



WWP EN GRANTS FOR IMPROVING THE QUALITY OF PERPETRATOR PROGRAMMES

Guidelines for applicants

Contents

Goals.....	2
Information on the organisation.....	3
Financial data.....	3
Basic information on the project.....	3
Relevance.....	4
Impact.....	5
Description of activities and deliverables.....	6
Evaluation plan.....	7
Communication plan.....	8
Ethics and values.....	8
Risk assessment and risk mitigation.....	9
Project team.....	9
EU added value.....	10
Budget and cost-effectiveness.....	10
Contribution to creating European standards for perpetrator work.....	11



WWP EN is proud to be able to offer funding for our members who want to improve the quality of their work and build capacity. **This document includes information and specific guidelines to help you fill out your application.** If you have any further questions, please do not hesitate to contact us:

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Goals

With this funding, WWP EN wants to offer an opportunity to advance the quality of perpetrator work done by its members in three essential areas for victim safety: collaboration with women's support services, child protection, and risk assessment and management. Based on the past years' experience and mappings, WWP EN has identified these work areas to be especially critical.

Activities eligible for funding:

- Training
- Capacity building
- Setting up services
- Activities for the evaluation of the quality of service (including an external process)
- Setting up or improving the evaluation of the programme
- Improving support to victims and collaboration with victim support services
- Improving coordinated community response
- Improving specialised interventions for specific groups of perpetrators
- Improving fundraising capacity
- Improving intervention aiming at child protection (including programs for perpetrators that are fathers, specific interventions for fathers with visitation limitations, and development or improvement of the child protection policy)
- Improving risk assessment
- Improving informatisation of data collection and data management
- Improving advocacy capacity/reach with local administrations and key public authorities

Funding is also available for national networks to develop activities on the national level that advance their capacity to map, monitor, and have an even more significant impact on the activities of their members.

As you prepare your grant application, please focus on critically assessing your work and developing a plan to address key gaps by choosing among the above activities.

Information on the organisation

In the first section, please provide information about your organisation, contact information for the coordinator, and a second point of contact.

You will also be asked to provide links to your organisation's website and social media accounts. This information is not required, as not all organisations have accounts on all social media channels, but please provide as many as you have.

- **Please provide a short description of your organisation, its goals, and its activities**

Please keep this description brief – we will use this for promotional purposes to introduce organisations that receive grants on our social media and website. Keep in mind that this information is for a general audience, so try to use simple language, short sentences and avoid technical language as much as possible.

- **Describe the activity and projects realized by your organisation over the last ten years.**

Use this table to provide a CV of your organisation. Please list the projects or activities that you see as most relevant to this proposal. This information will be used in the evaluation process to determine operational capacity.

Financial data

Please input the turnover from the last three years in EUR. If your organisation has been in operation for less than three years, input all the annual balances you have and put in "0" for the remaining years.

In the following points, please choose from a dropdown menu the sources of funding your organisation uses. For each funding source, please write how much money you received last year (2022).

Basic information on the project

- **Project title**

- **Project duration**

Please choose the start and end date of your proposed project in the system, and it will automatically calculate the number of months.

The maximum duration of projects for 2023 is seven months - from 1.05.2023 to 30.11.2023. If you're planning on having a more targeted activity that doesn't take as long, you can choose to make your project shorter. However, please be advised that priority in allocating funding will be given to projects that take advantage of the entire seven-month period.



This year is a pilot project, but in the coming years, we hope to offer continuous funding over several years to improve your organisation's work.

○ **Summary of the project.**

Please provide a short summary of the project, including its purposes, target groups, planned outcomes, and main activities. This description will appear on the WWP EN website and in promotional materials. Keep in mind that this information is for a general audience, so try to use simple language, short sentences and avoid technical language as much as possible.

