

Selection Procedure for Beneficiaries of the International Christmas Charity Bazaar, in cooperation with the International Women's Association of Vilnius

2019

GENERAL INFORMATION

The International Christmas Charity Bazaar (ICCB) is:

- a community initiative and an annual charity event taking place in Vilnius each December for the benefit of children, women and the elderly;
- organised by a temporary Organising Committee comprised of persons from diplomatic, business and school communities as well as individual volunteers;
- acting on the legal basis of the International Women's Association of Vilnius (IWAV);
- aiming to bring concrete support to selected charity projects by collecting donations in exchange for gifts with the help of sponsors and volunteers.

The Charity sub-committee is responsible for identifying potential beneficiaries, reviewing proposals, conducting site visits, recommending potential beneficiaries to the Organising Committee in accordance with standard selection criteria, and maintaining communication with beneficiaries on the implementation of the project.

Applications are accepted until 31st May 2019.

Registered Lithuanian public institutions or institutions listed under <https://socmin.lrv.lt/lt/veiklos-sritys/seima-ir-vakai/vaiko-teisiu-apsauga-igyvendinancios-istaigos/vaiku-globos-istaigos> may review the application procedure, download documents and receive updates from the website (www.ICCB.lt/labdara).

Site visits are organised during the months of May, June and July. Projects which best meet the selection criteria are recommended to the Organising Committee for approval. The Organising Committee approves the selection of beneficiaries in the month of September. The amount of support is determined in December based on the results of the Christmas Charity Bazaar of the year.

Once identified as a beneficiary, any changes to the project must be notified to the Organising Committee no later than one month prior to the Christmas Charity Bazaar of the year. The Organising Committee will then decide whether to approve the changes. This could result in the application being rejected at short notice, and having to re-apply the following year.

The International Women's Association of Vilnius, on behalf of the International Christmas Charity Bazaar, provides support in the form of payment of invoices for materials and building works. **Charity projects must be completed by 1st September the following year, 2020.**

SELECTION CRITERIA

The initial application is reviewed according to the following criteria:

1. Applicants must be registered Lithuanian public institutions or institutions listed under <https://socmin.lrv.lt/lt/veiklos-sritys/seima-ir-vakai/vaiko-teisiu-apsauga-igyvendinancios-istaigos/vaiku-globos-istaigos>, which provide services to children, women or the elderly.
2. The services provided by the institution must not discriminate on the basis of race, gender, ethnic origin or religion.
3. Support is provided on the basis of a concrete project by paying for the required materials which make a sustainable improvement in the living and working conditions of the beneficiaries. Generally, the Christmas Charity Bazaar does not finance operational, administrative or training costs, does not fund holidays or the purchase of cars or computer equipment.
4. Applicants must demonstrate experience and effectiveness in addressing the needs of the target groups.
5. Those organisations that were beneficiaries of the International Christmas Charity Bazaar the year before (2018), are not eligible to be beneficiaries in this year (2019).

Following a visit to the shortlisted candidates, a pre-selection is made according to these additional criteria:

6. Relevance of the request (noticeable improvement of the living conditions of the target groups).
7. Proportion of concerned people benefitting from the project compared to the cost of the project.
8. Quality of the project.
9. Effectiveness of the requested support in meeting the needs of beneficiaries concerned.
10. Sustainability of the project.
11. Presence of other financial support (e.g. subsidies, sponsoring).