



## MULTAN VULNERABLE CHILD FUND

For Office Use Only

Reference Number: ----- Suggested by-----

Status of Application: ----- Approved Budget-----

### *Individual Category*

#### 1. INSTRUCTIONS TO FILL THE APPLICATION FORM:

##### **Section A: About yourself**

This section of application is about true introduction of yourself. Please try to fill this carefully and all parts of this section.

1. Please try to fill each part of application since it will give us fair idea about yourself and this will improve your chances.
2. If you do not have previous experience working with vulnerable children, do not worry because this factor will not affect the results of your application. You can also tell us about your other social activities in this section.
3. You can demonstrate your skills and expertise by describing your professional and volunteer activities or social work
4. We want to understand your ability of managing finance e.g. keeping financial records.
5. I am sure you will appreciate that as a change maker we would like to know from you about your way to avoid all sort of exploitation within the communities. So please let us know in simple words your understanding.
6. Describing your objectives as an individual about your proposed activity and this will help us better understand you plan.

##### **7. Eligibility Criteria:**

1. The applicant should be a resident of Multan, unfortunately, we cannot accept any application from outside of Multan Metropolitan area.
2. Proof of your bank account on your name.

**3. If you can fulfil above conditions, then you are good to go.**

**Section A: About yourself**

Name of the applicant					
Physical address:					
Email address:					
Phone Number:					
Bank Name					
Account Number					
IBAN/SWIFT COD					
<b>Please give details of your social activities in last 03 years ( if any)</b>					
Start Date		End Date		Budget	
Project Name:				Funding source	
Main Activities OR Results					
1.					
<b>Please give details of your social activities in last 03 years ( if any)</b>					
				Budget	
Project Name:	Project Name:	Project Name:			
Main Activities OR Results					
2.					
Please describe your current profession and responsibilities					
Please describe your social welfare activities even if it is volunteer and without any donor support:					
Please describe your understanding regarding financial record keeping					

## Section B: About Your Project:

This part is about your project so please be elaborative as much as possible so we can understand that how will you ensure that the RESULTS are achieved.

1. You can propose any name of your project
2. Locations of the proposed activities are important information for us E.g. Non-formal education Centre in Mohala Hussania, Multan
3. Please write the proposed start and end date which is flexible and realistic to achieve your results;
4. Summary of the project shall consist of the problems you are trying to address through this funds and also the expected results. E.g.
  - Enrolment of 40 garbage collector children in the school
  - Providing them non-formal education for enabling them to enrol in the school
  - All above results are bound within time lines
5. We will suggest you to be realistic while giving us the number of children and their gender who will benefit from your proposed project. E.g.
  - 40 Beggar/Child labour children are rehabilitated and enrolled in the schools. 30 Boys and 10 Girls.
6. Monitoring indicators are there to check the performance of your project through your activities E.g.

### Monitoring and Evaluation:

We at MCPC want to understand and want your suggestions on your proposed project. Please fill this part carefully about monitoring your proposed project:

Monitoring Indicator	When to Monitor	Evidence of Your Performance
30 beggar children identified for non-formal education	20 <sup>th</sup> December	Data of the children on specified format developed by you and MCPC team
Curriculum (books arranged for non-formal education) Place for the teaching arranged	25 <sup>th</sup> Dec	Books availability by 24 <sup>th</sup> Dec Appropriate location identified and arranged

MCPC monitoring and evaluation is based on Monitoring, Evaluation, Accountability and Learning (MEAL). We would like to support you in the process to achieve your results and therefore believe in MENTORING and Learning together for achieving the results.

7. We encourage you to plan realistic budget and as MCPC we are flexible and will support you in the budget adjustment during the implementation phase as well

Proposed Name of Your Project			
Geographical Location of your Activities/Activity			
Duration of your proposed project	Start Date	End Date	
Amount of Gant in PKR Request to MCPC			
Describe the summary of the project in maximum three hundred words?			
Please let us know about your activities and planned results in your project			
How many children you are targeting to transform their lives?			
What is the current situation of these children?			
What is the age of these children and gender?			
<b>Activities</b>	<b>Time lines</b>	<b>Results</b>	
1.			
2.			
3.			
4.			
5.			
<b>Monitoring and Evaluation:</b>			
We at MCPC want to understand and want your suggestions on your proposed project. Please fill this part carefully about monitoring your proposed project:			

Monitoring Indicator	When to Monitor	Evidence of Your Performance		
<b>Budget of Your Project</b>				
Expenditure Description		Unit Cost	# of Unit	Total Cost
Grand Total				

### Your Check-list with the Application:

DOUMENTS ATTAHED	STATUS	IF NOT AVAILABLE PLEASE GIVE REASON
<b>CVs</b>		
Copy of NIC Card		
<b>Bank Letter/ statement on your name</b>		

### Signature and Stamp of Applicant ORGANISATION

#### 2. HOW CAN I APPLY?

**PLEASE** send your application to following emails:

[mcpcmultan@gmail.com](mailto:mcpcmultan@gmail.com)

**You can also apply through following WhatsApp**

Zafar Iqbal	0300-7319136
Iftikhar Hassan	0305-2253412
Muhammad Abbas	0334-6037136

**The applications can also be submitted in following address;**

**Street No.23, H.No. 16-D, Zakriya Town, Bosan Road, Multan**

#### 3. WHEN CAN I APPLY?

The applications can be sent all the year round through emails (for submission by hand, it must only be submitted during office hours of MSWS) (for current phase (phase-1) the deadline date is 27<sup>th</sup> November, 2021

#### 4. HOW WILL I BE INFORMED ABOUT THE DECISION ON MY APPLICATION?

The MCPC has outlined following process once the application is received;

1. You will receive the acknowledgement of your application within 7 working days.
2. You will receive the initial decision by the MSWS within 1 month of your application which can be either acceptance, refusal or further information will be required on your application.
  - 2.1.1. After passing the initial stage one or two member of MCPC OR a designated team will be seeking further information, or visit you for the due diligence to make final decision.
  - 2.1.2. Once your application is accepted, we will inform you on the terms of conditions to ensure that you achieve your set objectives in your application.

We thank you for the interest and looking forward to your application for supporting our children in Multan: