



NATO Charity Bazaar

www.natocharitybazaar.org

— ASBL —

FUNDING APPLICATION AND GUIDELINES 2011

NATO CHARITY BAZAAR

The NATO Charity Bazaar ASBL has been holding its yearly charity event since 1968. Though the Organization raises funds throughout the year, the Bazaar is the social event of the year within NATO's international community. Participants in the annual Bazaar are the Members of the Alliance as well as the Partner-for-Peace nations. In 2010, 34 nations were represented.

CHARITY SELECTION PROCESS

Two categories of projects are funded:

- Belgian and International Charities: (50%/50%)
- Emergency requests: These donations are for exceptional or extremely urgent cases. The requested donation should not exceed the amount of 2.000 €. The donations are made throughout the year.

Factors taken into account when selecting charities for donation:

- The request should be for a specific project.
- The charity should be a non-profit organization officially registered (ASBL or VZW if located in Belgium) for at least one year.
- If benefiting organizations receive funds or authorization for funding for a project from the proceeds of a specific Bazaar, two complete calendar years must pass from the date of that Bazaar, before the same organization may reapply to the NCB (for example, an organization that has benefited from funds raised at the 2010 Bazaar can next apply in 2013).
- Application forms must be complete. All questions and requests for explanation should be addressed. If the question is not applicable to your organization, then write "Not Applicable."
- To be considered a Belgian charity, the organization must exist in Belgium.
- We are most interested in funding projects that are:
 - Small specific projects – preferably ones that can be completed with the set amount within a year.
 - Projects that cover the widest spectrum of the community.
 - Projects which, when completed should have a long term impact and be of benefit to as many people as possible.
 - Projects benefiting NATO countries, NATO PfP countries, and countries where NATO is currently engaged for example in Afghanistan – but without excluding projects from other geographic locations.
- Staff salaries and administration costs as a general rule are not supported.
- The maximum amount donated is **10.000 euros**.

The NATO Charity Bazaar members vote on the final list of charities to be funded.

APPLICATION PROCESS

Submit a completed electronic version of this form in **Word format only (no pdf versions)** by email to charity@natocharitybazaar.org. If you are unable to send the form electronically, you may submit a paper copy to: Charity Coordinator, NATO Charity Bazaar ASBL, c/o IMS, T 8004, NATO Headquarters, Blvd. Leopold III – 1110 Brussels. Questions should be directed by email to the Charity Coordinator (charity@natocharitybazaar.org).

All proposals are due by 1 MAY of each year. If funding is awarded, the funds will be transferred in December 2011 with a Donation Ceremony in January 2012. Receipts for goods purchased with funds are required.

- All Belgian charities will receive a personal visit from a representative of the organization.
- All correspondence should be in English and/or French.

ORGANIZATION INFORMATION

Complete this form by either filling in the information electronically or printing out the form and filling it in by hand. Answer each question completely. If you are not sending this form electronically, type or print clearly in ink. We prefer material submitted electronically. However, if that is impossible, then you may submit by mail.

Legal Name of organization: O VIVEIRO ONLUS – Sogna con gli Angeli

Mailing Address for Official Correspondence: Via Marianna Dionigi n.57 – 00193 Rome, Italy

Email address: info@oviveiro.org

Web address: www.oviveiro.org ; www.oviveiroblog.blogspot.com

ASBL No.: 83330 (Registro ONLUS Dir.Reg.Entrate)
Exact Date established as an ASBL: 05 December 2006

Name and title of Organization Contact Person: Miss. Flaminia Giovanelli - President

Contact Person Email Address: flaminia.245@infinito.it

Contact Person Telephone Number: +390639387127 ; +393382593741

Languages Contact Person Can Speak: English French Flemish

Name of NATO CHARITY BAZAAR ASBL Member Contact: Mrs. Laura Denise Bisogniero

Email Address: lauradenise@skynet.be

Telephone Number: 0032 488 41 1919

Geographic Location of the Project (provide city, state and country):

Chitima, Province of Tete, Mozambique

Focus of Project:

- | | | |
|---|--|--|
| <input type="checkbox"/> Health | <input checked="" type="checkbox"/> Women | <input type="checkbox"/> People with disabilities |
| <input type="checkbox"/> Environment | <input checked="" type="checkbox"/> Children | <input type="checkbox"/> Other, please explain below |
| <input checked="" type="checkbox"/> Education | <input type="checkbox"/> Seniors | |

FINANCIAL INFORMATION

Complete this form by either filling in the information electronically or printing out the form and filling it in by hand. If filling in by hand, please PRINT. We prefer material submitted electronically. However, if that is impossible, then you may submit by mail.

PROJECT BUDGET

Total Project Cost € 20.000,00

Will the Project be completed within a 12-month time frame?