○ **Overall budget and amount requested:**

In the “overall budget,” please put in the cost of the project as a whole - including the amount you would like to receive from WWP EN and the 20% co-funding. The field “amount requested” will automatically calculate 80%, which is the amount you can request from WWP EN.

We are currently working on options that would allow us to cover the 20% that applicants are requested to provide in co-funding, which would make the projects fully funded. However, as we are still determining if this will be possible, all applicants must be prepared to cover 20% of the project cost themselves.

○ **Which of the objectives outlined by the European Commission does your project respond to?**

In the dropdown menu, you will find a list of objectives outlined by the European Commission. Each project must be designed to respond to at least one of these objectives, but if you feel like your proposed project covers more than one, feel free to choose as many as are applicable.

Relevance

In this section, please describe why and how you think your project is relevant and will contribute to providing a higher standard of perpetrator work in the context of your organisation, your country, and within the European Network.

In your answer, also consider how this project ties into the work done to date by your organisation.

When preparing a description, please try to answer the following questions:

- How do the proposed actions improve the overall quality of your perpetrator programme (individual organisations) or the quality of work of your network

members (national networks)? Please give special consideration to dimensions such as victim-safety-oriented work, risk assessment, and child protection.

- What are the needs of your organisation? How will the proposed project address them? Consider both needs specific to your organisation, the broader context of your country, and the system your organisation functions in.
- How does your organisation's previous work contribute to achieving the objectives proposed for this project?
- What objectives and target groups do you want to reach with your project? Why are these target groups especially relevant in your context?
- How does the proposed project adhere to EU values stated in Article 2 of the [Treaty on European Union](#) and the [EU Charter of Fundamental Rights](#)?

Impact

Describe the changes and impact your project will bring to your organisation and how you plan to make these changes sustainable.

When preparing a description, please focus on the following questions:

- What immediate changes do you expect to see in the target groups after the completion of the project?
- What do you expect the long-term impact of your project will be?

In your answer, please consider the project's impact both on the internal work of your organisation and the quality of the services you offer to your clients. Describe both short-term and long-term results and how you plan to integrate these results into your organisation's work in the coming years.

Description of activities and deliverables

When planning your activities, please ensure this is compatible with the needs you identified in the “relevance” section and the impact you want your project to have. Describe your activities in a way that makes it clear they adequately address your organisation’s needs and critical gaps.

This section consists of two tables:

Table 1 - activities:

Description of activities – work plan including tasks, deliverables (outputs) and indicators

Activity No.	Activity name	Activity description	Start month	End month	Output	Comment	Remove action
A1	Risk assessment training	Providing risk assessment and management training for the facilitators of the perpetrator programme. Training will be conducted in 2 sessions, 5 hours each and facilitated by... Please also describe how this activity is connected to the overall objectives of the project and will help achieve the planned impact.	3	3	E.g: - list of attendees - presentation used by the facilitator		Remove

+ Add a row

- Activity number - please choose your activity number in order, A1 (activity 1), A2 (activity 2), etc. These numbers will be used in the second table to assign indicators to their respective activities.
- Activity name - general name for this activity, e.g., workshop on risk assessment for staff, series of webinars, preparing a Child Protection Policy.
- Activity description - please describe exactly what actions will be planned as part of this activity and how they will be accomplished.
- Start and end the month - choose in which month of the project this activity will start and end.
- Output - please write in the outputs you will provide to show that the activity has been completed. There can, and often will be, more than one output per activity. Some examples of possible outputs can be: a list of attendees at a meeting, a presentation from a webinar, training, or workshop, or a final draft of an internal document you have prepared. This is not an exhaustive list; you can propose other outputs that are relevant to your activity.

Table 2 - indicators:

Description of deliverables (and indicators)

Activity No.	Indicator type	Indicator value	Comment	Remove action
A1	Hours of training	10		Remove

+ Add a row

Please assign numerical values to the indicators showing if your project has reached its goals.

