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INTERNATIONAL FUNDING RESOURCE GUIDE

STAR PROJECT
of
Delphi International
Strategies, Training and Advocacy for Reconciliation



PN-ACG-155

International Funding Resource Guide

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Editors

Lael Stegall Rada Vujovic, Jill Benderly Kristine Jenkins

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Sanja Bachrach-Krištofic

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**The STAR Project of Delphi International
Strategies, Training and Advocacy for Reconciliation
Women for Social Change
in the Yugoslav Successor States**

The Star Project supports non-nationalistic women's organizations in Croatia, Bosnia-Herzegovina and Macedonia. Encouragement, technical assistance and financial support is given to specific projects in income generation/small business development, women's health, prevention of violence, media and electronic communications. STAR partner groups combine service delivery with advocacy for social change through democratically-run organizations that serve multi-ethnic communities.

Four year USAID funding of approximately \$ 3.41 million has been augmented by gifts-in-kind, significant volunteer services and significant contribution in private foundation support since STAR is beginning in late 1994. These private funds are significantly leveraged by STAR programs and enable STAR to also work with groups in Serbia and Kosovo, promoting crucial regional cooperation and reconciliation.

WASHINGTON DC USA

Lael Stegall Co-Director International
Alexandra Detjens Administrative Coordinator
Jessica Greenberg Project Assistant
Delphi International/STAR Project
1828 L Street Suite 900
Washington DC 20036
USA
Tel: (202) 898 0950
Fax: (202) 898 0885
Email: ad@delphi.int.org

ZAGREB CROATIA

Jill Benderly Co-Director Regional
Zvezdana Schulz Country Coordinator
Rada Vujovic Project Assistant
Delphi International STAR Project
kneza Mislava 11
10000 Zagreb
Croatia
Tel: 385 1 46 12 409
Fax: 385 1 46 12 428
Email: delphi.international@zly.tel.hr

SKOPJE MACEDONIA

Edith Johnson Country Coordinator
Natasa Milenkovic Program Assistant
Aferdita Imeri Project Assistant
Delphi International/STAR Project
Bulevar VMROs 1/5/1
91000 Skopje
Macedonia
Tel: 389 91 220 959
Tel/Fax: 389 91 130 223
Email: starmk@unet.com.mk

SARAJEVO BiH

Cressida Slote Country Coordinator
Nedzma Džananović Project Assistant
Delphi International STAR Project
Obala Kulina Bana 4
71000 Sarajevo
BiH
Tel/Fax: 387 71 201 612
Email: cslote@aol.com
MEET (Microcredit Education and Empowerment Team)
Leesa Wilson Project Director
Natasa Goranja Project Assistant
tel/fax: 387 71 211 601
Email: ccwilson@aol.com

INTRODUCTION

The STAR Project of Delphi International has been providing encouragement technical assistance and financial support to non-nationalistic women's groups working for social change throughout the Yugoslav Successor States since late 1994. STAR works with a remarkable network of new NGOs that are committed to democratic principles and seek to build healthy organizations that will last for many years to come. Developing sustainable financial support for this work is an important responsibility for these new independent organizations.

Inevitably seeking new funding sources to support social change work in women's health, violence prevention, economic independence, human rights, and skill building in media, conflict resolution, and organizational development has become a challenge for many. Learning new skills in fundraising from a universe of international organizations, foundations, and donors in a time of transition, economies, and a post-war climate when humanitarian aid is diminishing rapidly has made the challenge even greater. Trainers, workshops, and connections at international conferences have introduced new approaches and contacts on fundraising. Interest in building skills within organizations has grown enormously. NGOs know they must develop skills and manage their own fundraising and can no longer rely on the temporary help of an international volunteer. Sustainability and the development of diverse and indigenous sources of financial support is a premier goal.

To assist women and social change organizations in the region, the staff of the STAR Project decided to publish this International Funding Resource Guide. We believe each of us should teach each other and share what information we have. This is what women have done throughout the world in building social change movements. As a result, women worldwide have educated traditional funding sources about their work, have inspired new philanthropies like the Global Fund for Women and Kvinna till Kvinna, and in a few cases, have even persuaded a few governments to fund women's advocacy for social change. The STAR Project and our many colleagues throughout the region are making these links with each other and we hope the Guide will be a resource to be shared and improved as more contacts are made and new skills are developed.

A word of advice on how to use this Guide: Tips, guidelines for writing a proposal, and the directory of sources are based on general principles used by a range of international funders, largely in Europe, a few in the United States, and the recent

experience of social change groups in the region. Information on funders is always changing and we hope there will begin to be more sources that will recognize the important work of social change NGOs in the Yugoslav Successor States. So we hope that the directory of sources will increase. Your hard work and willingness to share information will help that happen.

The Guidebook is written primarily for NGOs that have had some successful experience in fundraising and have the capacity to communicate in English and meet financial reporting requirements.

It is important that your organization be registered as an NGO under the laws of your country and have established procedures for receiving international funds. You will need to document your status. More on those procedures later.

We have tried to give as much information as possible on foundations and funders who are likely to support women's projects in the region. However, simply because a funder appears here does not mean that they will automatically support every project. Rejection is a normal and common experience! Use the information we provide here to identify the most likely supporters of your project or program and focus on those. Do not waste precious time and energy sending general proposals to funders who state interests that exclude you (for example, those supporting projects only in Macedonia if you are in Bosnia-Herzegovina).

There are also many sources of support which are not listed in this publication. Always keep your eyes and ears open for news of foundations, governmental programs, etc. which may be able to support your work. Look for information on the Internet, in international information centers and in other NGO resource guides. Ask current donors and international aid organizations working in your community to help you identify additional sources for financial support.

Finally, please keep in touch with STAR about how you use this book, in which ways it is helpful, and how it can be improved. The STAR office in Zagreb has additional written materials on foundations and we will try to keep you informed on new sources as we learn about them. Good luck!

Lael Stegall, Jill Benderly, Alexandra Detjens, Rada Vujovic of the STAR staff, and Kristine Jenkins, consultant.

Second edition, April 1998

GOOD QUESTIONS ABOUT INTERNATIONAL FUNDRAISING

Should My Organization Apply for International Grants?