If YES, Project time frame: November /2011 to April / 2012

Amount Requested: 10.000,00 Euro

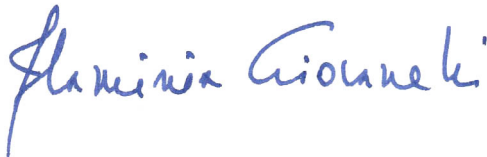
Are you approaching other funding sources for this project? YES NO

If YES, for how much of the project budget? € 10.000,00

If we can only fund part of the project, specify the smallest amount required to make this project viable: € 10.000,00

BANKING

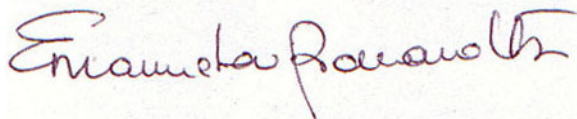
Signature of Organization's Executive Director:



(Flaminia Giovanelli)

Date: 21 April 2011

Signature of Organization's Treasurer:



(Emanuela Bonavolta)

Date: 21 April 2011

PROPOSAL SUMMARY

Is the name of the Proposed Project different than the name of the Organization? YES NO

If YES, what is the name of the Project? VIVEIRO Handicraft Workshop - CHITIMA

State Your Organization's Mission (2 sentences or less. Provide text in English and French.
Application is considered incomplete if the information is not provided in both languages):

ENGLISH VERSION:

Promotion and development of Chitima local community – Tete Province (Mozambique) through the education of girls and little girls in need, age from 9 to 10 years, up to the end of secondary school (age 19-20 years). Girls living at “O VIVEIRO” Center, currently under construction, will be supported in their education and personal growth by educators of different stages, all coordinated by a local responsible and introduced to handicraft activities in order to reach a certain level of self-sufficiency.

FRENCH VERSION:

Mission de l'Organisation

L'organisation est dédiée à la promotion et au développement local de Chitima, Province de Tete (Mozambique) par la formation de jeunes filles mozambicaines en situation de précarité à partir de 9-10 ans jusqu'à la fin des études secondaires (19-20 ans). Les filles, logées dans un Centre «O VIVEIRO», en cours de réalisation, seront suivies dans leur formation scolaire et personnelle par des éducateurs coordonnés par un Responsable local et seront préparées pour des activités artisanales qui leur permettront d'atteindre une certaine autonomie économique.

Summarize the proposed project (4 sentences or less. Provide this text in English and French.
Application is considered incomplete if the information is not provided in both languages).

ENGLISH VERSION

The realization of the “O VIVEIRO Handicraft Workshop– Chitima” is a part of a larger project already started in Chitima, Tete Province, aiming to support and educate young girls. The project places side by side the realization of housing and educational facilities for enhancing curricular study (from the 2nd level of primary school up to the 2nd level of secondary school) with a complementary education regarding food knowledge, household management, hygiene/health care, accountings, handicraft etc. in order to prevent the phenomenon of the school abandon and, in the same time, encourage girls' future work integration,

The project includes the realization (already started) of a building-complex which will offer housing for young girls providing at the same time spaces for educational and handicraft activities. The project involves and engages the participation of the local community (personnel and workers) by teaching assistants and local educators. The project aims to encourage self sufficiency and the local growth of small groups of entrepreneurs and craftsmen.

The area includes: n.6 lodging units (1 already built), n.1 educators' house (under construction); n.3 classrooms; n.1 handicraft workshop; n.1 library; n.1 infirmary; n.1 guardian lodge and n.1 management office for coordination and management (already built); facilities for sports and

recreational activities / farming and breeding patches (partially started); common facilities (restroom, cleansing laboratories/laundry, kitchen refectory) and general infrastructure (already built a well, fence, storehouse, workers facilities/ to build: water tank, septic tank, water and electric power distribution...); chapel (already built).

The surface of all the Chitima Center is 7 ha. The covered surface of the "O VIVEIRO Handicraft Workshop" is estimated in 200,00 square meters.

FRENCH VERSION

Résumé du projet

La réalisation d'un «Laboratoire artisanal O VIVEIRO – Chitima» s'inscrit dans le projet plus ample de promotion et de développement (déjà mis en place à Chitima, Province de Tete). Il s'adresse à la formation de jeunes filles.

Le projet général prévoit la construction d'un centre d'accueil et de formation pour réunir les études de base (à partir du 2^{ème} niveau de l'école primaire jusqu'à l'achèvement du 2^{ème} niveau de l'école secondaire) et l'enseignement complémentaire de connaissance sur l'alimentation, la gestion familiale, l'hygiène et la santé, l'économie domestique, la comptabilité, les activités artisanales, etc. et ainsi réduire le phénomène d'abandon scolaire, et faciliter l'insertion dans le monde du travail.

