

BOY SCOUTS OF THE PHILIPPINES
NATIONAL OFFICE
MANILA

7 August 2015

NATIONAL OFFICE MEMORANDUM

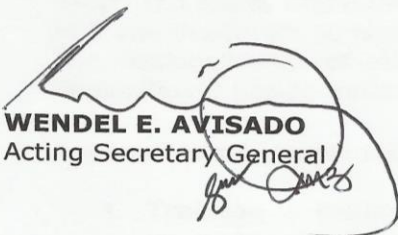
No. 48 Series of 2015

TO : Regional Scout Director, Council Scout Executives
and Officers-In-Charge

SUBJECT : **LET'S DO A SCOUT PEACE PROJECT: SEARCH FOR THE
10 BEST PEACE PROJECT PROPOSALS**

1. The Boy Scouts of the Philippines (BSP) is pleased to announce the conduct of **"LET'S DO A SCOUT PEACE PROJECT: SEARCH FOR THE 10 BEST PEACE PROJECT PROPOSALS"** under the BSP's Messengers of Peace (MoP) initiatives.
2. This project aims to develop and hone the knowledge and skills among young people in the Senior and Rover Scouting age in making positive contributions in their **home, school** and **communities** by conceptualizing, developing and implementing their local service projects related to peace building initiatives. It further seeks to provide more learning opportunities to young people to become active citizens thereby making real contribution in making a better world.
3. **Eligibility to participate.** The search is open to all registered Senior Scouts and Rover Scouts nationwide and must be at least a holder of the Venturer Scout Rank and the Green Quadrant, respectively. For Crew/Radian/Team applications, a minimum number of 6 and maximum number of 8 Senior/Rover Scouts may apply, provided that the roles and responsibilities of each member are listed in the application. Each participating Senior/Rover Scouts must have an active profile/account at www.scout.org.
4. **Areas of Work.** Under the MoP Initiatives, the areas of work may include the following:
 - a. **Training in Dialogue** – this include providing safe learning environment where young people and adult freely communication on issues and topics affecting their lives (e.g. Inter-generation and inter-religious dialogue).
 - b. **Support to Specific Peace Project** – this may include projects related to Anti-bullying, environment, discrimination, persons with disabilities, drug and substance abuse, differently-abled young people, child labor, human rights and public health among others.
 - c. **Support to Young People living in "hot" conflict situations** – examples of projects may be related to Indigenous People and Minorities, Internally Displaced People, Children in Conflict with Law, Child Trafficking, Juvenile Justice and Delinquency, Street Children and Children in Armed Conflict among others.
 - d. **Capacity Building** – this may include but not limited to skills and livelihood, entrepreneurial activities, disaster risk reduction management, leadership skills and the like.

- e. **Globalizing the Messengers of Peace Network** – Globalizing MoP Network covers a series of Advocacy Communication Effort and Campaign using different Social Media Platform such as facebook, twitter and instagram using the hashtags #scoutsmessengersofpeace_(project title).
5. Deadline of Submission of Entries. Project Proposals must reach the National Office, BSP on or before 01 October 2015. All entries must be send to email at fod@scouts.org.ph and yaz.sarona@scouts.org.ph in standard format.
 6. Announcement and awarding of winners will be at the Grand Closing Ceremonies of the 16th National Scout Jamboree on the evening of 29th October 2015 at the Energy Park, Apokon, Tagum City.
 7. The 10 Best Peace Project Proposals will be receive corresponding technical and financial assistance and support under the Messengers of Peace initiatives for implementation in the local councils and said projects must benefit the local community.
 8. Attached herewith is the Messengers of Peace Standard Grant Application Format for your easy reference. For more details on Scout Project you may log on to www.scout.org/messengersofpeace and <http://www.scout.org/node/6430>
 9. For queries and clarifications, you may course it directly to the Office of the Deputy Secretary General of the Field Operations Division thru AD SG Rogelio S. Villa, Jr., at roger.villa@scouts.org.ph, (02) 527-5112 loc. 512 and to Mr. Yasser F. Sarona at yaz.sarona@scouts.org.ph, (02) 527-5112 loc. 524.
 10. For your information, wide dissemination and maximum participation.


WENDEL E. AVISADO
Acting Secretary General



Messengers of Peace



Grant Application Form

FOR ALL GRANTS

1. General Information

1.1 NAME OF YOUR NATIONAL SCOUT ORGANIZATION

.....

1.2 TITLE OF YOUR PROJECT (MAXIMUM 8 WORDS)

.....

1.3 DURATION OF YOUR PROJECT

Note: Depending on the nature and duration of your project, your Regional Office may require more than one Interim and Financial Report.