If your organization has a good idea for a project which is well-planned and timely you can find a way to make it a reality and international foundation sources MIGHT be one resource for you. Foundations should not be thought of as major long term sources of support but are a valuable source for groups and projects to get started and to try out new ideas.

Fundraising is not a secret mystical art - anyone can do it. It is a systematic well planned approach to securing independent sources of funds for charitable activity conducted by registered non governmental organizations (NGOs). Fund-raising is time consuming and can be frustrating but if you keep at it sooner or later your hard work may be rewarded.

Successful fundraising requires diligence systematic research and planning budget development and management good writing and presentation skills and responsible follow up. International fundraising entails extra expenses for international telephone calls and communications. Foreign language skills are a must and strategies must be planned for approaches to each funder. Small and very new NGOs may not have the staff and financial resources to do this work. So think carefully about the capacity of your organization to dedicate energy to international funding sources.

Finally NGOs that decide to engage in developing diverse international resources AND local fundraising activity as well must dedicate a staff person or team who will be responsible for coordinating the fundraising activity of the NGO. It is interesting challenging work and it is a skill which your NGO must develop. Plan carefully WHOM and HOW this work will be done.

Who are these international donors?

When approaching foundations it is important to keep in mind that they are staffed by people who are interested in supporting constructive innovative projects. Rather than dealing with an "institution" you will be working with individuals at the institutions who most often want you to prepare a proposal they can support. It is in part for this reason that foundations provide information about funding interests and application procedures to potential grantees. So research on the donor and careful planning of your project to meet the requirements of the funder before you write a proposal is essential.

Funding sources may be a foundation established by a family or individual (for example the Rockefeller Foundation) a fund established by a company or corporate donor (for example American Express Foundation) a "public charity" funded by many individuals (such as the Global Fund for Women or Kvinna till Kvinna) or a fund established with government money (for example Swedish Development Fund). In Europe political parties labor unions and church based communities often have significant resources for funding social change work.

Many U.S. foundations do not fund international projects or they have very rigid restrictions. For this reason you must research the funding source carefully. Some funders insist that the grant be made through a U.S. based NGO. And there are donors that prefer to be anonymous and their names will not appear in resource lists.

How much time will it take to apply?

International foundation fundraising takes TIME! Foundations may respond quickly to your proposals but often they have a lengthy process for evaluation approval and pay-out of grants. Avoid frustration and futility by applying well in advance of the deadlines. Expect an application process from start to finish to take six months for completion.

How will I explain my organization's budget and financial system?

Budget development and presentation scares many new NGO activists. You are not alone in feeling nervous about how to explain your fairly new financial system for your NGO. International donors require very careful and accurate reporting of your current budget for the organization as well as information about your past and future funding sources. Budget information must be included in your proposal. Prepare a list of estimated costs and list your expected sources of income. Funders understand and want to know that you seek funds from a variety of sources, including donors from your own community. Do not be shy about listing names of foundations to which you have applied for additional funding. Funders want to know that you have been realistic in your planning for income. Also, ask for help from a STAR staff person or another international NGO if you have questions about how to format your budget.

Well planned budgets and financial documentation are an extremely important part of your proposal as this means you are very serious in planning your organization's future. Donors are really considering a grant to you as an investment which will result in a successful project and a healthy and perhaps stronger organization. You can be honest about how difficult a project will be and your anticipation of lessons you will learn. Social change funders want to know you are trying out a new idea that has risks.

As foundations will often only support costs related to a specific project, it is important to document in your proposal the less formal or grass-roots methods of fund-raising. These include a whole range of sources: membership fees, fees for service, income generating non-profit business activity (i.e. sales of handicrafts, notecards, etc.), advertising and special events such as benefit concerts, parties, art exhibits, second-hand sales, performances, auctions, raffles, and other volunteer organized events. Not only do such events bring much needed funds to support your overall work, but they can be effective in raising awareness about a particular issue and help to build links with your community.

International funding support is only temporary so these donors want to know that you are exploring local and long-term sources of financial support in your own community. In-kind support from local groups and volunteer activity "cost-sharing" is a very good way to demonstrate local support for a project. These contributions can be itemized in your income section of the budget. Often foundations will agree to provide "matching funds" for a project. This means that the fun-

der is prepared to give financial support at the same level as some other funding source For example if you raise \$4 000 for your project from funder A funder B will give you an equal amount This is one way that funders encourage groups to diversify their support base

What are the requirements for international funding applications?

Requirements for fund applications are as varied as the donors! Some funders will require that you use a specific application form while others will accept the proposal as you have written it You should develop your own style of proposal writing anticipating questions that might be asked and answering them within the context of your community and its particular social political and economic context

Language

While international funding proposals will usually need to be in English (unless specifically requested in another language) donors do know that English is not your first language Be as clear as possible about your idea but don't worry about minor grammatical errors A donor would rather read your own words in a proposal than be confused by the polished English writing of an international volunteer whose own ideas might have shaped the proposal rather than yours

How will I interest the donor in our project?

Competition for international funding resources is very high and many donors have had little if any experience in the Yugoslav Successor States Remember that many of the people you contact at foundations have never been to your country and they may not be able to visit your project personally Therefore it is very important that your proposal give the reader "a picture" of you your organization and the community you live in Quotes from individuals descriptions of what participants said or the atmosphere in a workshop a few photographs or even a small map of your country will help the reader of your proposal to get a vivid and "real" understanding of the need for your project Your proposal needs to capture the attention - heart soul and brain - of the people who read it COMMUNICATION is an extremely important part of fundraising Plan a communication strategy to complement your fundraising activity

BASIC FUNDRAISING TIPS

Get as much information as possible

Most international funders provide information on the kinds of work they support in the form of annual reports funding applications guidelines charters and in some cases regular publications. Such information can tell you how many grants a funder awards each year how large their average grants are what kind of organizations they usually support and what their guiding philosophy and history is. After requesting and receiving such information read it thoroughly. This will help you prepare a funding proposal which is likely to be supported and will also save a lot of time and trouble because you may discover that a particular funder is not appropriate for the project you are proposing. Be curious about a funding source as you may learn that the funder has ties to political or religious interests that are inappropriate for your organization. You have rights to ask questions and to say no.

