



Beit Trust / Scotland Malawi Partnership Flood Recovery Mini-Grants INFORMATION PACK AND APPLICATION FORM

19th May 2015

Background:

We are pleased to inform members that the Trustees of the Beit Trust have donated £20,000 to the Scotland Malawi Partnership to assist with community recovery, rehabilitation and preparedness work after the January floods in Malawi. In turn, the Scotland Malawi Partnership is looking to onward disperse all of these funds to members of the SMP and our partners in Malawi, the Malawi Scotland Partnership (MaSP), who are working with communities affected by the floods. We are immensely grateful for the generosity of the Beit Trust Trustees, which has made these grants possible.

The SMP will disperse these funds in a timely, effective and transparent manner; ensuring projects that offer the greatest impact are supported and that all projects work within agreed Scotland-Malawi 'Partnership Principles'.

Our model as a network celebrates people-to-people and community-to-community links driven by friendship, mutual understanding and volunteerism. This bottom-up approach offers considerable impact with even relatively modest quantities of financial support. Accordingly, we will look to distribute these funds to a number of community-level projects that are already working together in this area.

Mini-grants available:

Members of SMP/MaSP can apply for a mini-grant of £1,000 (cMK690,000) to £3,000 (MK2m) for projects helping communities recover from the January floods in Malawi. Applications must come from both a Malawian and a Scottish organisation together; both organisations must be appropriately constituted and registered locally; and funds can be dispersed to either the Scottish or the Malawian organisation.

We hope schools and community groups, as well as NGOs, will apply for these mini-grants, we have therefore ensured the application form is proportionate to the sums requested, and is entirely free of jargon! It should take no more than half a day to fill in but it's important *both* the Scottish and the Malawian applicants are actively involved (this will be checked).

Mini-grants will be awarded on or around the 12th June and work funded must be completed by 31st December 2015. Work must be related to flood recovery, rehabilitation, or helping communities in Malawi become more prepared for possible future flooding. Within these terms, we set no other restricting parameters: it could be work supporting education, healthcare, infrastructure, livelihoods, food security or any other area, as long as it is community-driven and in response to the January floods.

Timescales:

| | |
|---------------------------------|----------------------------------|
| 19 th May 2015: | Mini-grants call issued |
| 10 th June 2015: | Deadline for applications |
| 12 th June 2015: | Successful applications informed |
| 15 th June 2015: | Projects can commence |
| 31 st December 2015: | Projects completed |

Selection Process:

SMP/MaSP will have a small selection panel composed of Directors and staff from Malawi and Scotland. We will do everything possible to make decisions quickly, fairly and transparently. Both Malawi and Scottish applicants should be contactable 10-13 June as we will likely look to speak with applicants should clarification or further details be required. All decisions are final and there is no appeal. We reserve the right to make pragmatic decisions as required: for example, funding some but not all aspects of a project, or offering more funding than £3,000 if the fund is undersubscribed. Such decisions will be made in dialogue with the relevant applicant.

APPLICATION FORM:

To apply for a Beit Trust / Scotland Malawi Partnership Flood Recovery Mini-Grant please complete this form and return to david@scotland-malawipartnership.org by 09.00, 10th June 2015.

If you have any questions, or require any assistance, please contact david@scotland-malawipartnership.org

YOUR DETAILS:

Only applications from *both* a Malawian and a Scottish organisation can be considered.

Applicant Details: Malawian Organisation

| | | | |
|--|---|---|---------------|
| Name of Organisation: | Open Arms Malawi | Lead Contact: <i>[Must be contactable 10-15th June]</i> | Neville Bevis |
| Address: | Open Arms ,Kabula Hill, Blantyre, Malawi | | |
| What is your organisation's legal status? <i>(charity , registered company, school, etc)</i> | Open Arms Malawi is a registered charity (number 1090655) Pending MaSP membership | | |

Are you registered with CONGOMA?

Yes

No

Are you registered with NGO Board?

Yes

No

Are you a member of the Malawi Scotland Partnership (MaSP)?

Yes

(This is a requirement)

Applicant Details: Scottish Organisation

| | | | |
|--|------------------------------|---|-----------------|
| Name of Organisation: | George Watson's College | Lead Contact: <i>[Must be contactable 10-15th June]</i> | Richard Travers |
| Address: | Colinton Road Edinburgh | | |
| What is your organisation's legal status? <i>(charity , registered company, school, etc)</i> | Charity - Independent School | | |

Are you a member of the Scotland Malawi Partnership?

