**LEADING FROM THE SOUTH**

**A FUND TO RESOURCE WOMEN’S HUMAN RIGHTS ACTIVISM IN THE GLOBAL** **SOUTH**

**AFRICAN WOMEN’S DEVELOPMENT FUND**

[**www.awdf.org**](http://www.awdf.org)

**APPLICATION FORM | Pamoja grants**

**(US$200,000- US$500,000/year)**

**Submission deadline 24 July 2018**

Please complete the following regarding your organisation, narrative and financial proposal, and attach **all the additional documentation** indicated in the checklist at the end.

Before completing the application, please refer to the separate [**application guidelines**](http://awdf.org/wp-content/uploads/Application-Guidelines-for-2018_Round-3_English_Final.docx) for details on eligibility, thematic focus and grant categories.

Applications should be submitted by email to [awdf@awdf.org](mailto:awdf@awdf.org) with ‘Pamoja grant application’ in the subject line.

1. **Proposal summary**
2. **Name of organisation:** Click or tap here to enter text.
3. **Title of proposed project:** Click or tap here to enter text.
4. **Country you are registered in:** Click or tap here to enter text.
5. **Amount requested:** Click or tap here to enter text.
6. **Project duration:** Click or tap here to enter text.
7. **Theme the proposed project addresses:**

Eliminate violence against women and girls & sustain respect for women’s bodily integrity and autonomy

Protect full economic rights and justice for women

Expand democratic space; sustain inclusive governance and equal political participation of women

1. **Country/countries the project will be implemented in:** Click or tap here to enter text.
2. **Date of application:** Click or tap to enter a date.
3. **Do you wish your grant to remain anonymous to the public for safety or security reasons?**

**Yes. If yes, please explain:** Click or tap here to enter text.

**No**

1. **Contact information**
2. Name of organisation: Click or tap here to enter text.
3. Addresses
   1. Physical address: Click or tap here to enter text.
   2. Postal address: Click or tap here to enter text.
   3. Telephone/Mobile: Click or tap here to enter text.
   4. E-mail address: Click or tap here to enter text.
   5. Website address: Click or tap here to enter text.
   6. Skype address: Click or tap here to enter text.
   7. Twitter account: Click or tap here to enter text.
   8. Facebook account: Click or tap here to enter text.
4. Name of Executive Director: Click or tap here to enter text.
5. Gender of Executive Director: Click or tap here to enter text.

Female

Male

Other

1. Contact person's name (if different from ED): Click or tap here to enter text.
2. Contact person’s position (if different from ED): Click or tap here to enter text.
3. Contact person’s telephone number: Click or tap here to enter text.
4. Contact person’s email address: Click or tap here to enter text.
5. Contact person’s Skype address: Click or tap here to enter text.
6. How did you learn about the African Women’s Development Fund?

AWDF past grantee

Donor

AWDF website

Via call for applications

Other: Click or tap here to enter text.

1. **ORGANISATIONAL MANDATE**
2. What is your organisation's vision and mission?

Click or tap here to enter text.

1. What are the main women’s rights issues that your organisation works on? Please select all that apply:

Violence against women

Economic security and justice

Climate change and environmental justice

Women’s health (including HIV&AIDS, sexual and reproductive rights)

Governance, Peace & Security

Young women’s empowerment

Arts, Culture & Sports

Women and technology

Other: Click or tap here to enter text.

1. In what year was your organisation formed?

Click or tap here to enter text.

1. Who started your organisation and why? [100 words]

Click or tap here to enter text.

1. Where does your organisation work? (please specify countries, regions or local areas)

Click or tap here to enter text.

1. What are the key achievements of your organisation to date? [200 words]

Click or tap here to enter text.

1. **ORGANISATIONAL STRUCTURE**
2. Is your organisation a women's organisation? If not, please explain the role women play in making decisions about your organisation's activities. [200 words]

Click or tap here to enter text.

1. How does your organisation make key decisions? [200 words]

Click or tap here to enter text.

1. What are the roles of the women on your board? [200 words]

Click or tap here to enter text.