Seek support from more than one source

Sometimes a foundation will only be able to award partial support for a project - don't let this stop you. You should pursue the rest of the funding from other sources. The additional funding should be relatively easy to find as many foundations feel more confident supporting a project once another funder has already committed itself to support it. Receiving funds from more than one source is a good habit to establish. Having more than one donor shows funders that you are resourceful and do not rely solely on their support. It will also contribute to the health of your project if you have a wide base of support and do not depend too much on any one source.

Be persistent

Sometimes even the most well-prepared proposals will be turned down for any number of reasons. Rejections are common place and you should not take it

personally! You may get a reason for your rejection or not but you should always try to learn what you can from the donor. Do ask if you can apply again at a later date. Rejections are disappointing but you must continue to look elsewhere for the support you need.

Build a relationship with funders

One of the best ways to build a relationship with funders is simply to communicate and keep in touch with them. It is relatively easy to make a good impression simply by preparing all reports and financial information in a timely fashion, occasionally sending information on other aspects of your work, and responding to their requests or questions. Sending a thank-you letter is something many organizations forget to do after receiving support from a foundation. Such details are important as they acknowledge formally your appreciation for the donor's support. Remember, the program officer of the foundation or funder most often has responsibilities to others in their organization and your written communications are important evidence that the foundation is doing its job. Personal handwritten letters in your own words are very effective ways of letting the funder know your gratitude. Even if newsletters are in local languages, funders will appreciate your effort to communicate with them. Even if a funder cannot support your work at one point, they may do so in the future. It is good to keep in touch with some funders who have not yet supported your work but who have similar interests and fields of activities.

Analyze, plan and strategize your project before submitting a proposal

Keep in mind the audience for your proposal. Many very good projects are not funded simply because they are sent to an inappropriate funder, or because the project is not adequately described. Before approaching a foundation with a proposal, you should be able to answer the following questions:

- Does the foundation's field of interest include the type of service or program you are proposing?
- Does the amount of money you are requesting fit within the foundation's range? If not, how do you propose to make up the difference?
- Does the foundation support projects in your geographic region? What types of organizations has the foundation supported in the past?
- Does the foundation require an application form? Can proposals be submitted on an on-going basis, or are there specific deadlines for submission?

Look at your project from different perspectives

Is there some aspect of your project that could be attractive to "single-issue" donors? A project on women in the workplace for example could be supported by a labor-issues foundation a women s-issues foundation and economic-issues foundation and perhaps even an environmental-issues foundation Listen carefully to the descriptive words of a funding resource for themes on how you might describe your work Currently many international funders are interested in development of civil society organizations democratic governance and community-based leadership human rights skill building in conflict resolution or cooperative problem-solving media and communications for reconciliation and sustainability Think about how your work can be described using these themes

Follow up on your grant

After you have received a grant and have spent it on your project you must provide a full financial report and a final narrative description to your funder(s) Most foundations will inform you as to their particular reporting requirements and deadlines when you receive the initial grant When you write a thank-you letter to your funder consider inviting the funder to an event or to visit the project Following up your grant in this way is part of developing a long-term relationship with a funder and goes a long way towards helping you receive funding in the future

Share funding information

One of the best ways to get funding tips is by word-of mouth If you hear of a grant or funding opportunity that isn't right for your group pass the information on to someone else who may benefit from it Donors want to know about other groups engaged in similar work in a region and funders do share information with each other You can help educate more funders to the importance of social change work in the region by encouraging the exchange of information between NGOs



COMPONENTS OF A FUNDING PROPOSAL

Cover Letter or Cover Page

Your proposal should be directed to a specific person at the foundation. A simple one paragraph letter stating a specific request for funds and a description of the attached proposal and documents is adequate. State your interest in welcoming questions about the proposal and your interest in knowing as soon as possible about whether your proposal will be considered. Invite the donor to make a site visit. You might list the names of other international donors or colleagues who can speak to the merits of your request. This is especially important if the donor has no familiarity with your region of NGO. A good proposal can be written in 5-6 pages.

Proposals can be mailed and/or FAXED if there are instructions for doing so. Some donors will accept application by electronic mail but you must make certain of this before you send documents. Be sure to confirm that your proposal has been received by the donor. Then be patient!

While many international donors have specific application forms or guidelines some do not. We have included in the Guidebook a common grant application form used by many social change funders in the U.S. It will serve as a useful guide for you in submitting a well-documented proposal.

Request: The Need for Funding Support

Many groups new at fundraising forget to ASK for a sum of money. The donor then assumes you are not very clear about what you want or need and so your proposal is not taken seriously. Describe the problem your NGO will address in a specific project and why this is an important time to work towards a solution of this problem.

Background

Briefly describe your organization or group. How, when and who started the organization. Explain what has led to the decision to undertake a particular project or organize a seminar, etc. Here you can again establish the need for something specific to be done regarding a particular problem or issue. Explain how your NGO is skilled to work on this issue. Do not assume that the funder will know about the political, social or economic circumstances under which you work. Explain the current context in your country which inspires your work.

The Project

Describe your plan of action. How will your idea address the problem you have described in the previous section? What kind of materials and resources will you need to have at your disposal? What resources do you already have? What outcome do you anticipate and how will you follow up this part of your work? What is your time-table for implementing the project? What alternative plans have you made in case you do not receive funding from this source? Many international funders are also interested in how your NGO and project relates to other groups in your community and in the region (and even globally) who are working on the same issue or at least are concerned about solving the same problem.

Project Management

Who will work on this project and what are their qualifications that will likely make it a successful activity? How is your NGO governed? You will want to demonstrate that you are engaging others in decision-making and that a democratic process is underway. How will others in the community or in other NGOs be involved in learning from your work?

Evaluation

The funder wants to know how you will measure the "success" of your work and how you will make use of valuable information from both your mistakes and achievements. Interviews, group feed-back, questionnaires at workshops, media clips from local newspapers, comments from policymakers, these are among the common ways social change NGOs conduct an evaluation of their work.



