

GUIDELINES FOR ASIA PACIFIC REGION PROJECT 3L

Project 3L: “Life-Long Learning”

(Project funded by the Friends of Asia Pacific WAGGGS)

BACKGROUND

Since 1999, Friends of AP WAGGGS (FAPW) has gained enormous support from countries all over the world. FAPW works to raise funds for the development of Girl Guiding and Girl Scouting in the Asia Pacific Region. In line with the aim of FAPW, **Project 3L: “Life-Long Learning” (Project 3L)** was introduced to support projects that could contribute to the capacity building of girls and young women.

It is envisaged that Project 3L will give young women skills to use in all aspects of their life; not just those related to Girl Guiding and Girl Scouting. It aims to provide opportunities for Member Organizations to hone quality Girl Experience by coming up with well-designed projects that focus on leadership and governance, opportunities for growth, safe space for girls, and a wider world impact. T

The project may be conducted at any level of the MO (e.g. National, State, Province, Unit, Troop, or etc.).

FUNDING

1. The maximum amount of grant per project is GBP 2,000.
2. Only six Project grants will be awarded per year
3. Expenses over the amount of the grant will be the responsibility of the Member Organization.
4. Up to 40% of the grant may be used for travel expenses, administration and/or staff costs, if any.

CRITERIA

1. Projects should contribute to the development of girls and young women in:
 - a. Leadership practice
 - b. Quality experience for girls and young women
 - c. Governance
 - d. Safe space for girls
 - e. Advocacy
 - f. Innovation and social entrepreneurship
 - g. STEM (Science, Technology, Engineering, Mathematics)
 - h. Nutrition
2. Projects should be examples of a high quality Girl Guiding/Girl Scouting experience with methods that are Relevant, Exciting, Accessible and Learner-Led (REAL).

3. Projects should incorporate the applicable elements of the WAGGGS educational method:
 - a. Learning in small groups
 - b. Learning by doing
 - c. Connecting with others
 - d. Connecting with my world
 - e. My path, my pace
4. At least 50% of the participants in each project must be members of the Member Organization under the age of 30, with at least one project team lead that falls under this age group.
5. The project must be completed within 12 months upon receipt of grant.
6. MOs cannot apply for a new project unless they have submitted a report on their previous project. Furthermore, failure to comply with the deadline of report will have an effect on the MOs applications in the future.
7. Each project will receive funding only once from Project 3L. The Member Organization may choose to continue the project through self-funding or alternative funding arrangements.
8. The project with a sustainability plan will be prioritized during the selection process.
9. In case the proposed project falls under the ongoing programme of the MO, it must target new beneficiaries to be eligible. Such kind of project can receive grant from 3L project only once to strengthen and amplify its impacts. Application for the same project, even if it reaches out to new beneficiaries will not be eligible for a second grant.

PROCEDURE

1. Applications for the project must be submitted by 30 June of the preceding year. Only applications that meet the criteria will be considered.
2. Member Organizations may submit one project proposal per year to the Asia Pacific Regional (APR) Committee.
3. The APR Committee will select up to six projects each year from the proposals submitted by Member Organizations.
4. If a Member Organization has already received a grant within the triennium, preference will be given to a Member Organization that has not received a grant.
5. Member Organizations will be notified by the APR Committee within 2 months from the deadline as to whether they have been successful.
6. Member Organizations must sign a grant letter and agree to the terms and condition of the grant, before receiving the grant money.
7. The APR Committee, through the Programme Coordinator (Global Programmes Team), will monitor the progress of projects ensuring that funds are used as agreed by the Member Organization and the APR Committee. An evaluation form will be sent to the Member Organizations with specific instructions. It is mandatory for MOs to accomplish such form.
8. Member Organizations must complete the budget (included in the application form) while

applying for the grant showing the breakdown for anticipated expenditures. A final report showing the breakdown for expenditures of the allotted grant as per actual expenditure should be submitted along with the project report. The format for the same will be provided.

9. Within 2 months of completion of the project, Member Organizations should submit a complete report using the template provided prior to the APR Committee meeting in the following year. A copy of each report will be sent to FAPW Working Group.
10. MOs cannot apply for a new project unless they have submitted a report on their previous project. Furthermore, failure to comply with the deadline of report will have an effect on the MO's applications in the future.
11. Upon completion of the project, Member Organizations must submit an article describing the project and the outcome. The article should comply with the requirements of GDPR (General Data Protection and Regulation). It will be edited and featured in WAGGGS communication channels. A guide containing the specifications of the article will be provided for this as well.
12. The Project MOs may be requested to present their Project at the AP Regional Conference.
13. MOs are encouraged to give certificates of participation to participants of the projects and the certificate template will be provided by the AP Regional Committee.

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TIMELINE

Jan – June	Call for applications (send out guidelines and application form)
June 30	Deadline for application
July – Aug	Asia Pacific Regional Committee approval via e-mail
Sept – Oct	Announce the approved projects, process grant letters (send out the project reporting template)
Nov – Dec	Arrange transfer of grants to MOs
Jan – Dec	MO implement the Project, submit the Project report to Asia Pacific Regional Committee

Guidelines First Approved: 2004

Amended 2011, 2015, 2017, 2019