



CALL FOR PARTICIPATION IN THE „SUSTAINABILITY ACADEMY“

BASIC INFORMATION

„Sustainability Academy“ is a part of „SIGN for Sustainability“ project implemented by SIGN Network of indigenous donors from Western Balkan, funded by The European Union through Instrument for Pre-accession Assistance (IPA) Civil Society Facility (CSF).

SIGN Network project partners for implementation of “SIGN for Sustainability” project are Balkan Community Initiatives Fund (Serbia), Community Development Foundation “MOZAIK” (BiH), Fund for Active Citizenship – fAKT (Montenegro), Center for Institutional Development – CIRa (Macedonia) and FIQ (Kosovo). Partner on the project is also VIA Foundation (Czech Republic), while project associates are National Foundation for Civil Society Development (Croatia) and The Balkan Trust for Democracy.

Sustainability Academy

Sustainability Academy organised in each project country is a training programme through which CSOs gain skills critical to their sustainability. The Academy provides CSOs with sufficient knowledge to enter fundraising processes in their communities with the clear notion that strategic planning holds a logical relation to fundraising. CSOs with more diversified funding, who are in position to engage citizens, will be those CSOs receiving more local and national support and providing increase level of citizen participation and local resources mobilisation.

The Academy consists of 4 training modules in each of the countries. It provides training for 75 CSOs from the region (15 organisations from each country) in integrated participatory strategic and financial planning, fundraising from local sources (business sector and individuals), implementation of economic activities/social entrepreneurship and development of sustainability plans.

There are two phases of the Sustainability Academy. Within **the first phase**, 30 participants from 15 selected CSOs, per a country, will receive training in:

- **Module 1 - Strategic and project planning (2 days)**
- **Module 2 - Fundraising basics (2 days)**
- **Module 3 - Applied fundraising (2 days)**

Organisations have assignments meant to help them practice the skills they learned between modules. It is expected that most of these organisations will, by the end of the three training modules, have improved their capacity for mobilising local resources, their capacity to be transparent and accountable and to engage citizens.

After this phase, the organizations apply for grants in order to practice their adopted fundraising technics and skills.

In **the second phase**, participants have opportunity to share their fundraising experience, implement their projects and receive training for the last module, which is focused on their organizational sustainability plan.

- **Module 4 - Skill share meeting and sustainability and financial planning (4 days)**

Organisations submit their sustainability plans within a month with consultations and technical assistance from staff/experts. After the matching grants were given the organizations proceed to realization of projects that they were fundraising for.

Grants for local fundraising actions

In order to implement their fundraising activities each participating organization in the Academy receives technical grants of 300 EUR. The technical grants are meant to be used for necessary preparations for local fundraising campaigns—promotional materials etc. Organizations have 4 months to fundraise necessary amounts in order to challenge funds from the local SIGN partner, for up to 3,000€ per a project.

NOTE: The fundraising process is competitive on “first come first serve basis. Each organisation will be able through education process to estimate their capacities and set up their fundraising plans, and raise funds accordingly. The matching grants are given to the CSOs that are first ones that raised the projected amount in their FR plans. Only funds coming from companies and individuals are matched, the in kind support or funds from institutions or other foundations is not accepted. The matching grants will be given to the CSOs that are first ones that raised the projected amount in their FR plans. Each SIGN Network partner offers a cumulative amount of 20,500 EUR for challenge grants.

Sustainability Academy timeline

- Application deadline for participation in the Academy - 1st of July 2013
- Selection process (flexible times due to different procedures) 15th of July 2013
- Sustainability Academy 1 (first three modules) – September - mid December 2013
- Application with the project proposals deadline – 15th of December 2013
- Technical grants – end of December 2013
- Fundraising campaigns – 1st of January – 30th of April 2014
- Challenge grants – May 2014
- Sustainability Academy 2 (Module 4) - June 2014
- Sustainability plans submission – July 2014
- CSOs project implementation - May – October 2014

Eligibility criteria

- The CSOs that can apply the academy must be officially registered
- The organizations have to be community based CSOs
- The organizations have to be grassroots CSOs addressing following issues -environment, social inclusion, socio-economic development, reconciliations, human rights, media and freedom of expression and transparency and good governance
- The CSOs should have a project idea whose sustainability will be developed throughout the Academy
- CSOs that can apply must have annual budget less than 10,000 EUR

Selection criteria

- Capacity of organization (number of team members, previous FR and other experiences...)
- Linkages in community (partnerships and cooperation with different entities in community)
- Motivation for fundraising and participation in the academy
- Initial project idea

HOW TO APPLY

Organizations that meet these criteria are invited to submit:

- **Completed application form**, which can be downloaded from www.faktcg.org.
- **Proof of the CSO registration**
- **Statutes of the CSO**
- Confirmation of **submitted financial report** for 2012 to tax authorities

Required documentation must be submitted no later than 1st of July 2013 (16:00 hours) on e-mail address: fond@faktcg.org.



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