Budget - Projected Expenses and Income Statement

A specific budget detailing all costs of a project must be included in your grant proposal. Typical items in a budget might include the following: personnel and benefits (including local taxes), costs for equipment, rental of a hall, facilities and meals, costs for a seminar, interpretation costs, communications, costs for copying, telephone and fax, local, regional and international travel (the latter only if the project requires it) and finally, administrative costs. Often new NGOs neglect to fairly estimate the REAL costs of running a project and so they end up losing money. It is appropriate to estimate a 5-10% line item for administrative costs (legal, accounting, basic office supplies, utilities, etc.) unless the donor specifically prohibits funding for those expenses. Your realism in projecting the actual costs of a project will be respected by the funder.

Be sure to list EXPENSES and anticipated INCOME for the year in which you are doing the proposed work. Many proposals fail to provide adequate information on INCOME, both past and future sources. No funder wants your NGO solely dependent on their resources for support. This is becoming a much more crucial concern as humanitarian aid sources are diminishing in this post war period.

Conclusion

Briefly restate the need for funds, the solution, why your organization is likely to be successful in this work and finally, why the timing for a grant now is so important.

Attachments

It is very appropriate to attach a sample of your newsletter, press clips, a brochure about your organization or any other documents that give an interesting and full picture of your work. You MUST attach all NGO registration material and documentation that relates to your ability to receive international funds.

This is an example of the "common grant application" which you can use as a model when writing your project proposal. SOME funders who are enlisted in this guide accept this form while OTHERS have special instructions or forms that you must request from them. Each project proposal MUST be written in English language, unless otherwise indicated.

NNG Common Grant Application

NARRATIVE (maximum of 5 pages)

Describe your organization

- Problem statement: what problems, needs, or issues does it address?
- Briefly describe your organization's history and major accomplishments
- Describe your current programs and activities

Describe your request

- (If you are requesting general support, you may skip this bullet.) If other than general operating support, describe the program for which you seek funding, why you decided to pursue this project, and whether it is a new or ongoing part of your organization.
- What are the goals, objectives, and activities/strategies involved in this request? What is your timeline?
- Who is your constituency? (Be specific about demographics such as race, class, gender, ethnicity, age, sexual orientation, and people with disabilities.) How are they actively involved in your work, and how do they benefit from this program and/or your organization?
- If you are a grassroots group, describe your community. If you are a state, regional, or national organization, describe your work with local groups, if applicable, and how other regional and/or national organizations are involved.
- Describe systemic or social change you are trying to achieve.



ATTACHMENTS (supply everything checked below)

Evaluation

- Describe your plan for evaluating the success of the project or for your organization's work. Who will be involved in evaluating this work—staff, board, constituents, community, consultants? How will the evaluation results be used?

Organizational Structure/Administration

- Briefly describe how your organization works: what are the responsibilities of the board, staff, volunteers, and if a membership organization, the members?
- How representative are these groups (board, staff, etc.) of the communities with which you work? Please outline general demographics of the organization.
- Who will be involved in carrying out the plans outlined in this request? Include a brief paragraph summarizing the qualifications of key individuals involved.
- Provide a list of your board of directors with related community and employment affiliations.
- Organizational chart showing decision-making structure.

Finances

- Organization's current annual operating budget (See attached budget format)
- Current project budget, if other than general support (See attached budget format)
- List individually other funding sources for this request. Include amounts and whether received, committed, or projected/pending.
- Most recent completed year's organizational financial statement (expenses, revenue, and balance sheet), audited, if available.
- A copy of your IRS 501(c)(3) letter. If you do not have 501(c)(3) status, check with the funder to see if they are willing to fund through your fiscal sponsor or are willing to exercise expenditure responsibility. Additional information may be required to do so. NGO registration documents.

Other Supporting Material

- Letters of support/commitment (up to three)
- Recent newsletter, articles, newspaper clippings, evaluations, or reviews (up to three)
- Recent annual report
- Other

NNG Common Grant Application Cover Sheet

Organization name _____

Date of application _____

Address _____

Telephone number _____ Fax number _____

Director _____

Contact person and title (if not Director) _____

Grant request \$ _____ Period grant will cover _____

Project title (if project funding is requested) _____

Type of request

general support start-up costs project support

endowment capital expenditure technical assistance

other

Total project budget (if request is for other than general support) \$ _____

Total organization budget (current year) \$ _____

Starting date of fiscal year _____

Summarize the organization's mission (2-3 sentences)

Summary of project or grant request (2-3 sentences)

NNG Common Grant Application - Budget

If you already prepare organizational and project budgets that approximate this format please feel free to submit them in original forms You may reproduce this form on your computer

Budget for period _____ to _____

EXPENSES			REVENUE	
ITEM	AMOUNT		SOURCE	AMOUNT
		Position FT/PT	Government grants & contracts	\$ _____
Salaries & wages (breakdown by individual position and indicate full or part time)	\$ _____	_____	Foundations	\$ _____
	_____	_____	Corporations	\$ _____
	_____	_____	Earned Income	\$ _____
	_____	_____	United Way Combined	\$ _____
Fringe benefits & payroll taxes	\$ _____		Federal Campaign & Other federated campaigns	
Consultants & professional fees	\$ _____		Individual contributions	\$ _____
Travel	\$ _____		Fundraising events & products	\$ _____
Equipment	\$ _____		Membership income	\$ _____
Supplies	\$ _____		In kind support	\$ _____
Printing & copying	\$ _____		Other (specify)	\$ _____
Telephone & fax	\$ _____		_____	\$ _____
Postage & delivery	\$ _____		_____	\$ _____
Rent & utilities	\$ _____		_____	\$ _____
Other (specify)	\$ _____		_____	\$ _____
_____	\$ _____		_____	\$ _____
_____	\$ _____		_____	\$ _____
_____	\$ _____		_____	\$ _____
TOTAL EXPENSE	\$ _____		TOTAL REVENUE	\$ _____
			BALANCE	\$ _____

DIRECTORY OF POTENTIAL INTERNATIONAL FUNDING RESOURCES

We have tried to give you as much useful information as we could on each of these sources. Each listing is included because there is current indication that this source will review proposals for women's social change work in the Yugoslav Successor States.

Foundation Dutch "Albert Schweitzer Fonds"

This foundation has the goal to give financial support to medical programs/projects, special equipment and medicine.

