LOCAL FUND RAISING TRAINING PROGRAM

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**About the programme**

Local fundraising/ local resource mobilization is a programme that seeks to strengthen CBOs capacity in Fund-raising with more emphasis on local resource mobilization. The training is organized by Assembly of Social Mobilization in partnership with Wilde Ganzen Foundation and Change the Game Academy. ASM is a national partner for the Change the Game Academy in Sri Lanka.

This training course is meant for organizations with emerging experience in local fundraising. Even if one is more experience, they will still find the information, tools and exercises offered in this course extremely useful. The programme employs the blended learning approach i.e. a combination of face-to-face courses, full e-learning courses, separate e-learning modules and toolkits and collective and individual coaching.

**At the End of the Course, Participants will**

* Have the basic knowledge and skills to raise funds at local level for a local project of their organizations.
* Be able to determine the resources needed for projects to match these with potential donors.
* Participants will be able to know the basics of effective fundraising and be able to draft an action plan and budget for fundraising activities.
* Be able to link branding, communication and local resource mobilization.
* Help participating organizations to identify current resource gaps and to equip them with knowledge, skills and the right attitude to raise resources with a focus on local resource mobilization and community fundraising.
* Support participants reflection on their sustainability, fundraising & resource mobilization practice

**Instructions**

Please read carefully through the enclosed information brief on **LOCAL FUND RAISING TRAINING PROGRAM before** filling out this form. Be brief and straight to the point without losing important information or ideas. Answer all questions as best as you can.

This **application form** is to be filled out and submitted to Assembly of Social Mobilization (ASM) through the following email address asmkinniya@yahoo.com and c.c to: uyoob@yahoo.com**.** In case you require any clarification or assistance, kindly do not hesitate to get in touch with **Alabdeen Abdul Uyoob** on mobile phone **number 0774806241.**

**Eligibility Criteria**

CBO that are interested in applying must meet the following criteria

* Must be a CBO, Self-help Group, Community Working Group (CWG), CSO or NGO.
* Must willing to complete this 5-month capacity Development Process
* Must be willing to pay a commitment fee of Euro 1220 equivalents to SLR 244,000/=. Partners of Wilde Ganzen will get a discount.
* Must commit to developing action plan after specific phases of the program and must be willing to operationalize the action plan
* Must commit to designate representatives for each phase of the program who will fully participate in the programme

**Training Dates:**

Notification will be shared with those accepted/selected to participate by e-mail by asmkinniya@yahoo.com c.c to: uyoob@yahoo.com

|  |  |
| --- | --- |
| **Training Topics** | **Date of trainings** |
| Leaders meeting (Introduction)  | 02nd March 2019 (0.5 day) |
| Local Fund Raising Training | 03rd -07th March 2019 (5 days) |
| Webinar | 08th March (2 Hours) |
| Learning on Local Fund Raising | 08th March (1 day) |

Total :07 days continue

**Venue:** Training Centers: Option 1: Trincomalee

Option 2: Vavuniya (specific location will be communicated)

**Medium:** Tamil and Sinhala

**Other relevant information**

* Each organization caters for a total cost i.e. Euro 1220 equivalent to SLR 244,000/= Further, payment instructions will be provided to all successful applicant’s through asmkinniya@yahoo.com or uyoob@yahoo.com.
* There will be a coaching and mentoring sessions in in between the face-to-face training sessions herein referred to as practical Engagement sessions.
* Participants will be using laptops during the face-to-face trainings. This will be expounded in the invitation letter subject to approval of your application under this call
* Transport/Fare will be reimbursed up to applicable public transport rates (via road).

