



ASIA PACIFIC REGION
WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS

GUIDELINES FOR ASIA PACIFIC REGION PROJECT 3L

Project 3L: “Life-Long Learning”

(Project funded by the Friends of Asia Pacific WAGGGS)

BACKGROUND

Since 1999, Friends of Asia Pacific WAGGGS (FAPW) has gained enormous support from countries all over the world. FAPW works to raise funds for the development of Girl Guiding and Girl Scouting in the Asia Pacific Region. In line with the aim of FAPW, **Project 3L: “Life-Long Learning” (Project 3L)** was introduced to support projects that could contribute to the capacity building of girls and young women.

It is envisaged that Project 3L will give young women skills to use in all aspects of their life; not just those related to Girl Guiding and Girl Scouting. It aims to provide opportunities for Member Organisations (MOs) to hone quality Girl Experience by coming up with well-designed projects that focus on leadership and governance, opportunities for growth, safe space for girls, and a wider world impact.

GOALS

1. To empower girls and young women to learn life skills.
2. To contribute to the capacity building of girls and young women.
3. To provide opportunities to MOs to improve quality Girl Experience.
4. To support MOs develop leadership and governance skills, opportunities for growth, safe space for girls.

FUNDING

1. The maximum amount of grant per project is GBP 3,000.00.
2. Up to four (4) Project grants will be awarded per year.
3. Expenses over the amount of the grant will be the responsibility of the Member Organisation.
4. Up to thirty percent (30%) of the grant may be used for travel expenses, administration and/or staff costs, if any.

CRITERIA

1. All projects should incorporate applicable elements of WAGGGS Leadership Model and ensure Quality Girl Guide and Girl Scout Experience with methods that are Relevant, Exciting, Accessible and Learner-Led (REAL).
2. Projects can focus on any of the following areas:
 - Innovation and social entrepreneurship
 - STEM (Science, Technology, Engineering, Mathematics)
 - Nutrition
 - Leadership and Governance

3. All MOs should ensure the projects are conducted in a safe space for all participants.
4. At least 50% of the participants in each project must be members of the Member Organisation under the age of 30, with at least one project planning team member that falls under this age group.
5. The project may be conducted at any level of the MO (e.g. National, State, Province, Unit, Troop, etc.).
6. The project must be completed within 12 months upon receipt of the grant.
7. MOs cannot apply for a new project unless they have submitted the final report on their previous project. Furthermore, failure to comply with the deadline of reporting may prevent the MO from applying for other WAGGGS and FAPW grants in the future.
8. The project with a sustainability plan will be prioritized during the selection process.
9. Each project will receive funding only once for Project 3L. The Member Organisation may choose to continue the project through self-funding or alternative funding arrangements.
10. In case the proposed project falls under the ongoing programme of the MO, it must target new beneficiaries to be eligible. Such a project can receive the grant from Project 3L only once to strengthen and amplify its impact. Application for the same project, even if it reaches out to new beneficiaries, will not be eligible for a second grant.
11. MO may choose to apply for a Project 3L grant OR Project Reach Out grant but not both grants in the same year.

PROCEDURE

1. Applications for the project must be submitted by 31 August of the preceding year. Only applications that meet the criteria will be considered.
2. The APR Committee will select up to four (4) projects each year from the proposals submitted by Member Organisations.
3. If a Member Organisation has already received a grant within the triennium, preference will be given to a Member Organisation that has not received a grant.
4. Member Organisations will be notified by the APR Committee within three (3) months from the deadline as to whether their application has been approved.
5. Prior to receipt of the amount of the grant, Member Organisations must sign a grant letter and agree to the terms and conditions of the grant.
6. The APR Committee will monitor the progress of the project, ensuring that funds are used in accordance with the Project 3L Grant agreement between Member Organisation and APR Committee. A template for a mid-term progress report will be sent to the Member Organisations. All MOs must submit the mid-term report within the seventh month of the project period.

7. Member Organisations must complete the budget (included in the application form) while applying for the grant showing the breakdown for anticipated expenditures. A final report showing the breakdown for expenditures of the allotted grant as per actual expenditure should be submitted along with the project report. The format for the same will be provided.
8. Within two months of completion of the project, Member Organisations must submit a complete report using the template provided by APR Committee. A copy of each report will be sent to FAPW Working Group.
9. Upon completion of the project, Member Organisations must submit an article describing the project and the outcome. The article should comply with the requirements of GDPR (General Data Protection and Regulation). It will be edited and featured on WAGGGS communication channels. A guide containing the specifications of the article will be provided.
10. The recipients of the Project 3L Grant may be requested to present the Project at future AP Regional Conference(s) and FAPW events.
11. 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

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| Jan – Aug | Call for Applications (send out Guidelines and Application Form) |
| 31 August | Deadline for applications |
| 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 |
| Jan – Dec (The following year) | MO implements the Project |
| July (The following year) | MO submits the Mid-term Project report to the Asia Pacific Regional Committee |
| Jan-Feb (The year after project implementation) | Final reporting and closing |

Guidelines First Approved: 2004
 Revised and Approved: 2023