

# From Registration & Due Diligence to HLF Dialogue

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

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**The HLF Registration and Due Diligence Phase of the first Call for Registration with the Help Localisation Facility (HLF) has been completed for the €800,000 and €250,000 grants.**

**The HLF Registration and Due Diligence Phase began with:**

- **The launch of the HLF Registration and Due Diligence Phase**, marked by a press conference held on 10 June 2025 in Kyiv, supported by representatives from both the HLF Grants and Steering Committees. The event attracted 275 viewers via YouTube livestream.
- **Two online Q&A sessions**, held on 11 and 12 June 2025 and hosted by the HLF Team to provide a detailed explanation of the process. More than 100 organisations participated across the two sessions, reflecting strong engagement and interest.

**The HLF Registration and Due Diligence Phase 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, 365 registrations were received on the HLF Platform.**

A significant number of organisations and consortia had to be excluded early in the process.

## 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 and consortia were excluded before the HLF Due Diligence Assessment as they **failed to complete the HLF processes as required**.

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 and consortia also needed to be excluded before the HLF Due Diligence Assessment due to **non-compliance with the HLF's basic eligibility criteria**.

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

The most common reasons for their exclusion were:

- The required **annual budget ranges** for the HLF grant they registered for were not met.
- The **minimum of two years of establishment** as a legally registered, locally led organisation or initiative carrying out humanitarian work was not fulfilled.
- The **affiliation requirements** of the HLF did not meet the requirement (locally registered but do not operate as part of an international network, confederation, affiliated structure, umbrella organisation, or as a government body).

After these steps, the first short list of organisations included 94 entries.

**Of the 365 organisations that registered, 94 met the basic requirements.**

**Of these 94 organisations:**

- **46 organisations** had registered for a **€800,000 grant**, either as single organisations or in consortia, and
- **48 organisations** had registered for a **€250,000 grant**.

These 94 organisations were now 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 94 organisations.

This happened in two series of in-depth discussions and decision-making sessions.

- One series of sessions focussed on the shortlist of 46 organisations that had registered for the €800,000 grant.
- One series of sessions was dedicated to the shortlist of 48 organisations that had registered for the €250,000 grant.

At this stage, several organisations were again **unable to proceed** due to **various reasons**.

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

- The **official registration** in Ukraine was lacking.
- There was missing provision or **non-existence of documents and policies** (especially in the areas of finances and compliance).
- There was **lacking experience** in projects with similar volume, as required.
- The **humanitarian principles**, particularly related to neutrality and impartiality, were not respected.

#### IV. Shortlisting for the HLF Dialogue Phase

Based on the results of the detailed review of the individual assessment reports, the HLF team made the final decision on the final short list of organisations invited to enter the HLF Dialogue Phase.

Following an intensive, step-by-step selection process based on the criteria set for the first Call for Registration by the HLF, **a total of 25 organisations and consortia were invited to participate in the HLF Dialogue Phase. Including consortia partners, this represents 31 participating organisations.**

**Detailed Breakdown** of the 31 organisations Invited to the HLF Dialogue Phase:

- **12 organisations** registered for a **€250,000 grant**.
- **8 organisations** registered individually for a **€800,000 grant**.
- **5 organisations** registered as **consortium signatories** for a **€800,000 grant**.
- **6 organisations** are participating as **consortium partners** (non-signatory members).