1. Please indicate the numbers of your staff, board, advisors, volunteers, and members and provide a breakdown by gender:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Total number** | **No of Women/girls** | **No of Men/boys** |
| **Paid staff** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Unpaid staff** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Board members** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Advisors** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Volunteers** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Members** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

1. **COALITIONS/ NETWORKS / CONSORTIUMS**

If you are applying as a coalition, network or consortium please complete the following information. *If you are applying as an individual organisation, please skip this section and go straight to section 6.*

1. Name of the coalition/network/consortium:

Click or tap here to enter text.

1. In what year was the coalition/network/consortium established?

Click or tap here to enter text.

1. How many members are there in the coalition/network/consortium? Please list all members:

Click or tap here to enter text.

1. What is the main purpose of the coalition/network/consortium? [150 words]

Click or tap here to enter text.

1. Please describe briefly how the coalition/network/consortium is run and governed, including the role of the applicant organisation [up to 200 words]

Click or tap here to enter text.

1. **FINANCIAL INFORMATION**
2. Please indicate your organisation’s total annual income received each year for the past three financial years. This relates to applying/lead organisations (Please indicate the total amount for each year separately in US dollars in the table below).

|  |  |
| --- | --- |
| **Year** | **Total Annual Income USD** |
| 2017 | US$ Click or tap here to enter text. |
| 2016 | US$ Click or tap here to enter text. |
| 2015 | US$ Click or tap here to enter text. |

1. What is your total expected income in US dollars for your current fiscal year?

Click or tap here to enter text.

1. Please upload a set of audited accounts/financial statement for your last financial year. The audited accounts/financial statement should include sources of funds for your activities and details of income and expenditure.
2. Please list your sources of funds for the last audited accounting period, if not itemised in your audit report:

Click or tap here to enter text.

1. Please complete the financial management assessment form available online [here](http://awdf.org/wp-content/uploads/AWDF_2018-Financial-Management-Questionnaire_FINAL-1.doc) and submit it via email with your application.
2. If you are applying as a network/consortium, please indicate the annual income of each network/consortium member in the table below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Network/consortium member** | **Total annual income USD 2017** | **Total annual income USD 2016** | **Total annual income USD 2015** |
| 1. Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| 2. Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| 3. Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| 4. Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

1. **GRANT REQUEST INFORMATION**
2. What is the title of the initiative you are seeking funding for?

Click or tap here to enter text.

1. Please state the project objectives [200 words]

Click or tap here to enter text.

**The issue you are addressing**

1. What are the injustices against women and girls that you are advocating to change and/or the rights of women you are seeking to advance? [500 words]

Click or tap here to enter text.

**Context of your advocacy**

1. What are the key barriers to change on the issue(s) you are working on? [400 words]

Click or tap here to enter text.

1. Who are the main actors[[1]](#footnote-1) and dynamics involved in sustaining the problems/injustices? What roles do they play? [300 words]

Click or tap here to enter text.

1. Who are the key actors involved in challenging the problems/injustices? What roles do these actors play? [300 words]

Click or tap here to enter text.

**Strategies and activities**

1. What strategies do you intend to use to catalyse change and why? *By strategies we mean the approaches you are using to advocate and lobby for change* [400 words]

Click or tap here to enter text.

1. What actors (institutions, constituencies and/or key people) will you engage through these strategies? Why? [200 words]

Click or tap here to enter text.

1. What activities will you conduct to advance your strategies and engage the actors named above? [300 words]

Click or tap here to enter text.

1. If you are applying on behalf of a coalition/network consortium, please indicate members involved and roles of each member in the proposed project: [200 words]

Click or tap here to enter text.

1. Do you have experience of working on this issue? Please explain [200 words]

Click or tap here to enter text.

**Risks**

There are different categories of risk associated with advocacy and lobbying for women’s rights. These include: Financial, Legal, Political, Technological, Human Resources and Reputation. It is important for organisations to consider these risks, consider how likely they are to happen, and also develop appropriate ways to prevent them or reduce their impact if they do occur (commonly referred to as mitigation strategies).

AWDF would like to know:

o What are the key risks associated with this proposal and the work of your organisation/coalition (dynamics or events that could lead to failure, undermine gains or become threats)?

o How do you classify these risks according to probability of happening?

o How do you intend to prevent or respond to them?