Project Start Date:

Proposed Interim Report Date:

Project End Date:

1.4 PROJECT MANAGEMENT

a. Project Leader:

Name:

Current position within Scouting:

Telephone Number(s) & Mobile Number(s):

E-mail address:

Fax Number (if available):

Address:

b. Project Financial Manager:

Name:

Current position within Scouting:

Telephone Number(s) & Mobile Number(s):

E-mail address:

c. How many people will be involved in the management of your project ?

Volunteer Adult Leaders:
Professional Adult Leaders:
Scouts:
Volunteer non-Scout:
Paid non-Scout adults:
Total:

1.4 NSO BANK ACCOUNT INFORMATION

NSO Account Name:
Bank Name:
Bank Address:
Account Number:
IBAN:
SWIFT Code:

2. Project Design

Please read and refer to the "Notes for Project Leaders" which include specific examples.

2.1 PROJECT CATEGORY *Select all categories that apply to your project.*

- ☐ Training in Dialogue
- ☐ Support to Specific Peace Projects
- ☐ Support to Young People Living in "Hot" Conflict Situations
- ☐ Capacity Strengthening
- ☐ Globalizing the "Messengers of Peace" Network

2.2 LEVEL OF INTERVENTION

- ☐ Local Community
- ☐ Sub-National
- ☐ National
- ☐ WOSM Regional Level

2.3 PROBLEM STATEMENT

a. What is the problem or need that this project is addressing?

.....

.....

.....

b. Why does the problem or need exist? Include historical, political, social and economic reasons that explain why your project is needed.

.....

.....

.....

2.4 SOLUTION STATEMENT

a. Concisely explain the main goal of your project.

.....

.....

.....

b. How are you going to address the problem or need in order to achieve your main goal?

.....

.....

.....

2.5 SCOUT AND NON-SCOUT BENEFICIARIES

a. Which Scout beneficiaries do you intend to reach?

Briefly describe the social, geographic and economic background of the Scouts who will benefit from your project. (Example: "The least-supported Rover Scouts in the poorer suburbs of the Dhaka region in Bangladesh.")

.....

.....

.....

b. Which non-Scout beneficiaries do you intend to reach?

Briefly describe the social, geographic and economic background of the non-Scouts who will benefit from your project. (Example "Youth offenders between the ages of 14 and 25 in the province of Veneto, Italy.")

.....

.....

.....

2.6 ACTIVITIES AND THEIR OUTPUTS

Most Projects are made up of several Activities. Activities are at the heart of your project and the Outputs from each Activity demonstrates how you are addressing the problem.

In the Activity Tables below, please provide the required details for each Activity you will organize. Each Activity will need to detail all costs in Section 3.4 of the Project Budget. When planning your Activities, keep in mind that funding is distributed at different times.

Please describe the Outputs you will measure in each Activity.

For example: number of trees planted; number of leaders trained; tons of trash collected; number of Rovers trained in first aid; number of underprivileged youth participating; number of elderly people assisted; number of poor people receiving assistance; number of meals delivered to the needy; etc.

Add as many Activity Tables as you need.

ACTIVITY 1 – TITLE:	
Description of Activity	
Outputs from this Activity	- -
Start & End Dates	

ACTIVITY 2 – TITLE:	
Description of Activity	
Outputs from this Activity	- -
Start & End Dates	

ACTIVITY 3 – TITLE:	
Description of Activity	
Outputs from this Activity	- -
Start & End Dates	

2.7 PROJECT INDICATORS.

Project Indicators are specific things that can be quantified and measured. They are identified at the beginning of your Project, and measured at the Interim and Final Report phases. Comparing totals from the beginning and throughout your Project help you measure how successful you are in reaching the Scout and non-Scout beneficiaries of your Project.

a. Project Indicators for Scouts		Target number at end of project:		
		MALE	FEMALE	TOTAL
1.	Number of Scouts that will participate in the project:			
2.	Number of young people expected to enroll as new Scouts as a result of this project:			
3.	Number of Leaders and Volunteers that will participate in the project:			
b. Project Indicators for non-Scouts		Target number at end of project:		
		MALE	FEMALE	TOTAL
1.	Number of project activities organized for non-Scouts			
2.	Number of non-Scout target group attending project activities			

If you are not sure how to set or measure Project Indicators, contact your MoP Regional Office Coordinator who can assist you.

c. Additional Project Indicators

Please describe any additional Project Indicators that may help to measure the impact of your Project. Please note that your MoP Regional Office Coordinator may suggest or require additional Project Indicators depending on the focus of your Project.