Bisonspoor 364
Toren 5-11
3605 JX Maarssen, The Netherlands
Tel: 31-34-655 3027
Fax: 31-34-655 1829
Contact: Mevr. Drs. C.M. Lavell

Bosnian Women's Initiative

BWI, a \$5 million initiative funded by the US Department of State, aims to devise and finance activities enabling war-affected women, especially returning and displaced women, to rebuild their lives and contribute to the long-term reconstruction and democratization of their communities and society. BWI funds will be channeled through local NGOs for women's economic empowerment, income-generating projects, capacity-building, micro-credit, advocacy.

UNHCR Sarajevo/Unis Building
Fra Andjela Zvizdovica 1
71000 Sarajevo, BiH

Tel 387-71-483 110
Fax 387-71-447 868
Contact Eddie Gedalov

Charities Aid Foundation

The Charities Aid Foundation is funded through government moneys in the U K and is governed by a Board with representatives from each of the major political parties. Currently they can only support projects in Macedonia and Slovenia- but it is expected that they will open up to other parts of former Yugoslavia in the future. The Charities Aid Foundation can provide trainers, experts and information services for NGO development. They also assist with finding a U K NGO partner for your project.

Charities Aid Foundation
48 Pembury Road
Tonbridge Kent TN9 2JD U K
Tel 44-173-277 1333
Fax 44-173-252 0001

Charity Know-How

Charity Know-How is structured in the same way as the Charities Aid Foundation. Currently they are not funding projects in former Yugoslavia - except in Slovenia and Macedonia. However, as they are supported by government moneys, they will probably open up to ex-Yugoslavia as soon as the European Union and other European institutions do. Charity Know-How is a good funder for practical projects and seminars. They like to pay partial costs and have you find additional funding elsewhere. To receive Charity Know-How support you must show how the NGO community will assist your project or take part in an event - you must have an NGO partner in the U K.

Charity Know-How
114/118 Southampton Row
London WC1R 0AA U K
Tel 44-171-400 2300
Fax 44-171-831 0134
Contact Ms Claire Wallace Director

Council of Europe

The Council of Europe has various directorates which address different issues in Europe for example human rights NGO development confidence-building etc This European institution is very friendly to NGO initiatives Officially the Council of Europe is not a grant-giving institution but they have been known to support projects financially You should contact the specific directorate under which your project falls Contact information for some directorates appear below

Council of Europe
67075 Strasbourg - CEDEX
France

Directorate of Human Rights
Tel 33-88-412 326
Fax 33-88-412 793
Contact Ms Isabelle Jaques

Equality Section (concerned with gender issues)
Tel 33-88 412 969
Fax 33-88-412 979
Contact Mrs Olafsdottir Director

Publishing
Tel 33-88-412 911
Contact Mr Jan De Boujer

European Cultural Foundation

The European Cultural Foundation supports various projects involving cultural cooperation human rights, and research which have a "European character" Proposals must show cooperation between several NGOs They prefer to support new initiatives and do not support direct humanitarian aid rent study travel or costs which are not directly related to a project It is recommended that proposals be submitted well in advance of their start-date The foundation has three meetings yearly (January 15 March 15 and September 15) and projects should be planned to begin some six months after the meeting for which it was submitted Grants range from 5 000 - 20,000 ECU

European Cultural Foundation
Jan van Goyenkade 5
1075 HN Amsterdam, The Netherlands
Tel 31-20-676 0222
Fax 31-20-675 2231
Contact Ms Veronie Willemars

European Union

The European Union has a number of different budgets to fund projects in specific regions and concerning specific issues or activities. The European Union is very heavy on bureaucracy, forms and financial reporting. It is possible to get relatively large grants, but under very specific conditions. You must get the appropriate application form for the program you will apply under. Macedonia and Slovenia are eligible for the European Union's "PHARE" programs which usually require a Western NGO partner. Bosnia-Herzegovina has just been determined eligible for micro projects (smaller projects which can receive support of up to 10 000 ECU). All forms and information are available from the European Human Rights Foundation (see addresses below) which is responsible for administering the grants. The European Human Rights Foundation also provides a complete list of EU funding for projects in Central and Eastern Europe.

European Human Rights Foundation Offices

70 Avenue Michel-Angel
B-1040 Brussels, Belgium
Tel 32-2-734 9424
Fax 32-2-734 6831
E-mail ehrf@gn.apc.org

53 Taborska Street
CZ-14000 Prague 4
Czech Republic
Tel 42-2-61 21 56 05
Fax 42-2-61 21 56 04
E-mail adm@phare.cz

Nowowiejska 1/3m 12
PL- 00-634 Warsaw, Poland
Tel/Fax 48-22-250 793
E-mail EHRF@Plearn.Bitnet
or EHRF@Plearn.Edu.Pl

The following program is intended specifically for the successor states of ex-Yugoslavia however as political situations change, other budgets may open up to the region. It is important to get your organization's name on the mailing list of the European Human Rights Foundation.

Republics of the Former Yugoslavia (Budget line B7-001)*

International, national and regional organizations, public bodies, NGOs, non-profit making organizations in former Yugoslavia are eligible for funding under this budget. The objectives are "to promote peace and prevention of violence, strengthening of local NGOs that promote pluralist democracy, promotion of co-existence, general contribution to the peace process and the resurgence of democracy and support of independent media. Eligible activities include seminars, training, research, technical assistance and assistance to media and reconstruction. (Co-financing is necessary for all projects. This means you will have to have a partner or partners willing to help with organization and funding of the project. Usually partners should be a "Western organization".)

Global Fund for Women

For ten years the Global Fund for Women has been a very significant source of start-up funds for women's advocacy initiatives worldwide. Funds are raised from many individual donors, foundations, corporations and international institutions. Grants range from \$2,500 to \$10,000 and support innovative projects in human rights, communications, media and communications technology and economic autonomy. The Fund places important values on women networking to access political and economic systems and to eradicate violence.