Pour offrir l'accueil aux jeunes filles le projet prévoit la construction (déjà démarrée) d'un ensemble de bâtiments adapté au séjour de jeunes filles, au déroulement des études et des activités artisanales. Le projet utilise et soutient déjà la communauté locale (personnel et ouvriers) et prépare les assistants et les formateurs. Ce projet favorise le soutien et la naissance de petits groupes d'entrepreneurs et d'artisans.

Parmi les constructions qui ont été conçues, ont déjà été réalisés la chapelle, 1 logement pour le gardien, 1 bureau pour le responsable du centre et des infrastructures générales (le puits, le mur d'enceinte, les magasins pour les matériaux, le dortoir pour les ouvriers).

Les prochains travaux prévoient: 6 maisons d'accueil (1 déjà réalisée); 1 maison pour les formateurs (en cours de réalisation); 3 salles d'étude; 1 laboratoire artisanal; 1 bibliothèque; 1 infirmerie; des lieux pour les activités sportives et de récréation, pour la culture et l'élevage (en partie réalisés); les services en commun (toilettes, blanchisserie, lingerie, cuisine, cantine ...), le réservoir d'eau, les fosses septiques, les réseaux d'eau et d'électricité ...

La superficie totale du Centre est de 7 hectares; la surface du laboratoire artisanal O VIVEIRO sera approximativement de 200 m².

Attach 2 digital photographs of your organization and its work. If your organization is deemed eligible for funding, these pictures will appear on our web site.



FUNDING PROPOSAL NARRATIVE & ATTACHMENTS

On a separate sheet, please provide the following information. We prefer material submitted electronically. However, if that is impossible, then you may submit by mail. If submitting material by mail, then copies of requested material should be attached.

I. Organization Information

1. Brief Summary of Organization's history and mission.

O VIVEIRO ONLUS is an Italian non-profit moral association whose mission is to foster human, moral and social formation and support the educational growth of boys, girls and children in need.

In order to achieve its institutional goals

(Statute: http://www.oviveiro.org/documenti/italiano/Statuto_it.pdf) O Viveiro non-profit Organization (O VIVEIRO ONLUS), constituted on the 31st of October 2006, and registered as a non-profit Organization on the 5th of December 2006, takes advantage of the experience and the free voluntary co-operation of people acting as an association from more than 30 years, providing assistance and moral support both in Italy and abroad.

While promoting the project "O Viveiro Chitima" O Viveiro non-profit Organization (O VIVEIRO ONLUS) co-operates with and coordinates several organizations and groups sharing the same principles and objectives: "ORA community's young missionary group" – Rome, Italy; Parish Church of Chiaravalle - Fiastra (MC), Italy; Parish Church of Gran Madre di Dio – Rome, Italy.

The activities performed in the O Viveiro Center– Chitima are developed in cooperation with the Association O VIVEIRO TETE, constituted under the laws of Mozambique and fostered by the Italian O Viveiro non-profit Association. The Mozambique Association, recognized by the Government of Tete Province with decree n.775/GGT/2008– Gabinete do Governador, 08/08/2008O is responsible for the project on a local scale.

O Viveiro non-profit Organization (O VIVEIRO ONLUS) already performed the following activities in Tete Province: Delivery of medicines to Lifidzi Health Center (2008); Support to Caritas - Diocese of Tete - project for water potabilization (2007); study support for young students in Tete, Changara, Mutarara, Angonia Districts (2007-2011).

2. Description of current programs, activities, and strengths/accomplishments (highlighting the past year), including what makes your organization unique.

The project complies with the National objectives indicated by PNAC – Plano Nacional de Acção para a Criança (2006) and Institutions in respect of Human and Civil Rights, Safety and Social Protection, Universal Access to Education and Leisure Activities.

The Direcção Provincial da Mulher e Acção Social, (DPMAS - Tete) has expressed its favourable opinion (see note n.567/DPMST/07 08 June 2007). The overall project and its steps are periodically submitted to the Authorities, depending upon their specific field of concern.

The project strongly sustains the development of female population, from first youth, so that the girls educated at the Centre can reach such a level of human and professional preparation allowing them to continue their studies (University or specialization), undertake self-employment activities, consciously form new families and co-operate (working at "O Viveiro" or exporting its model) to the growth of other girls.

The uniqueness of the project "O Viveiro Handicraft Workshop" is due to the involvement of Mozambican teenage girls living in a Province where structures of education and job orientation are almost null. The project will tend to teach older girls on how to educate the younger ones, thus producing, little by little, a balanced and autonomous growth of education in the territory of Tete Province.

