



Arab Resource Center for Popular Arts  
(ARCPA/ AL-JANA)

# Partner Assessment Application Template

## *Child Protection Component*

Submission Date: dd, mm, 2023

### I. Contact Details

<b>Name of Organization</b>	
<b>Organization's e-mail</b>	
<b>Address</b>	
<b>Date of establishment</b>	
<b>Telephone Number</b>	(+961)
<b>Name and Title of Authorized Representatives</b>	
<b>Name and Title of Main Contact Person</b>	
<b>Email of Contact Person</b>	
<b>Telephone of Contact Person</b>	
<b>Organization Website</b>	
<b>Facebook Page</b>	
<b>Other social media accounts</b>	

## II. Organization Details

### 2.1 Overview and organization's mission and vision

[minimum of 80 words]

### 2.2 Organizational chart / organigram

[Attach document]

### 2.3 Background and expertise in Child Protection Activities

[Description of current and previous programs or projects or activities, main target group]

### 2.4 Organization's core team

[Who will be involved in this project, indicating title, background, and experience and the programme(s) in which the staff member will be working. Please provide the CVs of the main staff members who will be involved in this project as annex]

### 2.5 Please provide the CVs of the organization's core team

## III. Description of Capacities in Compliance with the Requested Evaluation Criteria

### 3.1 Mandatory Criteria

Mandatory Criteria	Explanation
Is the organization legally registered? <i>(Please attach the registration certificate and the bank account details)</i>	Yes:  No:
What is the registration number?	
Please attach the registration document	
Please attach the latest Board certificate	
Do you have a valid bank account under the name of the organization?	Yes:  No:
<i>Please upload the bank registration or supporting documents</i>	
Do you have an annual budget of more than 75,000 USD.	Yes:  No:
Please attach the financial supporting documents	
Do you have a center(s) in a Palestinian refugee camp(s) or major gathering(s) in Lebanon? (if yes, please write a minimum of 100 words) - <i>(Please add details on the existing center(s) and services provided)</i>	
In which camp(s) and gathering(s) is the organization willing to implement the activities? Why are you targeting this/these area(s) in specific	

**Any applicant who misses one or more of the above mandatory criteria will be automatically disqualified and the application will not be considered.**

### 3.2 Partner Assessment Criteria

Criteria	Explanation
Do you have 2+ years in demonstrated experience working with children, adolescents, youth, and caregivers. (if yes, please provide a minimum of 100 words)	
Do you have a suitable center to provide services to children, adolescents and caregivers of different age groups? (if yes, please provide a minimum of 100 words) - <i>(Please mention number of rooms, size of rooms, etc.)</i>	
Please attach photos of the room(s) and playground(s) used for activities.	
Do you have equipment and furniture that are efficient to provide the service properly. <i>(Please mention number of tables, tools for recreational activities, etc. if available)</i> - (minimum of 100 words)	
Do you have a team who is experienced in facilitating and delivering Child Protection (CP) activities. (if yes, please provide a minimum of 50 words) - <i>(Please provide details including years of experience and attended training)</i>	
Do you have professional team member who is experienced in delivering positive parenting activities. (if yes, please provide a minimum of 50 words) - <i>(Please provide years of experience, and attended training)</i>	
Do you have a professional team member who is experienced in social work? (if yes, please write a minimum of 50 words)	
Do you have demonstrated experience in case management and/or referrals? (if yes, please write a minimum of 50 words)	
Do you have a demonstrated experience in providing specialized Mental Health	

<p>Services and Psychosocial supports (MHPSS)? (if yes, please write a minimum of 80 words)</p>	
<p>Please select the organizational policies that you have?</p>	<p>HR Policy  Code of Conduct  PSEA  Safeguarding Policy  Child Protection Policy  Anti-Corruption Policy  Conflict of interest Policy  Whistleblowing Policy  Accountability to Affected Population  Compliance Mechanisms  Procurement Policy  Other: -----</p>
<p>Do you have experience in working with international donors. <i>(Please provide names, implemented project(s) and their budgets)</i>. (if yes, please write a minimum of 100 words)</p>	