Global Fund for Women
425 Sherman Avenue, Suite 300
Palo Alto, California 94306-1823 USA
Tel: 1-415-853-8305
Fax: 1-415-328-0384
E-mail: gfw@igc.apc.org
Contact: Misty Mukhopadhyay, Grants Manager

International Catholic Migration Commission

Supports projects for refugees in third countries and is a sub-division of Catholic Charities in the U S They tend to give small to mid-sized grants 5 000 - 10 000 US dollars to support very concrete practical projects A summer camp for refugee youth is a typical project they might support There is no application form but it is a good idea to contact them first to see if they are receptive to an idea

International Catholic Migration Commission USA

Tel 1-202-393 2904

Contact Ms Mitzi Schroeder

Geneva office

37-39 rue de vermont

PO Box 96

Geneva 20 CH1211 Switzerland

Tel 41 22 733 4150

Fax 41 22 734 7929

Contact Ms Homayra Etymadil

Joyce Mertz-Gilmore Foundation

Located in New York City this private foundation has a distinguished record of funding human rights and democratic development of the voluntary sector' While it funds primarily in the U S there is some openness to funding social change activity by NGOs that are working with similar groups in the region A two page letter of inquiry would be advised The Foundation accepts the NNG common grant application

Joyce Mertz-Gilmore Foundation

218 East 18th Street

New York New York 10003 USA

King Baudouin Foundation

This foundation provides funding support for a wide range of projects which focus on minority/majority and international and inter-ethnic relations They are currently formulating a grant program especially for the Yugoslav successor states An application form is not yet available - but organizations are encouraged to send

proposals as soon as possible Grant size will be in the range of \$5 000 and targeted at small-scale local initiatives

King Baudouin Foundation
21 rue Brederode 1000 Brussels, Belgium
Tel 32-2-511 1840
Fax 32-2-511 5221
Contact Mr Jan Balliu

Kvinna till Kvinna

Kvinna till Kvinna (Woman to Woman) believes that true democracy can only be built if women take part (and are let in) in decision-making at all levels Kvinna till Kvinna tries to support projects and organizations that are working with that aim The Fund was created by women in Sweden as a network of organizations and individuals condemning and protesting the wars in former Yugoslavia Funds are raised to support projects which assist victims and help with post-war reconstruction

Kvinna till Kvinna
Tjarhovsgatan 9
S-116 21 Stockholm Sweden
Tel 46-8-702 9820
Fax 46-8-702 1973
E-mail ktk@nn.apc.org
Contact Kerstin Greback

Split office
c/o Stope Nade/ Marie Stopes International
Duplancica Dvori 3
21000 Split Croatia
Tel/Fax 385-21-332 264 or 385-21-304 565
Contact Eva Zillen

John D. and Catherine T. MacArthur Foundation

The Program on Peace and International Cooperation This is one of America's largest foundations Proposals should be submitted following a 2-4 page letter of inquiry in which you have described your project and have been told to submit a

full proposal There is usually a two month period of review of materials If you are in Chicago you should visit the foundation

Peace and International Security
John D and Catherine T MacArthur Foundation
140 South Dearborn Street Suite 1100
Chicago Illinois 60603 USA
Tel 1-312-726 8000
Fax 1-312-917 0334
Contact Louis Delgado Program Officer

Charles Stewart Mott Foundation

One of the largest foundations in the U S the Mott Foundation has recently begun funding in the former Soviet Union and the republics and selectively in Eastern and Central Europe Their office in Prague Czech Republic administers this program which is principally about strengthening civil society political social and economic transformation involving citizen participation and empowerment " Mott gave important start-up funding for a women s business training and employment program in St Petersburg A letter of inquiry is suggested

Charles Stewart Mott Foundation
Zitna 6/8
120 00 Prague 2
Czech Republic
Tel 42-22 499 3180 (3181)
Contact Jon Blyth Program Director or Shannon Lauder

Mama Cash

An independent woman s funding organization in the Netherlands Mama Cash gives "seed funding" for establishment of new women s groups and/or new projects of women They support groups that encounter difficulties in raising money for controversial issues from other sources They also concentrate on groups that have organizational independence from state, political parties or religious institutions Mama Cash gives grants and loans to feminist groups who want to change the socio-political and cultural position of women and/or who work for women's legal and sexual rights in Central and Eastern Europe All activities should be undertaken by and directed towards women, women's groups must have organi-

zational and policy independence, and control over their financial means Supported areas are women's human rights communication international networking and cultural activities by women The size of the grant is between \$500-\$7 000 Normally the entire procedure will take three to four months

Mama Cash
PO Box 15 686
1001 Amsterdam The Netherlands
Tel 31-20-689 3634
Fax 31-20-683 4647
E-mail mamacash@mamacash.nl

National Endowment for Democracy

Supports conflict resolution projects projects promoting multi-cultural cooperation and NGO development

National Endowment for Democracy
1101 15th Street NW Suite 700
Washington DC 20005 USA
Tel 1-202-293 9072
Contact Paul McCarthy

Norwegian People's Aid

Norwegian People's Aid is the development agency for the Norwegian government In former Yugoslavia they have supported a wide range of initiatives including the publishing of a Croatian-language version of the book "Trauma and Recovery" for use with refugees

Norwegian People's Aid
Storget 33 A
PO Box 8844 Youngstorget
N-0028 Oslo, Norway
Tel 47-2-203 7700 (7750 direct)
Fax 47-2-220 0870 (0877 direct)
Contact Ms Liv Brenner Program Coordinator International Department

Zagreb Office
Frankopanska 22
Zagreb 10000 Croatia
Tel 385-1-427 032

Open Society Institutes of the Soros Foundations

NGOs should continue to develop relationships with the local OSI s. Some have a record of supporting women s projects. Others still need convincing. Each country office is managed independently. The Budapest office manages a Women s Program which can fund local projects in addition to the country office.

Bosnia & Hercegovina
Pehlivanuša 3a
71000 Sarajevo
Tel 387-71-666 132 or 472 580
E-mail soros_sa@zamir-sa.ztn.apc.org
Contact Mr Mirsad Purivatra

Croatia
Hebrangova 21
10000 Zagreb
Tel 385-1-455 5680/1/2
Fax 385-1-4856-459
E-mail mskuric@soroszg.ztn.apc.org
Contact Ms Marina Skuric-Prodanovic

Macedonia
Ruzveltova 34
PO B 378
91000 Skopje
Tel 389-91-134 568
E-mail osi@soros.mk
Contact Mr Vladimir Milčin

Yugoslavia
Tolstojeva 5
11000 Belgrade
Tel 381-11-660 937
Fax 381-11-669 683
Contact Ms Sonja Licht

The Gender Studies Small Grant Program (GSGP)

The Gender Studies Small Grant Program (GSGP) has been established jointly by the Open Society Institute and the CEU Program on Gender and Culture to support gender initiatives in the countries of Central and Eastern Europe and the former Soviet Union. The program would like to encourage groups which are just getting started and need seed money to raise more substantial funds elsewhere or to establish basic infrastructures. Institutes, centers, programs, and departments involved in teaching, research, or policy activities that are of importance to gender issues are welcome to apply for grants up to \$ 2 000 to be completed in up to 12 months. Requests may include (but are not limited to) support for conferences, seminars, workshops, curriculum development, acquisition of materials and equipment (e.g. books, journals, CD roms, photocopy machines, fax machines, modems, computer upgrades) and services (e.g. translations, research/librarian services).