1. CONTACT INFORMATION OF APPLYING ORGANIZATION

|  |  |
| --- | --- |
| Name of your organization: |  |
| Name Organizations director/Manager: |  |
| Name of Applicant |  |
| Current position of Applicant: |  |
| Phone: |  |
| E-mail: |  |
| Address: |  |
| Website (if applicable): |  |

2. TYPE OF APPLYING ORGANIZATION

|  |  |  |
| --- | --- | --- |
| Is your organization:  | Yes | No |
| Social Services Act |  |  |
| Companies Act. |  |  |
| Parliament Act. |  |  |
| Youth Led. |  |  |
| Legally Registered  |  |  |
|  |  |
| Registration Date (month, year): |  |
| Type of registration: |  |
| Registration number: |  |

3. OVERVIEW OF APPLYING ORGANIZATION

|  |  |  |
| --- | --- | --- |
| 3.1  | Briefly state the vision, mission and description of your organization and its objectives: |  |
| 3.2  | What are your key intervention areas (i.e. Water, health, sanitation etc.)? Elaborate concisely in bullets/ brief points |  |
| 3.3 | Have you ever fundraised for financial resources locally (from Sri Lanka donors) in the last two years? Kindly share a summarized breakdown of amounts and from who did you receive the donation |  |
| 3.4 | What challenges did you face while fundraising? How did you mitigate these challenges? |  |
| 3.5 | What are main reasons for your success in Local Fund Raising |  |

4. COMMITMENT TO PARTICIPATE

|  |  |
| --- | --- |
| **Please select training trajectory that you would like to participate** | **Please put X whenever applicable** |
| · Leaders meeting 02nd /03/ 2019· Training 03-08th /03/2019 |  |
| Training Centre Option 1: Trincomalee Option 2: VavuniyaExact location will be communicated |  |
| Is your organization (includes leadership) willing to participate in training and coaching trajectory as outlined in the enclosed project brief/guideline?**Please note that the training program/trajectory will take place as indicated above, includes commitment to pay 10% of the total cost as outlined on page 2 above.** |  |
| **If yes above (elaborate on the main reason/ motivation to participate)** |  |

5. PARTICIPATION IN THE LEADERS TRAINING TO BE HELD ON 02/03/2019 and continue till 08th March 2019

|  |  |
| --- | --- |
| Name of leaders who will participate in the leaders training. These are senior managers able to make decisions on behalf of the organization. (Executive Director, Board Member, Programs Manager, etc.). Provide a name, designation, medium, email and a telephone number for each. Every organization nominates two leaders only. |  |
|  |

6. OBJECTIVES/ EXPECTATIONS:

|  |  |
| --- | --- |
| a. Objective/Goal that you want to realize after participating in the proposed training pathway |  |
| b. What concrete results would it have? Please list 2-3 key measurable results |  |

1. Resource Mobilizations, Development and Sustainability – Self-Capacity Assessment

The following section serves to provide an opportunity for organization to objectively assess their organizations capacity status and identify possible gaps that can be improved on through their participation in the training trajectory. The answers form a basis for further discussion with ASM. You are encouraged to answer truthfully since the assessment is not only meant to provide an accurate sense of the organization’s suitability but also serves to highlight areas that might need to be strengthened when the capacity enhancement partnership commences.

|  |  |  |  |
| --- | --- | --- | --- |
| Capacity | Level | Score | Comments (Kindly insert relevant comments in each of the sections to qualify/ support your score) |
| 3.1 LocalFundraising | Organization has a documented/well understood system for local fundraising (personnel, resources etc.) **Yes-fully (2), To some extent (1), No (0)** |  |  |
| The organization has a documented and functional fundraising strategy**Yes-fully (2), To some extent (1), No (0)** |  |  |
| Board/ executive members of the organization are actively involved in fundraising initiatives for the organization**Yes-fully (2), To some extent (1), No (0)** |  |  |
| The organization is currently involved in successful fundraising initiatives (Local andDiaspora resource mobilization)**Yes-fully (2), To some extent (1), No (0)** |  |  |
| Corporates, businesses individuals /local community members actively participate in organization’s fundraising initiatives**Yes-fully (2), To some extent (1), No (0)** |  |  |
| Organization is accountable to the community/funders for all resources raised**Yes-fully (2), To some extent (1), No (0)** |  |  |