Please respond using the table below:

|  |  |  |  |
| --- | --- | --- | --- |
| **TYPE** | **POTENTIAL RISKS**  (What are risks that you have identified that might affect work under the categories stated on the left) | **Probability (High, Medium, Low)**  (How likely is it that these risks will occur? ) | **RISK MITIGATION MEASURES**  (What are the possible measures you put in place to prevent these risks, or address them if they come up? |
| **Financial**  *(e.g. currency fluctuations, diversity of funding base, challenges to internal financial systems)* | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Legal**  *(e.g. being sued or deregistered)* | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Political Environment**  *(e.g. limitations on NGO operations, war and conflict; targeting of women’s organisations)* | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Technology & systems**  *(e.g. breaches of organisational systems, hacking, online security)* | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Human Resources**  *(e.g. loss of key staff, staff safety)* | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Reputation of the organisation** *(e.g. organisation being publicly attacked for their work)* | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

**Expected change**

1. What changes (outputs) do you aim to contribute to by the end of the grant? [400 words]

Click or tap here to enter text.

1. What changes (outcomes) do you aim to contribute to for the issue as a whole? Please select all that apply:

*Violence against women and girls eliminated & respect for women’s bodily integrity and autonomy sustained*

More women and girls are aware of and can exercise their rights to bodily integrity and freedom from violence

More women and girls access necessary support and services that respect their diverse needs and identities

Public increasingly supports ending VAW

Duty-bearers improve and put in place laws and policies to prevent and respond to VAW

*Full economic rights and justice for women protected*

More women are aware of their labour and economic rights and organising in the formal and informal economies

Public (including policy and decision makers) increasingly recognises women’s economic contributions and rights

Duty-bearers improve and put in place policies and laws to protect women’s economic rights

*Democratic space expanded, inclusive governance and equal political participation of women sustained*

Civil society and donors are more aware of gendered challenges, and support strategies around operating space for women’s rights organisations and defenders

More women from diverse groups participate in policy and decision-making processes at all levels, including in contexts of conflict/peace-building

Duty-bearers strengthen and implement laws and policies regarding women’s political rights and participation

**Monitoring, evaluation and learning**

1. What methods will you use to monitor and evaluate the project? How often will you use them in the course of the project? [300 words]

Click or tap here to enter text.

1. Who is responsible for carrying out these monitoring and evaluation activities? [100 words]

Click or tap here to enter text.

1. What are your key learning questions for this project? How will you use these learnings? [300 words]

Click or tap here to enter text.

**Beneficiaries**

1. What category(ies) of women will you be working with or for? Please indicate below:

Women and girls in general

Women’s rights activists/ defenders

Women entrepreneurs/business women (including market women, cross border traders)

Women living with HIV

Women with disabilities

Women sex workers

Indigenous/ethnic minority women

Lesbian, bisexual, transgender women

Widows

Orphans and vulnerable girls

Out of school girls

Marginalised rural women & girls

Marginalised urban women & girls

Women & girl refugees/internally displaced/asylum seekers

Women in the arts/creative sectors

Women in politics and decision making

Women in media

Women traditional leaders

Women in technology

Women in mining affected communities

Women in agriculture/farming

Women/girl survivors of violence

Others (please specify): Click or tap here to enter text.

1. How many people do you estimate will benefit directly from this project? Direct beneficiaries are the individuals who participated or benefited from the project activities (inclusive of your membership, people directly served by or enrolled in your programs, among others)

|  |  |
| --- | --- |
| **Category** | **Number** |
| Girls and adolescent girls (under 18) | Click or tap here to enter text. |
| Young women (age 18-25) | Click or tap here to enter text. |
| Women (age 25 and above) | Click or tap here to enter text. |
| Boys and adolescent boys (under 18) | Click or tap here to enter text. |
| Young men (age 18-25) | Click or tap here to enter text. |
| Men (age 25 and above) | Click or tap here to enter text. |
| Trans\* or intersex youth or adults | Click or tap here to enter text. |
| ***=Total Direct Beneficiaries*** | Click or tap here to enter text. |
| *Please provide any additional comments to your responses above.*  Click or tap here to enter text. | |

1. How many people do you estimate will benefit indirectly from this project? *Indirect beneficiaries are people who may benefit from or will be reached by the project activities, but will not directly be served by or enrolled in the programs*):
   1. Please describe who your indirect beneficiaries are:

Click or tap here to enter text.

