



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: Udruzenje za pomoc djeci i omladini sa posebnim potrebama "Sunce"

(Assotiation for help children and youths with special needs "Sunce")

Mailing Address for Official Correspondence: Milutina Milankovica, no. 6, 71240 Pale, Bosnia and Herzegovina

Email address: udruzenjesunce@paleol.net Web address: _____

ASBL No.: "Not Applicable" **Exact Date established as an ASBL:** "Not Applicable"

Name and title of Organization Contact Person: Bojan Vujinović volunteer-translator

Contact Person Email Address: udruzenjesunce@paleol.net Contact Person Telephone Number: +387 65802086

Languages Contact Person Can Speak: English French

Name of NATO CHARITY BAZAAR ASBL Member Contact: _____

Email Address: _____ Telephone Number: _____

Geographic Location of the Project (provide city, state and country): Pale, Republic of Srpska, Bosnia and Herzegovina

Focus of Project:

- | | | |
|--------------------------------------|-----------------------------------|--|
| <input type="checkbox"/> Health | <input type="checkbox"/> Women | <input checked="" type="checkbox"/> People with disabilities |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Children | <input type="checkbox"/> Other, please explain below |
| <input 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 €: 35 500

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

If YES, Project time frame: 01.01/2012 to 31.12/ 2012

Amount Requested: € 9 000

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

If YES, for how much of the project budget? € 26 500

If we can only fund part of the project, specify the smallest amount required to make this project viable: € 9 000

BANKING

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: Providing services to children and youth with special needs at the Daily Care Center "Sunce"

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

Association "Sunce" is a non-governmental organization that contributes to development of physical and intellectual capabilities of children and young people with special needs, helping them in exercising their rights and assisting them in their full social integration into the community.

FRENCH VERSION

„Sunce“ est l'association non gouvernementque s'occupe d'aider aux enfants et yeunes avec nécessité special. Cet association réalise leur loi de participer à société et deviennent membres utiles de collectivité.

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

Association "Sunce" is providing daily care and social inclusion for 21 children and young people with disabilities at the specially equipped facilities and with the support of adequately trained staff. At least 10 children more would benefit from this type of social inclusion program.

The support to these activities at all levels of BH authority is not sufficient. Usually parents – the associations founders are forced to seek funding to support these activities from sources other than "institutional" support.

FRENCH VERSION

Au „Sunce“ nous avons chambres équipéspour travailler, youer et manger, cet a dire, pour tout la journée. Nous avons personnel capables qui travaillent aves 21 enfants et yeunes avec nécessité special. On existe besoin de 10 enfants encore, mais nous n'avons pasressources d'eux accepter.

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.

Association for Help Children and Youths with Special Needs "Sunce" (hereafter Association) was established in 1999 as non-government organization, which of the main mission is focused to assistance and representing of children and youths with special needs who live in regions of Pale, City of East Sarajevo, the Republic of Srpska and Bosnia and Herzegovina. The Association is, especially, engaged in creating of fair conditions for learning, development and social integration of every LUIS person, through interventions in education, plans of individual and group therapies, culture events, sports experience and socialization activities. It is one of first associations in post war Bosnia and Herzegovina, which puts focus on importance of a family and that LUIS persons should stay with their families in order to develop and reach their potentials, and considers that hospitalization of these persons in a special institute is not justified.

The Mission of the Association is social integration of LUIS persons into society along with developed system of community support.

Association provides assistance to 56 persons with a reduced intellectual ability (LUIS) and their parents. It takes care of 21 LUIS persons within the Daily Care, where 4 employees and, where and when it is necessary, additional 13 volunteers of variety professions take care of them.

Speech therapist services have been used by 40 to 50 children from Pale and the Region. The Association possesses the building of 450 square meters, greenhouse, estate for agricultural activities under occupation workshop and protection workshop.

The Association is member of the Union of persons with a mental disability of the Republic of Srpska and act as active and cooperative partner to other associations in BiH.

The main body is the Assembly of the Association comprised of parents. Other bodies are the Steering Committee, the Committee for Supervision and it is represented by the president of the Association. Following international donation/projects have been awarded to the Association:

- Construction of the Daily Care "Sunce" building, the value of the Project is 347,000.00 EUR, realized in partnership with the CIMIC Unit, engineer unit of the Italian contingent of the SFOR, financed by the Government of the Republic of Italy.
- The Project of daily care of children and youths with special needs, financed by the World Bank in amount of 15,340.00 EUR- 2004. Year.

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

-In March 2011, we have implemented a project "Sa Suncem na snijeg" supported by the Raiffeisen Bank which included 73 individuals with decreased intellectual capacities. Six associations from BiH participated on this Project. The participants were competing in giant slalom, sledging and shooting targets with snowballs.

-The project "we also want to be useful and hardworking members of the community in which we live", financed by Caritas, is currently being implemented in BiH. The project is aimed at providing training for 6 mothers and staff in making handicrafts in order to improve their house budget and further train youngsters that are attending Daily care.

-As of March 2011, we are implementing a Project "Our Free Time" designed for school children (9 children with special needs and 9 talented children, students attending elementary school) which is financed by the World Vision. The purpose of the project is to reduce the negative impact of modern media technologies on children by organizing their leisure time in a quality way.

-A two-year project by Foundation "Mozaik" called "Inclusive Centers in the Communities" started in April 2011.

-The project of providing daily care for children and youth with special needs is being implemented since November 01, 2008, and is ongoing. During the past year, in total € 26 500 were provided for this project.

-This project makes our organization unique in BiH because parents have used their legal right to create a mixed system of social protection and took on the responsibility of managing the Daily care themselves.

II. Purpose of Funding Request

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

The project of providing services to children and youth with special needs at the Daily Care Center "Sunce" is currently being provided to 21 users. Due to limited funds, we are not able to increase the number of users. Based on the requests and estimations made so far, by 2012, we expect to have at least 10 requests more for daily care that we are not going to be able to accommodate. This support would enable us to provide daily care for these additional users during 2012.

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

Direct beneficiaries from this project would be 10 new users of the Daily Care services and their families. Increase in the number of users would reduce constant demands coming from parents who wish their children to benefit from the Association's daily care services.

III. Itemization of Project Budget

1. Provide an itemized budget for the project.

The cost of providing daily care for 21 users during year 2010 amounted to € 26,500.00.

Fixed costs (for maintenance of the facilities, electricity, water, heating, communication etc.) were € 7.600,00.

€ 18 900 was provided to 21 users or € 900 per each user. In order to increase the number of users up to 31 in 2012, we lack € 9.000,00.

2. Please indicate your **order of importance** for funding, if there are separate parts to the project.

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.