Please note that there can be more than one indicator per activity. In this case, please add a row, select the same Activity No. again in the new row, and assign it a second indicator.

- Activity number - choose an activity you put in the first table for which you want to assign an indicator.
- Indicator type - Please choose a type of indicator for the selected activity. We have provided a list of possible indicators in the dropdown menu (pictured above); however, if your indicator doesn't fit any of the categories, please choose "other" and specify in the comments.
- Indicator value - a numerical value for how many of the chosen unit you will have as part of the project.

Evaluation plan

Describe how you plan to monitor and evaluate the progress and quality of the activities.

This plan should be tailored to your project, and it can be more or less extensive depending on the specific scope of the project. For example, while projects that include training for staff or workshops might need a pre- and post-measurement of the improvement in knowledge and skills, this might be optional for other projects, which primarily include meetings or preparation of internal documents.

When preparing a description, try to answer the following questions:

- How do you plan to collect quantitative (e.g. number of persons participating in programmes or events, number of services provided) and qualitative (e.g. satisfaction with activities, quality of the outputs and deliverables) information? Please describe the instruments you will use to measure these (lists of participants, questionnaires, pre-, and post-measurements, etc.)
- How will you use this information to evaluate the project and to make informed decisions regarding the further development of the project?

Communications plan

When preparing a description, remember that this plan will vary depending on the type of project you are planning. If your project is internal to your organisation, you might not need to prepare a communications plan. If your project does require a communication plan, please consider the following:

- Who are your target audiences? Who needs to know about your activities and why?
Target audiences are very specific for your proposed activities. They could be local politicians or 17 year old boys in your city.
- How will you reach your target audiences? Where will they listen to you? Which format does your communication need to reach them?
Spaces to reach your target audiences could be a regional conference or your Instagram accounts. It depends who you want to reach and where you believe they are open to receiving the information you want to share
- What do you want your target audiences to do?
Do you want them to give you a “like” or comment on your post? Do you want them to take a concrete action, such as starting to integrate perpetrator programmes in their annual budgets or coming to your workshops? Take your (project and overall organisational) goals and objectives into account when planning your communications.

If, based on the nature of your project, you don't believe that a communications plan is needed, please put this information in the description and briefly explain why.

Ethics and values

Describe what measures your organisation will take to ensure that the proposed project is aligned with EU values and delivered safely and ethically.

In this section, please consider that some of the issues might be more closely related to your project than others. You can expand on the more relevant ones and describe in more detail how you will address them. However, it is worth considering every issue at least briefly to ensure you know if and how your project might address them.

When answering, consider the following:

Ethical issues:

- How will the organisation address informed consent?
- Will there be a process in place for disclosing crimes?

- How are general confidentiality and data protection addressed?
- What are the safety measures for victim participation?

Gender mainstreaming:

- How will the project integrate a gender perspective in the design and implementation of the project? That is, how will it contribute to promoting or advancing gender equality? (e.g. mixed-gender facilitator groups; sessions that address gender; ensuring that tasks are distributed evenly between men/women (administrative vs. content work))

Mainstreaming of the Rights of the Child and child protection policy:

- How will the Rights of the Child be ensured throughout the project?
- How does the proposed project put the child at the centre of the intervention? E.g. How will the project ensure that the children's point of view is considered? How will the project ensure that the best interest of the child is addressed?

Note: If the applicant works directly with/has contact with children, they must provide their child protection policy. Activities to develop a child protection policy will be eligible and are encouraged. Suppose your organisation is already working with children and doesn't have a child protection policy. In that case, we will not fund any child-related activities, but those applicants will not be excluded from the application process for other activities.

Risk assessment and risk mitigation

Please describe the relevant risks for achieving the objectives and measures to mitigate them. Consider any potential risks you can see and explain how you would address them. Some examples of potential risks are: the organisation has difficulty finding co-funding, change of relevant staff/training new staff, etc.

Project team

Please add the names of the project team as well as what their role will be. This information is relevant so evaluators can assess the allocation of resources and how the skills and experience of the project team relate to the planned activities and expected results. Please upload the CVs of the project team with relevant experience in the space provided.

If you don't have information on all the project team members yet or are planning to hire someone to work on the proposed project, please put this information in the table.

EU added value

Describe how the proposed project activities contribute to the implementation of the Istanbul Convention and Victim's Rights Directive

Please also specify and describe if and how your project addresses the following documents

- [Charter of Fundamental Rights](#),
- [EU Gender Equality Strategy](#),
- [EU Strategy on the Rights of the Child](#),
- [EU LGBTIQ Equality Strategy](#),
- [EU anti-racism action plan](#).

Will the project contribute to the new European Directive on Violence Against Women?

When preparing your answer, please consider that, depending on the topic and nature of your project, it might contribute to and address some areas more than others.

Budget and cost-effectiveness

The budget template is available for download [here](#) and at the top of the application form.

Please only use the provided template.

Instructions on how to fill out the budget template:

Password-protected cells will be filled out automatically.

ID form and list of activities:

- To be manually filled by the applicants.
- Use the corresponding assigned activity numbers in the list of activities to fill out the Forecast Budget Calculation, Budget per Activity, and GANTT chart. These should be the same activity numbers you assigned in the application (pt. 4 – [Description of activities and deliverables](#)).

Forecast Budget Calculation:

- Budget summary (at the top of the sheet) and column G (Total EURO) is automatically filled/calculated by the system.
- Assigned letters for the budget headings are indicated in the budget summary.
- Columns A (Budget heading), B (Activity), and H (additional information) are to be manually filled by the applicants using a drop-down list.
- Column H must only be filled for each "B2" budget heading selected in Column A, as it only applies to travel expenses.
- Columns C, D, E, and F are to be manually filled.



- Cost categories D (Indirect costs) and G (Own contribution) should be listed in the budget as other cost categories; otherwise, they will not be automatically calculated in the budget summary.

Budget Form:

- Only column A (Name of the organisation) must be manually filled.
- Columns B, C, D, E, F, G, H, I, J, K, L, & M to be automatically filled/ calculated by the system.

Budget per Activity:

- Column E (No. travels/ Persons traveling) to be manually filled.
- Columns C, D, F, G, H, I, J, & K are to be automatically filled/ calculated by the system.

GANTT:

- Column C – write a short name for the activity.
- Months to be filled manually (use any colour of your choice to fill the boxes).

When describing the cost-effectiveness of your project, please consider the following questions:

- How will you make sure that the project is cost-effective?
- How will an appropriate balance be achieved between the estimated costs, the resources employed, and the expected results?

Contribution to creating European standards for perpetrator work

One of the main goals of making funding available for WWP EN members is to allow opportunities for organisational development, capacity building, and improving the quality of perpetrator work across Europe. To further that goal and ensure a common standard for perpetrator work, WWP EN is working on establishing a European accreditation system. The projects chosen for this funding opportunity will be designed to bring your organisation closer to being able to become accredited by addressing critical issues and gaps in capacity.

As part of this process, we will require all grantees to actively contribute to building the European accreditation system. It is vitally important to WWP EN that the accreditation standards are drafted in cooperation with experts and frontline workers from all over Europe.

In this section, please:

- describe what you think your organisation's contribution can be to the development of these standards - e.g. Previous experience in drafting accreditation systems on perpetrator programs, previous experience in drafting accreditation standards in similar fields, reflection on the development of standards in your country, participation in a working group on the development of standards in your country.



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- inform us of whether your organisation is interested in applying for a European accreditation and, if so, why it is important for you.

You are also asked to confirm that a representative of your organisation will participate in mandatory Accreditation Working Group meetings organized by WWP EN and actively contribute to the development of standards. If you are unsure of what your contribution could be, please reach out, and we can discuss it together.

