1 September – 12 December	Applications received during the first application submission period are evaluated and results are communicated during the month of January.

Submission deadlines are strictly observed. Applications must be received by **23h59 of the day of the deadline, Lisbon** time. Please do not leave your submission to the last day.

Questions should be submitted to the following email address: carmenias@gulbenkian.pt.

Data Protection (this section is included as per European legal requirements)

All personal data provided in the application process or during the execution of the grant shall be processed by the Calouste Gulbenkian Foundation, as the data controller, for the purposes of managing and execution the grant process based on the acceptance of the data subject of the terms and conditions of the grant (pre-contractual diligence and subsequent contractual execution).

The personal data shall be kept for the period of time necessary for the management and funding of the grant, except in cases where another period is required by applicable law. Some data (i.e., the name of the data subject, date of application, terms and duration of the grant and personal data potentially included in the works and final publications) will be kept indefinitely by the Foundation for the purpose of archiving relevant information in the context of its cultural activity.



The data subject may exercise the right of access, rectification, erasure, opposition, limitation and portability, according to the applicable legislation, through email directed to privacidade@gulbenkian.pt.

The Foundation implements all security measures necessary and adequate for the protection of the personal data of the subjects, either when the data is processed directly by them or when the data is processed by entities subcontracted by it.

The Foundation may process the data directly and/or through processors for the purpose of managing the grant. In such cases, appropriate contracts shall be entered into with such processors, in accordance with the applicable legislation.

For the purposes of disseminating the activity of the Foundation, based on its legitimate interest in promoting its initiatives, the Foundation may communicate the data of the subject to partner entities for publications and institutional communications. These entities may be located within the territory of the European Union or abroad, and in the latter case, appropriate mechanisms under the applicable legislation to safeguard the security of personal data processed shall be used at all times.

Data subjects may file a complaint to the Portuguese National Authority (“Comissão Nacional de Proteção de Dados”) if they believe that there is a breach of data protection incurred by the Foundation.

For more information visit our [website](#).

To be able to process applications for scholarships and grant the Foundation will necessarily process the personal data requested from Users at the time of application, as well as during the monitoring, by the Foundation, of a scholarship or grant. Collection of this data is necessary for the Foundation to be able to review your application and award the scholarship or grant. The Foundation processes this data for purposes of pre-contractual diligence and subsequent contractual execution. For the purposes of submitting the application, it will be necessary to create an account as described in the preceding point.

Information and contacts

Calouste Gulbenkian Foundation
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