



Call for proposals: ‘Growing up multilingual’

Guidelines

The ‘ici. here together.’ funding programme is **calling for proposals** for projects that promote multilingualism.

A call for proposals is an invitation to submit your project.

Who can submit a proposal? That’s what these guidelines tell you.

This is what ‘Growing up multilingual’ is all about:

‘ici. here together.’ is looking for projects from local associations and charitable organisations across Switzerland.

Your projects are aimed at multilingual families with children aged 0 to 6. You help families to speak both languages in their everyday lives:

- The **local language**: this is the language spoken where someone lives.
- The **first language**: this is the language a child learns first and the one a family uses most. This can be more than one language.

There are already programmes for integration and language learning. But we need even more projects. After all, it is good for people to be able to speak several languages:

- It helps them to learn better.
- It helps them take part wherever they are.
- They have better prospects in life.

Key information about the call for proposals

How long will the call for proposals run?

- The call for proposals ‘Growing up multilingual’ opens on 23 October 2026. It runs until 30 June 2027. You can apply with your project until 30 June 2027.

Who is eligible to apply?

- Local clubs from all over Switzerland
- Charities from across Switzerland

Have you previously received any **mini-grants** from ‘ici. here together.’ for your project? You are still welcome to apply. Mini-grants are small funding sums.

Who cannot apply?

- Government organisations
- Public and public schools
- Standard childcare services: for example, nurseries and after-school clubs.

What projects do we support?

- You want to help multilingual families to speak both languages in their everyday lives: the local language and their first language. Your projects are aimed primarily at families who are on a tight budget or who are in a difficult situation.

What support is available?

- If we select your project, you will receive between 3,000 and 10,000 Swiss Francs.

Who is responsible for the call for proposals?

The call for proposals has been launched by the '**Foundation for Language and Training Promotion**'.

The abbreviation is **SSuB**, which stands for the German 'Stiftung für Sprach- und Bildungsförderung'.

For this project, SSuB is working in partnership with Migros Commitment. The funding programme 'ici. here together.' is responsible for it.

Contact

Do you have any questions about the process? Please send an email to:

info@ici-gemeinsam-hier.ch

A) Eligibility criteria

'Eligibility criteria' describe what your project or organisation needs.

Formal criteria

→ These are absolutely essential. We can only check your application if you fulfil these criteria.

Your organisation must be like this:

- Your organisation is based in Switzerland.
Your organisation does not aim to make a profit. Your organisation is **a charity**: a charity can be, for example, an association or a cooperative.
Public bodies may only apply if they are working in partnership with a charity.
- Your organisation is managed according to the principles of 'good governance'.
'Good governance' means: you work well and fairly. You provide open and transparent information about your goals and what you are using the money for.
No person in your organisation has too much power.
- Your organisation operates **locally**: for example, you run a service in a local community or in a town. Your organisation may also **operate on a regional basis** : for example, you might offer your services at several locations within the canton.

Have you received support from us for your project in the past? For example:

- Coaching or consultancy
 - A project space
 - Thank-you dinner
 - Mini-grants from 'ici. here together.' or contributions of up to 2,000 Swiss Francs
- ➔ You are still welcome to apply.

This is how your project or proposal should be:

Your initiative or project helps ensure that children in Switzerland can grow up speaking multiple languages:

- Your project is aimed at multilingual families and their children. It is aimed primarily at families who have little money or are in a difficult situation.
- Your project helps families to speak the local language and their first language in their everyday lives.
- Your project is open to all families who are interested. Anyone can take part. Language, money or organisation won't prevent people from taking part.
- You work together with the parents. The children join in too, whenever possible. This means: you plan the project together. They are helping with the project.
- For your project, you'll be drawing on the families' experience and skills.
- You work with volunteers.

Funding

- We pay between CHF 3,000 and CHF 10,000 for the project. You cannot ask for more money than that.

Time frames

- You must submit your project by 30 June 2027 at the latest.

