



ASIA PACIFIC REGION
WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS

GUIDELINES FOR JUSEON BYUN LEADERSHIP FUND (Young Women Projects)

BACKGROUND

The Friends of Asia Pacific WAGGGS (FAPW) was established in 1999 to raise funds for the development of Girl Guiding and Girl Scouting in the Asia Pacific Region. The funds enabled the Asia Pacific Region to deliver many more programmes and projects to its Member Organizations (MOs) and contributed to the region's increase in membership to become the largest and fastest growing region in WAGGGS.

In August 2019, the FAPW fully funded the AP Young Women Governance Workshop and launched the AP Young Women Ambassadors Programme. The FAPW Working Group saw the need to build upon and strengthen the leadership capacity of young women who exhibited great potential. They needed financial support to continue to develop their leadership skills and put them into action. A new leadership fund was set up for this purpose.

In November 2019, the FAPW successfully launched the FAPW Juseon Byun Leadership Fund (JBL Fund). The fund was named after the FAPW Founder Dato' Dr Juseon Byun, to honour and recognise her vision and life-long commitment in advancing young women in leadership through Girl Guiding and Girl Scouting.

GOALS

1. Demonstrate the WAGGGS Asia Pacific Region's commitment to young women's leadership development.
2. Facilitate the actualisation of young women in governance and decision making in MOs, Regional and WAGGGS levels.
3. Strengthen organisational capacity of AP MOs in line with the Capacity Building Framework.

OBJECTIVES

1. To strengthen the capacity building of young women in preparation for decision making and governance roles.
2. To retain capable young women in MOs, AP Region and WAGGGS by offering opportunities and support.
3. To encourage the girl-led culture and mindset within MOs.

FUNDING

The maximum amount that can be awarded by the JBL Fund is 25,000 GBP per triennium in total. This sum will be divided as described below, however there is room for change in how this is distributed as long as FAPW are advised of the change.

1. **Asia Pacific Regional Events:** the maximum grant amount is GBP 15, 000 per triennium for the coordination of up to two Regional training workshops which may be delivered in person, online, or a blend of both. (For the purpose of this grant, AP Regional Events are events organised by the AP Region and therefore this portion of the grant is only available to the AP Region and not individual MOs);
or
2. **Young Women Projects:** the maximum amount to be granted is GBP 10, 000 per triennium in total. Each individual grant will range between 500 – 2000 GBP and is only available to young women under 30 to implement projects advancing girls and young women in decision making, governance and leadership in their own countries. To be eligible for this grant, projects must have an endorsement from the relevant MO. Grant allocation will be decided upon by the Asia Pacific Regional Committee.

PROCEDURE

At the start of the triennium, the APR Committee will decide on the distribution of the 25,000GBP funding amongst Regional Events (including respective host countries) and Young Women's project grants and decide on the timelines for young women grant funding, the application period and convey the details to the Member Organizations. They will advise the FAPW Working Group of the decision.

** The below part contains the information in relation to the second part of the fund which is Young Women Projects.*

CRITERIA

Young Women's Project Grants:

1. Only Young Women who are members of an Asia Pacific MO can apply for a grant.
2. Projects should be led by a young woman with the approval of their MO.
3. Projects should aim to develop and strengthen leadership skills of young women and encourage them to take on decision making and governance roles within Girl Guiding and Girl Scouting and beyond.

4. Projects should contribute to the development of young women in at least two of the following:
 - a. Strategy and Planning
 - b. Governance
 - c. Leadership capacity building and the WAGGGS leadership model
 - d. Organisational Management
 - e. Influence and Advocacy
 - f. Finance and fundraising
5. Projects should be examples of high-quality Girl Guiding/Girl Scouting experience with methods that are Relevant, Exciting, Accessible and Learner-LED (REAL).
6. Projects should incorporate the applicable elements of the WAGGGS educational method:
 - a. Learning in small groups
 - b. Learning by doing
 - c. Connecting with others
 - d. Connecting with my world
 - e. My path, my pace
7. The action plan must be monitored by the MO in collaboration with the APR committee and delivered within 2 years of being awarded the grant.

Young Women Project Grants

1. Only applications that meet the criteria will be considered. A Budget needs to be included with the application. Once the maximum amount for the triennium has been granted, no further grants will be approved for the remainder of the triennium.
2. The APR Committee will select suitable projects each year from the proposals submitted by young women.
3. If an MO has already received a grant within the triennium, preference will be given to young women from other MOs that have not received a grant.
4. Young Women applicants and MOs will be notified about the decision by the APR Committee within 4 months from the application deadline.
5. Upon approval of the Project grant application, all necessary grant documents will be sent to the Young Woman and MO for their signatures and the grant will be transferred thereafter.
6. The Young Woman selects the account where she would prefer the funds to be transferred whether that be her own Account, Parents' Account, or the MO's Account.
7. Fund transfer needs to be confirmed by the fund receiver within 2 weeks of receipt. If the account belongs to the MO, they are expected to release the funds to the Young Woman within 2 weeks of the receipt or as per agreed arrangement with the young woman.

8. Upon completion of their project, Young Women should submit a complete report to the APR Committee using the template provided within 2 years of being awarded the funding with the endorsement from the respective MO. A copy of each report will be sent to the FAPW Working Group. Failure to submit a report may have a negative effect on future applications from the same MO.
9. The APR Committee through the assigned committee member, will monitor the progress of projects, ensuring that funds are used in accordance with the Young Women's project proposals submitted and approved by the APR Committee.
10. The APR Committee may, on a case-by-case basis, request for an update report before the submission deadline.
11. Upon completion of the project, WAGGGS will request Young Women Project Leads/MOs to submit a story featuring the project and the outcomes. The story should comply with the requirements of GDPR (General Data Protection and Regulation) and will be edited and featured in WAGGGS communication channels for e.g. FAPW newsletter 'Focus on Friends'. A guide containing the specifications of the story will also be provided by WAGGGS.
12. The relevant MOs may be requested to present their Project at the AP Regional Conference.
13. MOs are encouraged to give certificates of participation to participants of the projects and the certificate template will be provided by the AP Regional Committee.

TIMELINE

Application Process

Jan – Aug	Call for applications (send out guidelines and application form)
31 Aug	Deadline for application
Sep	Asia Pacific Regional Committee approval via e-mail
Sept – Oct	Announce the approved projects, process grant letters (send out the project reporting template)
Nov – Dec	Arrange transfer of grants to MOs

Guidelines First Approved: Jan 2022