**Organisational capacity needs**

*In addition to the project grant, each successful applicant will be eligible for additional capacity building support as part of AWDF’s commitment to supporting women’s rights organisations to grow and strengthen their organisations internally.*

*The support will consist of in-person facilitated workshops organised by AWDF and funding for grantee organisations to undertake self-determined capacity building activities.*

1. Please indicate from the list below the areas for which you need capacity building support in order to achieve your organisation’s /project objectives?

*Please select all that apply.*

**Systems development** (reviews and evaluations, development of organisational policies, manualsand strategic planning)

**Governance strengthening** (board/staff development, retreats and trainings)

**Organisational step change** (change management, identification and recruitment of new/key staff positions, procurement of software/equipment to enable growth)

**Fundraising** (generating and sustaining diverse financial and material resources)

**Human resources and staffing** (having clear policies and procedures that define staff roles and responsibilities, performance, and terms of engagement; staff training and development)

**Financial management** (managing organisational finances effectively, including accounting, budget projections, and preparing budgets and reporting)

**Monitoring, learning, and evaluation** (measuring and analysing progress and outcomes of the organisation’s work)

**Marketing/communication** (communicating effectively with internal and external audiences, including with media)

**Community outreach and networking** (developing or strengthening partnerships and alliances with other organizations and communities)

**Program delivery** (improving the quality, efficiency and/or scale of the organisation’s program or services)

**Systems** (technology, information and data management, procedures and protocols for appropriate action and decision making)

**Others** (please specify): Click or tap here to enter text.

**Financial and budget information**

1. How much money are you applying for? Please indicate how much you are requesting per year. ***Please ensure that amount requested does not exceed 50% of annual income indicated in question 6a.***

|  |  |
| --- | --- |
|  | **Amount requested (in US$)** |
| Year 1 | Click or tap here to enter text. |
| Year 2 (if applicable) | Click or tap here to enter text. |
| Grant Total | Click or tap here to enter text. |

1. Provide a detailed budget for the project ensuring that you allocate enough funds for organisational support i.e. staff costs and overheads. If you have prepared the budget using your local currency, please include the US Dollar equivalent and exchange rate used. Please find the project budget template available online [here](http://awdf.org/wp-content/uploads/AWDF_2018-Budget-Template_FINAL.xlsx) and submit the budget via email with your application.

**Governance, human resources and references**

1. Please complete the following table with information about your board

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Board Position | Gender | Address | Affiliated organisation and designation within the organisation | Board Term |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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1. Please complete the following table with information on your senior and management staff

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Gender | Job title | Full Time/Part time |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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1. Please complete the following table with the details of two (2) referees i.e. a donor, a past AWDF grantee or an official who is conversant with your work

|  |  |
| --- | --- |
| Referee 1 | Referee 2 |
| Name of referee: Click or tap here to enter text. | **Name of referee:** Click or tap here to enter text. |
| Organisation: Click or tap here to enter text. | **Organisation:** Click or tap here to enter text. |
| Title: Click or tap here to enter text. | **Title:** Click or tap here to enter text. |
| Email address: Click or tap here to enter text. | **Email address:** Click or tap here to enter text. |
| Telephone number: Click or tap here to enter text. | **Telephone number:** Click or tap here to enter text. |
|  |  |

1. **CHECKLIST OF REQUIRED ATTACHMENTS**

***Please tick to ensure you have submitted all the required documentation. Please note that an application with missing documents could disqualify you.***

Organisation’s registration documents

Organisation’s last audited statement of accounts

Project budget (template [here](http://awdf.org/wp-content/uploads/AWDF_2018-Budget-Template_FINAL.xlsx))

Completed financial management form (template [here](http://awdf.org/wp-content/uploads/AWDF_2018-Financial-Management-Questionnaire_FINAL-1.doc))

/end

1. Actors include institutions, individuals and groups that have a direct influence on the issue being tackled. [↑](#footnote-ref-1)