Documents

You **must** send us these documents:

- Application form
- The articles of association of your organisation

You can send us these documents if you have them:

- A precise budget for your project
- The latest annual report and financial statements
- A concept for your project. A concept is a detailed plan.

Criteria for quality and content

How can we recognise good projects or offers? We review all applications. We focus on quality. And we want the projects to come from different regions. We also want there to be lots of different ideas.

Objectives of your project or service

Through your project or initiative, you are helping children aged 0 to 6 and their carers to speak multiple languages. Your project or service is aimed primarily at families who have little money or are in a difficult situation.

There are 4 different goals. You want to achieve one or more of these goals:

1. You want to work well with parents and carers.

Examples of offers:

- Advice for parents on childcare: multilingual carers look after the children.
- Programmes made to encourage parents and children to speak multiple languages together.
- Courses for parents, for example on how to achieve a 'multilingual upbringing'.

2. You develop multilingual materials and venues

Examples of projects:

- You produce books or games in several languages.
- You work together with libraries. These have books and programmes in multiple languages for families with young children.
- Leisure activities that multilingual families can easily take part in.

3. You are creating an additional project as part of an existing service

Examples of projects:

- Multilingual leisure activities for families with young children
- Volunteers and staff attend courses to learn how to promote multilingualism.
- People who speak multiple languages are now involved in a project.

4. Special projects on multilingualism

Examples of projects:

- Multilingual meet-ups for parents and children at the family centre
- Groups for children: they practise their first language together with other children.

➔ These are only examples. Perhaps you have other ideas that fit in with the four goals.

This is how we recognise good projects and offers:

Simple for everyone

- Your service or project is easily accessible to all interested families. Especially families who have little money or who are or in difficult situations.
- There are as few barriers as possible: even families who speak very little German can take part. It doesn't cost much. And it's simply organised.
- Families do not need to make any preparations. They don't need any prior knowledge.
- Families can get involved in various ways.
- There are people they can contact if you have any questions or need help.

Getting involved and having a say

- The way your organisation is run shows how you work with parents. Where possible, you'll also work together with their children.
- You point out where parents and children can get involved and have a say.

Voluntary work

- You run your programme together with volunteers: for example, with families, parents and carers.

Good planning

- With your proposal, you aim to achieve one or more of the goals we have described above. Your plans are realistic: you can actually achieve your goals.

Exclusion criteria

a. People, organisations and projects that we do not support

- Individuals
- Organisations that aim to make a profit
- Government organisations
- Private and public schools
- Standard childcare offers, such as nurseries, kindergartens and forest schools.
- Government bodies provide more than 50 per cent of your organisation's funding.
- Your service only supports a single language. It's not about children growing up speaking multiple languages.

b. Costs we do not cover

- Costs relating to communication not connected with the project
- Operating costs, such as rent
- Your organisation's running costs that are unrelated to the project.

B) How many applications can I submit?

Only one application for this call

- Each organisation can only apply once for the 'Growing up multilingual' call for proposals.

No more than two separate projects per organisation per calendar year

- You and your organisation may still submit another project for a different call for proposals from Migros Culture Percentage. This also includes the 'ici. here together.' funding programme.
- However, you can not apply more than two projects per calendar year.

You can also apply for the following funding schemes:

- Coaching
 - Project space
 - Funding of up to 2,000 Swiss francs, for example, from 'ici'. here together.' mini-grants.
- ➔ You may apply for each of these funding schemes once a year.

C) What happens when?

Closing date for entries

You can submit your application here by 30 June 2027.