Yes

(This is a requirement)

YOUR PROJECT:

| | |
|--|-----------------------|
| In one sentence, what overall change will this project achieve? | <i>[max 50 words]</i> |
| Establish Flood defences for the foster homes (concrete aprons & storm drains) | |

| | |
|--|------------------------|
| What problem, relating to the floods in Malawi, is this project looking to address? | <i>[max 100 words]</i> |
| Flood damage to property where the foster / orphans stay with their house parents if funds allow we will extend this into the houses and communities that Open Arms has sent orphaned children back to stay with extended family | |

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| What evidence do you have that this problem is a priority for the local community? | <i>[max 100 words]</i> |
| Previous damage to properties . Little resilience in the buildings to withstand this type of damage | |

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| What will your project do? | <i>[max 200 words]</i> |
| <i>Please describe what activities will be funded, how these will be completed, and who will be responsible for what, and when.</i> | |
| Pay for materials and some skilled Malawian labour. Our school group will work alongside the Malawian labour to dig drains and build concret'aprons' to prevent the worst of the damage. | |

| | | | |
|---|----------|---------------|------------------------------------|
| Where specifically in Malawi is the project based? | | | |
| District: | Blantyre | Town(s)/Area: | Kabula Hill & Surrounding villages |

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|--|-----------------------|
| How many people in Malawi do you anticipate benefitting from this project? | <i>[max 50 words]</i> |
| 55 many people <i>directly</i> benefitting 50 many people <i>indirectly</i> benefitting | |

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| When will the project be completed? | <i>[max 50 words]</i> |
| <i>Latest 31st December 2015</i> | |
| October 2015 | |

| | |
|---------------------------------------|-------|
| How much are you applying for? | £1000 |
| <i>From £1,000 to £3,000</i> | |

If successful, to which organisation should payment be made? Scottish partner Malawian partner

How would these funds be spent?

| Item of expenditure | Cost |
|-----------------------------|------|
| Cement | £300 |
| Skilled Labour | £500 |
| Steel wire - reeinforcement | £200 |
| | £ |
| | £ |
| | £ |
| | £ |

| | |
|--|-------|
| | £ |
| We will confirm these costs will Nevill Beavis | £1000 |
| TOTAL: | £1000 |

YOUR 'PARTNERSHIP PRINCIPLES':

The SMP is committed to good partnership working.

Over the last four years we have consulted more than 200 Scottish and 200 Malawian organisations, asking what are the key *principles* of a good partnership. 11 'Partnership Principles' were identified by the people of Malawi and Scotland, to which we hold ourselves and our members accountable.

As part of your application, please comment on how your flood response will work within each of these 11 principles:

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|---|--|
| <p><u>P</u>lanning and implementing together</p> <ul style="list-style-type: none"> - Whose idea is this? - Who was involved in the planning? - Who is implementing the project? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>George Watson's College & Open Arms.</p> |
| <p><u>A</u>ppropriateness:</p> <ul style="list-style-type: none"> - How does this fit with local and governmental priorities? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>Provides flood damage to local communities</p> |
| <p><u>R</u>espect, trust and mutual understanding:</p> <ul style="list-style-type: none"> - How well do you know the community you are working with? - How will you ensure respect for this community is maintained? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>We have been working with Open Arms for the past 4 years. This will be our 3rd Annual visit. We will be working alongside Malawian skilled labourers</p> |
| <p><u>T</u>ransparency and Accountability:</p> <ul style="list-style-type: none"> - How will you share information about this project? - Who are you accountable to, and how? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>Via the respective website. The school Governors, Open Arms Governance.</p> |
| <p><u>N</u>o one left behind:</p> <ul style="list-style-type: none"> - How will you be sure men and women benefit equally? - How will you ensure the marginalised are not excluded from the benefits? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>Local communities made up of orphaned kids and foster parents some of the most disadvantaged.</p> |
| <p><u>E</u>ffectiveness:</p> <ul style="list-style-type: none"> - When completed, what evidence can you give to show this project has been successful? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>Photographs. Put it on the website.</p> |
| <p><u>R</u>eciprocity:</p> <ul style="list-style-type: none"> - How will communities in Malawi and Scotland contribute to this project? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>We will both be working together practically to achieve this. The school is raising money to match and extend any funding we might receive.</p> |
| <p><u>S</u>ustainability:</p> <ul style="list-style-type: none"> - What will happen after the money is spent? - How will the benefits be sustained? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>We have a long standing relationship with Open Arms and plan annual visits to the orphanages</p> |

| | |
|---|---|
| <p>Do no Harm:</p> <ul style="list-style-type: none"> - Could anyone be worse off as a result of the project? (think about what impact you might have on: the local economy; gender equality; food security; local culture; climate change; democracy, governance and local planning) | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>No. We plan on using local labour to help provide local jobs. We will use local malawian shops to buy materials.</p> |
| <p>Interconnectivity:</p> <ul style="list-style-type: none"> - Who else is doing similar work in this area and how are you connecting with them? | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>We are working with another school on a similar project but near the Lake (Bolera Palms School near Mangochi) As far as i am aware no - one else is doing similar work in this area</p> |
| <p>Parity (equality):</p> <p>Who 'owns' the project? Who has the power?</p> | <p style="text-align: right;"><i>[max 50 words]</i></p> <p>Open Arms, George Watson's College, The foster homes.</p> |

I am happy for all details contained in this form to be put in the public domain *(This is a requirement)*

To the best of my knowledge I confirm all details given in this form to be true *(This is a requirement)*

**Once completed, please email this form to david@scotland-malawipartnership.org
no later than 09.00, 10th June 2015.**