For example: increase in the number of girls going to school; percentage increase in total number of people voting in local elections; etc.

Additional Project Indicators		Aim at end of project:
1.		
2.		

2.8 STRENGTHS AND WEAKNESSES

Describe what you think are your strengths for this project and where you see your weaknesses and anticipate possible challenges.

Strengths:.....
.....
.....

Weaknesses and anticipated challenges:
.....
.....

2.9 WHAT HAPPENS AFTER YOUR PROJECT IS OVER?

Explain how you think the results of your project will be sustained over the long-term.

.....
.....
.....

If you see your project scaling up or being replicated, briefly describe how you see this happening.

.....
.....
.....

3. Inputs

Inputs are the resources and other items needed to perform the Activities, such as support from partner organizations, money, facilities, trainers, educational materials, construction materials, office supplies, etc.

3.1 PARTNERS FOR YOUR PROJECT

Please list any Partners you have for your project. These partners will be a help and a resource for your project. You will work together for the success of your project. Add as many lines as you need.

Partner 1:

Contact Person:

What inputs are they providing?

Partner 2:

Contact Person:

What inputs are they providing?

3.2 TOTAL BUDGET FOR YOUR PROJECT

USD

3.3 CO-FUNDING

Please indicate all other sources of funding for your project, their amounts and to which Activities they are allocated. Add as many lines as you need.

Source: Amount (USD)

Activity:

Is this co-funding confirmed? (Yes or No)

Source: Amount (USD)

Activity:

Is this co-funding confirmed? (Yes or No)

Source: Amount (USD)

Activity:

Is this co-funding confirmed? (Yes or No)

3.4 PROJECT BUDGET

Please complete the following Project Budget with the specific items and services needed to implement each Activity of your Project. Copy and paste in as many additional Activity tables as needed.

Beneficiary Expenses – expenses directly related to providing the Activities of your Project.

ACTIVITY 1			
Activity Title:			
ITEM	UNIT COST	NUMBER OF UNITS	TOTAL COST USD
1. Transportation			
2. Lodging or Accommodation			
3. Meals or Food			
4. Education Materials			
5. Equipment (chairs, tables, computers, supplies, construction material, etc.)			
6. Other Costs (describe):			
Activity 1 Expenses:			

ACTIVITY 2			
Activity Title:			
ITEM	UNIT COST	NUMBER OF UNITS	TOTAL COST USD
1. Transportation			
2. Lodging or Accommodation			
3. Meals or Food			
4. Education Materials			
5. Equipment (chairs, tables, computers, supplies, construction material, etc.)			
6. Other Costs (describe):			
Activity 2 Expenses:			

ACTIVITY 3			
Activity Title:			
ITEM	UNIT COST	NUMBER OF UNITS	TOTAL COST USD
1. Transportation			
2. Lodging or Accommodation			
3. Meals or Food			
4. Education Materials			
5. Equipment (chairs, tables, computers, supplies, construction material, etc.)			
6. Other Costs (describe):			
Activity 3 Expenses:			

Total Activities Expenses:	
----------------------------	--

Support Expenses: these are expenses related to the administration and management of your Project. They usually represent small additional costs that you incur as a result of the Activities of your Project and that are not directly needed in the Activity.

ITEM	UNIT COST	NUMBER OF UNITS	TOTAL COST USD
Administration / Human Resources (describe): -			
Materials (describe): -			
Other Costs (describe): -			
Total Support Expenses:			

Project Budget Summary	USD
Total Activities Expenses:	
Total Support Expenses:	
TOTAL PROJECT EXPENSES:	

3.5 GRANT REQUEST FROM MESSENGERS OF PEACE

How much of the Total Project Expenses presented above are you requesting from Messengers of Peace?

USD

3.6 PROJECT MONITORING

Your Regional Office may require monitoring as a condition of your grant and to verify the Outputs of your Project. This may include a review of the activities and expenditures. Monitoring may be undertaken by an independent reviewer or by your Regional Office. Costs related to monitoring (travel, accommodation, time allocation, etc.) will not normally be considered as part of your Project Budget.

3.7 PREVIOUS PROJECT EXPERIENCE

Please provide brief descriptions of any previously implemented projects. This should include the Outcomes that occurred from the Activities of the project, whether positive, negative or unforeseen. You may be asked to provide copies of past project reports.

Project Title and Date:

Description:

Outcomes:

Project Title and Date:

Description:

Outcomes:

Please return this form via email, fax or post to your World Scout Bureau Regional Office, marked for the attention of the MoP Regional Decision Committee.