Assessment dates

We will assess proposals on three dates:

- 14 January 2027
- 6 April 2027
- 1 July 2027

D) What you need to do if we accept your proposal

These are your obligations:

Are you receiving money from us for your project or organisation? Then you must follow some rules. These are your main obligations:

a. You must deliver what you have promised

- In your application, you told us what you want to do with your project or organisation. You really have to do these things.
 - Maybe there are problems or something is delayed. And you can't keep your promise. In that case, you must inform the SSuB Foundation immediately. SSuB will work with you to find a solution.
- ➔ Here is the email address: info@ici-gemeinsam-hier.ch

- You must not spend the money on anything else. If you do, you must return some or all of the money to SSuB.

b. You write a report on your project or proposal

- At the end of the project, you will fill in a report. You'll need to answer 10 questions. This is what the questions are about:
 - The topics covered by your project or service
 - Whether you have achieved your goals (and which)
 - How many people you have reached with your project.
- Is your project or service complete? In that case, you must send the report no later than 3 months afterwards.
- Does your project or service run until 2028? In that case, you must submit the report by 30 June 2028 at the latest.

c. You must follow the laws and rules

- You must comply with all relevant laws and regulations whilst working on the project.
- You must not do anything that could damage the reputation of the SSuB Foundation or any of its partners.

d. No corruption

- Your organisation must not give or promise money or any other benefits to anyone in order to make that person do their work badly or inappropriately. You must not do that indirectly either.
- Everyone must follow this rule: your staff, volunteers, other parts of your organisation and representatives.

e. Annual accounts and payments

- Your organisation records all payments correctly in its accounts. Is your organisation not legally required to carry out an audit? An independent external auditor must then audit your annual accounts.
- Is the SSuB Foundation asking to see your accounts and the annual audit report? If so, you will need to show these documents.
- Does the SSuB Foundation want to see a complete list of all payments made for the project? If so, you will need to show these documents.

f. No guarantee of further money

- The SSuB Foundation does not have to pay you money every year.

Obligations of the SSuB Foundation

The **SSuB** will pay you the promised grant. The amount includes any value added tax due.

E) Communication

a. You must tell the world that ‘ici. here together.’ supports you

- Are you writing about your project? Then you’ll need to mention that ‘ici. here together.’ supports you. You need to include us on all your printed materials and publications; for example, flyers and brochures, social media and your website. You also need to use our logo.
- There are precise rules about this that you must follow. You can find information about the rules and the documents on [this website](#).

b. Free images and information about your project or service

- If the SSuB or ‘ici. here together.’ need information or images, you must provide them.
- You won’t get any money for this.
- You must make sure that you have the image rights. Any individuals who appear in your images must agree to their pictures being shown.

c. SSuB and ‘ici. here together.’ may write about your project

- SSuB and ‘ici. here together.’ are allowed to talk about your project or service in public. You give us permission to do this.
- Is your project or service finished? Even then, they are allowed to say that they’ve supported you. You will not receive any additional pay for this.
- Is ‘ici. here together.’ writing a press release about your project or offer? You must obey the **embargo period**. An embargo period means that you may only publish the press release after a specific date.

F) Data protection, copyrights and insurance

a. Data protection

You are collecting personal data for your project or service. When you do this, you must obey all applicable data protection regulations:

- You must treat personal data as confidential.
- You must protect personal data using appropriate technical and organisational measures.
- The SSuB Foundation processes personal data in accordance with Migros’ privacy policy rules. Here are the privacy policy rules: corporate.migros.ch/en/privacy

b. Copyright

- Do you have products made for your project? For example, multilingual material. In that case, the copyright belongs to the people who made the products.
- This applies to products created as part of the ‘ici. here together.’ initiative.

- If you use music or other copyright-protected works, you must pay a fee. These include, for example, SUISA fees.
- You will need to check for yourselves whether such charges apply.

c. Insurance

- You must take care of the insurance of the people who participate in your project. For example, you have to take out insurance against any risk (accident, illness, liability).
- Do you have employees or do you hire external people? Then you have to pay for their social security benefits and other social security contributions.

G) Law and Jurisdiction

a. Swiss law

- Swiss law applies to all legal matters between the SSuB Foundation and your organisation.

b. Place of jurisdiction

- In the event of a dispute between the SSuB Foundation and your organisation, the court in the city of Zurich has jurisdiction.