



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:	Ungweru Organisation	Lead Contact: <i>[Must be contactable 10-15th June]</i>	Mr Darren Watson
Address:	P.O. Box 20350, Luwinga, Mzuzu 2, Malawi.		
What is your organisation's legal status? <i>(charity , registered company, school, etc)</i>	Registered NGO		

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:	The CIFA Trust	Lead Contact: <i>[Must be contactable 10-15th June]</i>	Luke Harman
What is your organisation's legal status? <i>(charity , registered company, school, etc)</i>	Scottish Incorporated Charitable Organisation (SCIO)		

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? *[max 50 words]*

Our programme will reduce communities' vulnerability to flooding and support long-term recovery after a flood has occurred in Mzimba District. We will provide support to resume basic food production, strengthen livelihoods and implement preventative measures aimed at reducing future climate-related vulnerability.

What problem, relating to the floods in Malawi, is this project looking to address? *[max 100 words]*

The project will address issues relating to the protection of vulnerable and marginalized groups of people affected by the disaster in the country. In Mzimba District, the livelihoods of people were affected when their homes destroyed due to poor maintenance and disaster preparation. Households in Mzimba suffer from poor infrastructure with several homes made from mud and straw. We will enhance resilience and train community members to prepare their homes on an annual basis to reduce the effects of future adverse climatic hazards that have the potential to leave a grim legacy of death, destruction and devastation.

What evidence do you have that this problem is a priority for the local community? *[max 100 words]*

As of May 2015, over 430,000 people were displaced, 120 either missing or dead and over 100,000 hectares of land destroyed. The magnitude of this year's disasters led to the detrimental effects in Northern Malawi with many homes ruined. Consultation with community members took place in March 2015 and highlighted a number of priorities related to disaster risk management. Through our consultations with the communities and stakeholders it was emphasised that there is a need for a system aimed at reducing the risk of disasters, mitigating the severity of disasters, emergency preparedness, rapid and effective response and post-disaster recovery.

What will your project do? *[max 200 words]*

Please describe what activities will be funded, how these will be completed, and who will be responsible for what, and when.

We will provide a comprehensive and integrated disaster risk management system aimed at reducing risks from disasters mainly induced by natural hazards in Northern Malawi through a series of coordinated measures, capacity building, and at addressing the needs of people affected by disasters, their recovery and rehabilitation. Ungweru will implement a series of disaster-risk-reduction community sensitization meetings that will address child protection, water and sanitation, and food security. We will facilitate the provision of early childhood development services to children and provide children's corner kits and Community Based Child Care kits including toys and games for play and recreation. In addition, we will establish 'child-friendly' spaces where children can feel safe, play, and receive psycho-social support and sensitize communities on the increased risk of exploitation and abuse. In terms of WASH, we will build the capacity of communities to improve damaged toilets and/or sanitation facilities, we will also provide 1500 buckets (with taps) for safe water storage and provide 2000 bottles of chlorine (water guard) in preparation of any potentially affected households. Response interventions in the food security cluster will mainly focus on improving disaster recovery and long-term community flood resilience planning.

Where specifically in Malawi is the project based?

District:	Mzimba District	Town(s)/Area:	
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How many people in Malawi do you anticipate benefitting from this project? *[max 50 words]*

1200 many people *directly* benefitting
5000 many people *indirectly* benefitting

When will the project be completed? [max 50 words]
Latest 31st December 2015
18/12/2015

How much are you applying for? £2850
From £1,000 to £3,000

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

How would these funds be spent?

Item of expenditure	Cost
Project Manager in Malawi (25% time)	£900
Finance Officer in Malawi (25% time)	£390
Community Facilitator in Malawi (25% time)	£270
Training: Disaster Risk Reduction	£350
WASH Equipment	£160
Communication costs	£200
Training Resources	£100
Local vehicle maintenance and local fuel costs	£230
Community based child care kits	£250

TOTAL: £2850

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:

<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>The idea for this programme was formulated by Ungweru organisation and involved consultation with community members, local stakeholders and governmental ministries. The CIFA trust were apart of the planning of the logical framework for the programme. Ungweru will be responsible for implementing the programme.</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>Our programme aligns with the Malawian Governments Disaster Risk Management Act (DRM) and their 2012-2016 DRM Strategy. Our programme aligns locally through the Mzimba District Authority resilience programme that aims to empower communities to reduce the effects of climate change.</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>Ungweru works with disadvantaged communities in Mzuzu peri-urban areas and in rural areas of Mzimba district and have been in operation since 2004. Our activities are based on the principle that engagement through community development and building mutual respect and trust can provide cultural gateways to alternate lifestyles.</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>We are governed by a board of directors and a board of trustees and our M&E frameworks rigorously track project financial expenditures and support the development of monthly financial and performance reports.</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>We use various techniques to widen horizons, raise aspirations and provide opportunities to achieve realistic goals for individuals and groups of regardless of their demographics. Our staff vigorously implement our equal opportunities policy and ensure that all programmes are open to all sectors of the community, especially those deemed socially excluded.</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>We undertake regular monitoring and evaluation of all service provision, our monitoring forms record attendances at each session and at the end of each month, we collect the data and examine our development. Data will highlight the effectiveness of the programme, evidence effectiveness and display project outputs.</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 utilise the knowledge of local stakeholders as well as benefitting from the input of the CIFA Trust, who have individuals who are experienced with working on cost effective DRM programmes.</p>
<p><u>S</u>ustainability:</p> <ul style="list-style-type: none"> - What will happen after the money is 	<p style="text-align: right;"><i>[max 50 words]</i></p> <p>Sustainability is central to the development of our programme, our vision is that communities will be in a stronger position to handle the</p>

<p>spent?</p> <p>- How will the benefits be sustained?</p>	<p>effects climate change and work towards their own community development. Skills and knowledge gained will enable communities to continue benefitting, be that through greater awareness of DRM.</p>
<p><u>Do no Harm:</u></p> <p>- 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>	<p style="text-align: right;"><i>[max 50 words]</i></p> <p>We do not believe that anyone will be harm as a result of the programme, we will use local buyin and introduce communities to a number of local service providers.</p>
<p><u>I</u>nterconnectivity:</p> <p>- Who else is doing similar work in this area and how are you connecting with them?</p>	<p style="text-align: right;"><i>[max 50 words]</i></p> <p>Currently there is a civil society network called NASFAM, who are responsible for educating farmers on the effects of climate change, we will engage with them to educate small scale farmers and household leads.</p>
<p><u>P</u>arity (equality):</p> <p>Who 'owns' the project? Who has the power?</p>	<p style="text-align: right;"><i>[max 50 words]</i></p> <p>The overall power and decesion making for the programme will be both Ungweru and CIFA responsibility but community members and local tradional authorities will have an important say in the activities and the implementation of the programme.</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.**