In addition, another unique and innovative aspect is that the project for the Province of Tete is neither managed by the Government nor by religious congregations, but by Mozambique laypersons (O Viveiro Tete Association/representatives of the local community) supported by Italian laymen,

The following activities are expected to be promoted and performed:

- a). Training to become Family Assistants**
 - Subjects: pedagogy/ housekeeping and accountancy/ farming, (vegetables, plants, flowers)/ breeding/ handicraft/ little maintenance and repairs/ feeding and food conservation/ hygiene and health care....

- b). Support to governmental school**
 - Courses held by teachers to widen girls' knowledge

- c). Intensive courses on extracurricular subjects**
 - Held by highly qualified teachers;
 - Destined to members of the local community;
 - Subjects: languages (Portuguese, English)/ IT/ management/ obstetrics and sex education/ health care and first aid/ accountings/ agriculture/ breeding and veterinary/ handicraft....

- f). Basic learning and ethical/moral education**
 - Every day information transmitted to the girls living in the Centre by the family assistants;
 - Values and principles transmitted through scheduled meetings with laic and religious instructors.

Precisely, the "Handicraft Workshop", will include the following activities:

sewing/ cooking/ food conservation/ weaving and textile picture/ maintenance and repairs...

II. Purpose of Funding Request

1. Please explain your need for support and also the impact this support will have.

It is requested to receive the necessary financing for building the "O Viveiro Handicraft Workshop – Chitima". As already mentioned, build up of other facilities in the Center has already started or has been partially completed thanks to the funds collected by the O VIVEIRO ONLUS Association, through fundraising or contributions (amount already invested = .197.000,00€)

Receiving financial aid should make possible building up the handicraft workshop frame which is expected to be completed with basic technical supply and furniture, tools and machinery using funds made available by the O Viveiro non-profit Association .

The completion of the building will offer the opportunity for starting up immediately some of the handicraft training courses intended for the girls living in the Centre and the local community, with the aim of encouraging self-sufficiency, participants' vocational education and creation of new little handicraft enterprises.

2. List the Proposal's Target Population. In other words, Exactly who and how many people will benefit from this project?

The project involves the realization of 6 living units for 96 girls. It is expected to have the presence of at least 15 educators/trainers plus 15 workers (guardian, management of agriculture and breeding, Center management). The Centre, such as the "Handicraft workshop" is open to young people belonging to Chitima local community, which could attend the above mentioned courses, prior enrollment. A part from its role of social and cultural attraction, the Centre - since the start of site works - supported craftsmen and little local enterprises involved in the build up and the completion of infrastructures.

People in Chitima are very young, the median age being of 42-45 years. Nuclear families, for the most part rural, are made up of 5 members on average. Local families are more or less 16.400. Chitima is living a period of great changes experiencing population growth; being the new capital city of the District, all administrative and governmental functions are on the way to be transferred from the close city of Songo, former capital town of the District and much more well-developed city, due to the presence of the Cahora Bassa dam.

III. Itemization of Project Budget

1. Provide an itemized budget for the project.

Building	Unit price €	Schedule
<i>Tracking building profile and blocks construction Digging the foundations</i>	2.500,00	30 days
<i>Sill plate installation Masonry Insertion of pillars reinforcement steel bars/rods Pillars concrete pouring</i>	5.000,00	30 days
<i>Roof structure Shingle Carpentry (frames, doors, windows)</i>	5.000,00	40 days
<i>Plaster work (exterior/interior) Doors and windows installation Paintings (exterior/interior) Trim</i>	2.500,00	40 days

<i>Building site cleaning</i>		
Total amount - construction	10.000,00	(requested amount)
Systems and fitting		
<i>Electrical system</i>	5.000,00	30 days
<i>Hydraulic canalization</i>		
<i>Furniture/ Tools and equipments</i>	5.000,00	10 days
Total amount - systems and fittings	10.000,00	(by O VIVEIRO ONLUS - non profit Association)
Total amount of the project	20.000,00	

2. Please indicate your **order of importance** for funding, if there are separate parts to the project.
 1. Handicraft Workshop frame building
 2. Systems and fitting

IV. Attachments (If possible, all attachments should be in English and/or French)

1. Bank statement giving official details of the bank account, including IBAN, BIC, SWIFT codes or ABA/Routing Transit Number (USA). No donation shall be made to a personal account.
2. Organization statutes.
3. Annual financial report.
4. Two (2) digital photographs of your organization and its work will appear on our web site. By sending the photos with this application, you are giving your authorization to the NATO Charity Bazaar to use them. If your organization is deemed eligible for funding these pictures will appear in our annual booklet.
5. When the project is finished, you are requested to send receipts for items purchased and photographs of the completed project.