Thank you for your involvement in the 13 Houses Campaign and for your interest in applying to the Solidarity Fund. The Solidarity Fund was created to support poorer branches to receive the vital funds needed for them to realize their 13 Houses projects; it is held and distributed by The Congregation of the Mission International Fund. However, funds for specific projects depend entirely on the generosity of VF members and groups.

To find out more about the 13 Houses Campaign, please visit <http://vfhomelessalliance.org>

This form aims to guide you through the application, however, if you do have any questions please do not hesitate to contact us under fha.campaign@famvin.org

Please send the completed application form and any additional supporting documents (e.g. case stories, pictures, construction plans) to fha.campaign@famvin.org

**Eligibility**

Please ensure that your organization meets the following eligibility criteria to be considered for funding:

* The main implementing organization is a member of the Vincentian Family
* Project beneficiaries are street homeless people or those at risk of homelessness, slum dwellers, refugees or internally displaced people.
* The project location is in one of the poorer countries with a Vincentian presence.
* No other 13 Houses project funded by FHA Solidarity Fund is currently in planning or development process in your country. Please note that at this stage we can only consider one project per country as agreed by the local Vincentian Family as priority at any one time for financial support from the Solidarity Fund. Additional projects are still eligible for extra support from the Famvin Homeless Alliance, e.g. project development expertise, introductions, knowledge exchange, etc.

**Assessment Criteria**

The focus of the 13 Houses Campaign is to find local solutions to currently unaddressed issues and to seek local, national and global collaboration to make these a reality. As such, applications will be assessed with this in mind. The most central criteria include:

* Local needs have been identified and the project presents a solution to those.
* The project takes a long-term approach, focusing on a solution that will have a sustainable, positive impact on the lives of the beneficiaries. Please note: Whilst we consider housing to be one of the most effective ways to end a person’s homelessness, we also invite applications from projects that have a focus on the prevention of homelessness or on solving the inter-generational cycle of poverty (e.g. in slums).
* The project has a commitment to collaboration with other members of the Vincentian Family and/or other organizations that share/support Vincentian values either in-country and/or globally.
* The application highlights the financial contribution of the implementing organization/s and the local community. Please note: In general, the maximum grant that can be requested of the Solidarity Fund are 50% of the total project costs.
* The implementing organization can evidence their ability to report on project progress, including audited financial reports on how the money is spend.

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| PROJECT NAME :  | COUNTRY / REGION :  |
| Lead person/branch: | Contact details: |

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| 1. **Scope** [Please briefly describe the aims and objectives of the new project.]
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| 1. **Beneficiaries** [Who is the project aiming to support? Please indicate how many people will be helped. Please indicate if/how they will be involved in the planning/delivery of the project.]
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| 1. **Need** [Why is this project needed? What research exists in this area? How does the project meet a current gap in the provision of support to the homeless in your community?]
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| 1. **Targets** [What are the short and longer term targets/objectives for this project?]
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| 1. **Monitoring and Evaluation** [How will the implementation of the objectives be monitored? How will the success of the project be evaluated?]
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| 1. **Management** [How will the project be managed throughout the development process? Who will take responsibility for the project in the longer term? How will the project continue to involve the Vincentian Family?]
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| 1. **Partnerships** [Who will be involved from the Vincentian Family? Will there be other partners involved?]
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| 1. **Timescale** [When is the project likely to open, and how long will it run for?]
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| 1. **Risks** [What are the key risks to the successful implementation of the project? How will they be mitigated?]
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| 1. **Fundraising** [What has been done thus far to raise money for this project? What is the future fundraising strategy to cover revenue costs?]
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| 1. **Budget** [How much is the development and running of the project going to cost? Please show costs break down. Budget should be attached. Please indicate clearly how much money has been raised already, what has been pledged and what is requested of the Solidarity Fund.]
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| 1. **Bank Details** [Please provide your bank information: Bank Account Currency, Bank Account Name, Account Number, Bank Name, IBAN, SWIFT CODE (BIC), Bank Address. Please note that the Solidarity Fund only transfers grants to institutional bank accounts]
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**Communication**

The Famvin Homeless Alliance regularly publishes stories about new 13 Houses projects on its website and social media platforms. We are keen to summarize and publish some project ideas as this will help to raise funds for the Solidarity Fund and hence, increase the chances of applicants to receive financial support. **Please note:** The summary will only include basic project information (e.g. location, beneficiaries, scope). We will **not** publish any confidential or sensitive information such as bank details, beneficiary names or risks.

However, the FHA understands that some branches/organizations work in complex environments and that any publication of specific project information could place staff, volunteers and beneficiaries at risk. We therefore ask you to complete the section below, indicating if and how we can use the information provided in this application by ticking the relevant box and explaining further if needed.

**Declaration**

□ I allow the **full use** of the information provided for publication on the FHA website and social media channels.

□ I allow the **partial use** of information provided for publication on the FHA website and social media channels. Please **exclude** the following sections in the application from publication:

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Reasons: \_\_ \_

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□ I do **not allow** the public use of any of the provided information.

Reasons: \_\_\_ \_

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**Date:**

**Name:**

**Signature:**