For more information contact

The Program on Gender & Culture, Gender Studies Small Grant Program (GSGP)

Central European University, Nador u. 9

H-1051, Budapest, Hungary

Tel. +36-1-327-3034

Fax +36-1-327-3001

E-mail: gender@ceu.hu

Oxfam-United Kingdom

Oxfam's work in the former Yugoslavia focuses primarily on gender, disability issues, and basic rights. Oxfam gives direct aid to NGOs and projects. Proposals can be sent to the country headquarters if there is one, or to the regional office in Sarajevo.

Oxfam-UK

274 Banbury Road

Oxford OX2 7DZ, U.K.

Tel. 44-186-531 1311

Fax 44-186-531 2600

Oxfam Gender Team

Contact: Sue Smith

(Address and Phone same as above)

E-mail: ssmith@oxfam.org.uk

Oxfam Regional office
Hiseta 2
71000 Sarajevo, BiH
Tel 387-71-209-365
Fax 387-71-202-834
Contact Ms Alex Jones
E-mail oxfam-sa@hotmail.com

The Presbyterian Committee on the Self-Development of People

This a progressive church funding source that will consider grants to projects that come from poor oppressed or disadvantaged people Must be a grassroots advocacy/empowerment program which seeks to change structures which perpetuate poverty and injustice Write short letter to Cynthia White

Presbyterian Committee on the Self-Development of People
100 Witherspoon Street
Louisville Kentucky 40202 USA
Tel 1-502-569 5783
Fax 1-502-569 5018
Contact Ms Cynthia White

Public Welfare Foundation

Largely a funder of US social change work the foundation does provide occasional small grant support (\$25 000 range) to international human rights initiatives Innovative approaches to family planning and women s reproductive health are interests of another program The foundation is especially interested in disadvantaged populations and will want to know how your project is working with the poor and minorities in your community A letter of inquiry should be sent The NNG common grant application can be used If you are in Washington you should try to make an appointment to visit the foundation but you must plan in advance

The Public Welfare Foundation
2600 Virginia Ave N W Suite 505
Washington D C 20037-1977 USA
Tel 1-202-965 1800
Fax 1-202-625 1348

E-mail HN2818@handsnet.org
Contact human rights work - Larry Kressley, President
reproductive health - Addisa Douglas

Save the Children

This organization has traditionally supported a wide variety of projects with youth and increasingly is focusing on NGO development and skills-building workshops
Grants vary in size

Save the Children-United States
Westport Connecticut USA
Tel 1-203-221 4000 (221 4218)
Fax 1-203-221 4210
Contact (U S) Frank Catania

The Sister Fund

This group will consider proposals for small grants \$3 000 - 30 000 in advocacy and public education. The foundation is dedicated to the advancement of women and girls in society. Proposal submission deadlines are January 1, April 1 and August 1. Send a letter of inquiry before submitting a full proposal.

The Sister Fund
116 East 16th Street 7th floor
New York NY 10003 USA
Tel 1-212-260 4446
Fax 1-212-260 4633
Contact Kimberly Otis Executive Director

Stichting Doen

Stichting Doen foundations is giving funds, loans and guaranties for the development of programs that make the living condition better as well as bringing to the wider public attention problems concerning living conditions and possible solutions. Special attention is given to refugees. They are also supporting activities like funding giving credits for institutions or groups funding a communication program to bring the problems and solutions to a wider public. Stichting Doen foundation is funding seminars, conferences, meetings, research.

Postbus 75 621
1070 AP Amsterdam
The Netherlands
Tel 31-20-573 7333
Fax 31-20-675 7397
Contact Mw drs Mienke Schaberg

Stichting "Mensen in nood"

This foundation has the goal to give support in crisis situations specially to refugees and to people in development countries They are giving support to vulnerable groups

Postbus 1041
5200 BA s Hertogenbosch
The Netherlands
Tel 31-73-614 4544
Fax 31-73 613 2115

Swedish International Development Cooperation Agency (Sida)

Sida the development fund of Sweden has traditionally been active in Africa and Latin America Projects in former Yugoslavia are focused on post-war reconstruction efforts Proposals which show some link to the Swedish NGO community will have a greater chance of success

Sida
Birger Jarlsgartan 61
S-10525 Stockholm Sweden
Tel 46-8-728 5100

Zagreb office
Frankopanska 22
10000 Zagreb Croatia
Tel 385-1-422-116
Fax 385 1 428 244
Contact Victoria Flodh

Stiftung fuer wissenschaftlich Suedosteuropaforschung

This foundation supports academic research projects on Southeast Europe

Stiftung fuer wissenschaftlich Suedosteuropaforschung
Guellstrasse 7
W-8000 Muenchen Germany
Tel 49-89-746 1330
Fax 49-89-746 1333

The Threshold Foundation

This is a network of individual donors that will consider proposal that "support human rights including political social and religious freedoms and freedom for hunger landlessness disease and exploitation A two page letter of inquiry should be submitted by March 1 which includes brief information on the problem description of organization strategy for change requested amount and how funds will be used

The Threshold Foundation
PO Box 29903
San Francisco California 94129-0903 USA
Tel 1-415-561 6400
Fax 1-415-561 6401

United States Institute for Peace (USIP)

The Institute supports a number of initiatives aimed at conflict resolution and prevention You must send a letter of request for an "unsolicited grant application" Be sure to check relevant deadlines as they tend to be rather strict

United States Institute for Peace
1550 M Street N W Suite 700
Washington D C 20005-1708 USA
Tel 1-202-457 1700
Fax 1-202-429 6063
Contact Mr Steven Riskin

