

# From Registration and Due Diligence to the HLF Dialogue Phase – Second Call

The Help Localisation Facility, HLF: a locally led fund with and for civil society actors

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**The second call for Registration and Due Diligence for the Help Localisation Facility (HLF) for €100,000 grants opened on 17 November 2025 and closed on 25 November 2025. Organisations that successfully registered during this period were able to complete the due diligence process with our partner, *Philanthropy in Ukraine*, by 7 December 2025.**

**The Registration and Due Diligence Phase of the second call has now been completed. It included:**

1. An assessment of the registrations on the HLF Platform and of completed due diligence questionnaires on the HLF Due Diligence Platform of *Philanthropy in Ukraine*.
2. An assessment of organisations based on the HLF's basic eligibility criteria.
3. A more detailed individual assessment of a final list of organisations based on the Due Diligence Assessments conducted by *Philanthropy in Ukraine*.

**In total, 303 submitted registrations were received on the HLF Platform.** A significant number of organisations had to be excluded early in the process. Reasons are detailed below.

## I. Registration on the HLF Platform and the HLF Due Diligence Platform of *Philanthropy in Ukraine*

Early in the process, a significant number of organisations were excluded before the HLF Due Diligence Assessment as they **failed to complete the HLF processes as required**.

**119 Organisations could not proceed to the Due Diligence Assessment because of formal errors.**

**The reasons for their exclusion were:**

- They **failed to register** on the HLF Due Diligence platform of *Philanthropy in Ukraine*.
- They handed in **incomplete submissions** on the HLF Due Diligence platform (e.g. they did not fully complete the due diligence questionnaire, they did not attach all required documents).

## II. Assessment against Basic Eligibility Criteria

A large number of organisations also needed to be excluded before the HLF Due Diligence Assessment due to **non-compliance with the HLF's basic eligibility criteria**.

140 organisations **could not proceed** to the Due Diligence Assessment due to **unmet basic requirements**.

**The most common reasons for their exclusion were:**

- The organisation did not meet the required **annual budget criteria** for the €100,000 grants on offer.
- The **minimum requirement of two years of establishment** as a domestically registered, non-profit legal entity under Ukrainian civil law carrying out humanitarian work was not fulfilled.
- The organisation did not fulfil the **HLF affiliation requirements**, as it did not operate as an institutionally and operationally fully independent organisation. While domestically registered, it operated as part of an INGO, network, confederation, affiliated structure, branch, chapter, or franchise of an INGO, donor agency, multilateral institution, or international initiative.

Of the 303 organisations that registered, **44 met the basic requirements, presented no formal errors, and were evaluated** by *Philanthropy in Ukraine* through a due diligence assessment based on clear, predefined criteria.

## III. In-Depth Assessment of Organisations

Building on the findings of the Due Diligence Assessment, the HLF team then conducted a more detailed review using the individual assessment reports issued by *Philanthropy in Ukraine* for each of the 44 organisations. This happened in two in-depth decision-making sessions.

At this stage, 13 of the 44 organisations were **unable to proceed for various reasons**.

**The most common reasons for their exclusion were:**

- They missed provision or **non-existence of required legal documents**.
- They did not comply with **humanitarian principles**, in particular neutrality and impartiality, as they were not independent of any military or political agendas.

## IV. Shortlisting for the HLF Dialogue Phase

In a subsequent step, as the number of organisations on the shortlist (31 organisations) remained high, a fair and consistent scoring process was applied to all remaining organisations. This process assessed the organisations' institutional setup, as well as the existence and quality of organisational policies and documents, audited financial statements, and reference materials. Based on the results, it was decided to advance the 10 highest-scoring organisations to the Dialogue Phase.

Based on the detailed review of individual assessment reports and the subsequent scoring, the HLF team made the final decision to **invite the 10 highest-scoring organisations to proceed to the HLF Dialogue Phase for a €100,000 grant**.