RSH Mentor Programme: CSO application form

Many thanks for your interest in joining the RSH Mentor Programme.  We are very excited to be embarking on this journey and we welcome your interest.

At the commencement of the mentoring scheme, selected organisations will conduct safeguarding organisational capacity assessment. A mentor (either external or internal) will work with your organization to help you identify your organisation’s safeguarding gaps. The mentor will work with your safeguarding focal person for 6 months (maximum of 10 hours contact in a month). An agreement will be put in place to determine mutual responsibilities for mentoring implementation and monitoring between RSH and the mentored organisations.

The information that you provide will introduce us to your organisation and the safeguarding initiatives that are in place. This will help us assess and understand the organisational ability to undergo through this initiative.

Please complete this form and return it to Oge Chukwudozie on oge@rshub.org.uk  by **24th September 2021**.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Organisational information | Please write answer here | | | | |
| Organisation Name |  | | | | |
| Office Location (Head Office) |  | | | | |
| Name of main contact |  | | | | |
| Email address of main contact |  | | | | |
| Phone number of main contact |  | | | | |
| Number of employees |  | | | | |
| Number of volunteers (if applicable) |  | | | | |
| Summary of organisational vision, mission and goals |  | | | | |
| Annual budget | Please tick  Below N 5,000,000                          [  ]  Between N 5,000,000- 20,000,000  [  ]  Between N 20,000,000-50,000,000 [  ]  Between N50,000,000 – 100,000,000[  ]  Above N100,000,000 [  ] | | | | |
| Programmes - Please tick to indicate the programme area(s) that are relevant | | | | | |
| Programme | | Tick | Programme | | Tick |
| Education | |  | Health | |  |
| Urban and infrastructure | |  | Water, Sanitation and Hygiene | |  |
| Justice and peace building | |  | Economic development | |  |
| Social Protection | |  | Disability | |  |
| Gender based violence/ Child protection/ Violence against women and girls | |  | Research | |  |
| Sport | |  | Non-specific | |  |
| Other Programme | |  | Please describe | |  |
| Please tick to indicate program focus | | | | | |
| Humanitarian focussed | |  | Development | |  |
|  | |  |  | |  |
| Please tick to indicate if the programmes are directly implemented by: | | | | | |
| Your organisation | |  | Partners | |  |
| Both your organisation and partners | |  | You subgrant to other CBOs? | |  |
| Are you currently partnering with INGO/UN? | |  |  | |  |
| Beneficiaries- Who are the main beneficiaries (tick all that apply) | | | | | |
| Adult men and women | |  | People with Disability | |  |
| Women | |  | IDP/Refugees | |  |
| Children | |  |  | |  |
| Other | |  | Please describe | |  |
| Safeguarding | | | | | |
| Person responsible for safeguarding | | | Name  Role | | |
| Mentorship | | | |  |  |
| Would you prefer to have an external or internal mentor? | | | |  | |
|  | | | | Yes | No |
| If an external mentor, confirm availability to work with external mentor for 10hours per month for 6 months | | | |  |  |
| If an internal mentor , would this person be available for 22 hour training (there will be initial 5 day training the week of 4th October 2021) , monthly supervision and follow-up to become a mentor? | | | |  |  |
| Would the organisation enable team members to be available to work with the mentor for up to 10 hours a month for 6 months? | | | |  |  |
| Would the internal mentor have time to work with colleagues, management and leadership on safeguarding? | | | |  |  |
| Do they have the ability to influence leaders to make the organisation safer? | | | |  |  |
| Is safeguarding integrated into your organisation?  (indicate Yes or No) | | | | | |
| We have begun safeguarding across the organisation | | | |  |  |
| We have a Safeguarding policy in place | | | |  |  |
| Some staff and volunteers have received safeguarding training | | | |  |  |
| All staff and volunteers have received safeguarding training | | | |  |  |
| We have conducted a safeguarding risk assessment | | | |  |  |
| Safeguarding is well integrated to programmes | | | |  |  |
| Safeguarding is well integrated into human resources | | | |  |  |
| Safeguarding is well integrated into IT | | | |  |  |
| Safeguarding is well integrated into media and communications | | | |  |  |
| Safeguarding is well integrated into fundraising | | | |  |  |
| Safeguarding is well integrated into partnerships | | | |  |  |
| Reporting and response system is in place for communities | | | |  |  |
| Reporting and response system is in place for staff | | | |  |  |
| Do you have existing safeguarding funds or any in the pipeline? | | | |  |  |
| Mentoring- Please describe the organisation’s interest in the mentoring programme here | | | | | |
| How does the organisation hope to benefit from the mentoring programme? | | | | | |
| How will the senior leaders engage with the mentoring programme? | | | | | |

Due to large volume of applications only those selected will be contacted. Submission of application does not automatically mean you would be selected.