United Way International

Funding interests include development of a non-profit sector and volunteerism
There is no application form Contact them before sending a proposal

United Way International
901 North Pitt Street
Alexandria Virginia 22314-1594 USA
Tel 1-703-519 0092
Fax 1-703-519 0097

Westminster Foundation for Democracy

The Westminster Foundation for Democracy supports a wide range of projects in the fields of conflict resolution communications and strengthening pluralist democratic political institutions The foundation has a preference for "projects with clear action plans designed to achieve concrete results those whose effects will be lasting and will help in building sustainable NGOs " Administration costs should be kept low and projects must agree to carry out an evaluation upon completion Average grants are between 10 000 - 40 000 British Pounds

Westminster Foundation for Democracy
Clutha House
10 Storey s Gate
Westminster London
SW1P 3AY U K
Tel 44-171-976 7565
Fax 44-171-976 7464
Contact Ms Jadranka Porter

Wilde ganzen/IKON

The goal of this foundation is to support small projects that try to improve the circumstances of vulnerable groups in crisis situations especially to refugees and to people in developing countries

Heuvellaan 36
1217 JN Hilversum

The Netherlands
Tel 31-35-624 6622
Fax 31-35-624 6677

Winston Foundation for World Peace

The foundation will consider small grants (\$5 000 - \$25 000) for specific initiatives in conflict resolution and peace studies that demonstrate links to other groups regionally and internationally Email or FAX a letter of inquiry

Winston Foundation for World Peace
2040 S Street N W Suite 201
Washington D C 20009 USA
Tel 1-202-483 4215
Fax 1-202-483 4219
Contact Tara Magner Program Officer

German Political Party Foundations:

Heinrich Boll Stiftung

This is the foundation of the Greens It is the partner foundation to Frauen Anstiftung (see below) and in the future the two foundations may be combined The Boll Stiftung has traditionally supported projects promoting human rights

Heinrich Boll Stiftung
Ruckenstrasse 5-11
50667 Koln Germany
Tel 49-221-20711
Fax 49 221-207 1151

Friedrich Ebert Stiftung

This is the foundation of the SPD (Social Democrats) They support a wide range of projects and seminars covering issues of human rights minority rights and political participation

Friedrich Ebert Stiftung
Godesberger Allee 149

D-53175 Bonn Germany
Tel 49-228-883 387
Fax 49-228-883 538
Contact Dr Ruediger Pintar

Zagreb Office
Friedrich Ebert Stiftung
Habdliceva 2
10000 Zagreb Croatia
Tel/fax 385 1 431 264
Contact Nenad Zakošek

Frauen Anstiftung e.v.

This is the foundation of the Green Party which supports women's projects. It will eventually become joined with its partner foundation - the Heinrich Boll Foundation (see above) but for now it is still independent. They support a wide range of women's projects throughout Europe. Grant size varies depending on the size and scope of an organization. The Frauen Anstiftung has been known to give funding for launching new initiatives and supports on-going projects with regular support. For example a group may receive a grant for operational costs for a three-year period.

Frauen Anstiftung e.v.
Geschäftsstelle
Stahlwiete 20
2000 Hamburg 50 Germany
Tel 49-40-850 9005
Fax 49-40-851 3547

Friedrich Naumann Stiftung

This is the foundation of the FDP (Liberal party) they support Liberal parties in other countries and projects which encourage Liberalism. Local Office in Ljubljana.

Friedrich Naumann Stiftung
Margarethenhof
Koenigswintererstr 409
Konigswinter 53639 Germany

Tel 49-22 23 701 12
Fax 49-22 701 280
Contact Mrs Altmuth Thebaud

Regional Office for South-eastern Europe
Friedrich Naumann Stiftung
Zidovska Steza 6
61000 Ljubljana
Slovenija
Tel 386-61-126 3341/4
Fax 386-61-126 3342
Contact Dr Arne Weckbecker

Konrad Adenauer Stiftung

This is the foundation of the CDU (Christian Democrats)

Konrad Adenauer Stiftung
Rathausallee 12
53757 Sankt Augustin Germany
Tel 49 224-124 6330
Fax 49 224 124 6508
Contact Dr h c Josef Thesing

Other Useful Addresses

International Informatiecentrum en archief voor de vrouwenbeweging (International Information Center and Archives for the Women's Movement)

This is an information center for women's groups. They can be a good source for information about Dutch funders and partner organizations.

International Informatiecentrum en archief voor de vrouwenbeweging
Obilplein 4
1094 VB Amsterdam The Netherlands
Tel 31-20-665 1318
Fax 31-20-665 5812
Contact Marlise Mensink

International Council for Voluntary Agencies (ICVA)

This organization provides information on many NGOs and organizations and funding institutions operating internationally and in former Yugoslavia

International Council for Voluntary Agencies (ICVA)

C P 216

Geneva 21

Switzerland

Tel 41-22-732 6600

Fax 41-22 738 9904

Zagreb Office

Kupska 2

Croatia

Tel 385-1-612 9555

Fax 385-1-612 9589 and 530 101

E-mail icva.geneva@cgnet.com

Sarajevo Office

Obala Kulina bana 4

Bosnia and Herzegovina

Tel 387-71-668 298

Fax 387-71 668 297

Belgrade Office

Simina 21

11000 Beograd

Yugoslavia

Tel/Fax 381-11-632 833

Japanese Emergency NGOs (JENGO)

Provides information on Japanese organizations and funders working throughout the former Yugoslavia. They operate their own social projects focused primarily on women, children and the elderly.

JENGO

Slavonski Brod Office

Petra Krešimira 4/47
35000 Slavonski Brod Croatia
Tel/fax 385-35-441-025
Contact Ms Yasuko Kakagi

Beograd Office
Jaše Prodanovića 3
11000 Beograd Yugoslavia
Tel/fax 381-11-768 040
Contact Ms Yoko Asakawa

Rijeka Office
Rubeši 105b
51215 Kastav, Croatia
Tel 385-51-225 020
Contact Suan See

Sarajevo Office
Hercegovačka 1
71000 Sarajevo BiH
Tel 387-71-640 859
Contact Mr Mile Blesic



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not of U S A I D

