



#### Consortium Partners



Dear Civil society organizations and local non-governmental organizations in the regions of the Assi River basin.

Within the framework of the EU-Hawkama project, funded by the EU Regional Trust Fund, ACTED and WW-GVC are organizing a series of training courses to support civil society in Lebanon at the level of the Assi River Basin. The training courses will be held in the "Heritage and Culture Forum" Hermel, starting from Wednesday April 26, 2023, until Thursday May 4, 2023.

The objective of the Capacity Building Program is to support local stakeholders to raise funds, manage grants, and strategically manage their organizations through planning, implementation, and monitoring of organizational strategies and directions.

Specifically, the proposed training curriculum for Lebanese civil society organizations is based on ACTED's methodology under the title "Grassroots Organizations Capacity Assessment" that has been successfully circulated worldwide and in Lebanon over the years. In the table below are the suggested dates for the trainings, along with the suggested attendance. However, the training modules are open to all LNGO/CSO Lebanese staff, without any restrictions.

The capacity building program consists of a series of training courses on fundraising and grant management in addition to the awarding of 4 grants to civil society organizations in the Assi River Basin. The amount allocated for each grant must not exceed 25 thousand euros, and in case the cost of the project exceeds more than 25 thousand euros, civil society organizations can search for other funding sources. The proposed projects must be in line with the program of measures that will be presented in future stage at the Assi workshop. Additional information on the grant program and instructions will be circulated later.

In order to be eligible to apply for the next Grassroot projects program EU-Hawkama, it is necessary to attend these training courses.

Please register for the training courses no later than April 21 2023 by using the following link:

[https://docs.google.com/forms/d/e/1FAIpQLSe7xj--xG-6D9JtUimsl9dVpp6\\_ZkKTgCc5Uv8qNsIDfyCZSA/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSe7xj--xG-6D9JtUimsl9dVpp6_ZkKTgCc5Uv8qNsIDfyCZSA/viewform?usp=pp_url)

Lunch and transportation will be provided for participants during all training days based on WW-GVC financial and procurement procedures.

### Training Schedule:

Module	Date	Time	Suggested participants
Proposal writing / Fundraising	April 26 <sup>th</sup> , 2023	9:00 till 14:30	Board members, Project managers, Financial staff, grant coordinators
Auditing	April 27 <sup>th</sup> , 2023	9:00 till 11:30	Board members, Project managers, Audit/Finance committee members
MEAL		12:00 till 14:30	Board members, project managers, project staff, Monitoring and evaluation staff
Assi river Basin Program of Measure discussion session	May 2 <sup>th</sup> , 2023	9:00 till 11:30	Board members, project managers
Financial management / Reporting Budgeting	May 3 <sup>th</sup> , 2023	9:00 till 14:30	Board members, Project managers, Audit/Finance committee members, Financial staff

Advocacy	May 4 <sup>th</sup> , 2023	9:00 till 11:30	Board members, project managers, communications coordinators, grant coordinators
Logistics		12:00 till 14:30	Board members, project managers, purchasing department