# APPLICATION INSTRUCTIONS

# Anne Fransen Fund (AFF)

Please make sure that you are eligible to apply for the AFF Fund grant (see ‘Requirements’ below) before completing the application form.

**I) Requirements**

1. All applicants should ensure that their membership fees to Consumers International are paid in full.

2. Funded organisations must submit an Evaluation Report (1 to 2 pages) to Consumers International within 3 months of completing the project activities. This should contain information on activities undertaken, financial expenditure, and impact achieved. The Evaluation Report should show the actual results that have been achieved, not be a copy of the project plan. This can be in the form of text, photos or a video of activities organised. Links to project webpages may also be provided.

3. Co-funding (if any) must not be over 50% of the overall budget. This co-funding requirement means that organisations cannot submit a proposal for a total budget exceeding € 20,000. (*Applicants must show written evidence of already secured funds*).

4. Only one application per organisation should be submitted.

5. Applicants should design their proposals with Covid-19 safety considerations in mind.

**II) Primary Criteria**

Proposals that do not meet all of these eight criteria will be disqualified.

1. You have to be a member (Full or Affiliate) of Consumers International from a developing country (see [OECD DAC List of ODA recipients](http://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/daclist.htm)).

2. Consumers International membership fees must be paid in full up to and including the current year 2020.

3. The proposal must address one of the AFF priority areas (financial services, consumer justice and protection, food, digital, drugs and health).

4. The project must be executed within one year.

5. The budget must not be more than 10,000 Euros.

6. The proposal should be clearly linked to one or more consumer rights[[1]](#footnote-1).

7. Applicants must be free from unethical practises including financial and legal issues that may affect the organisation’s legal status or their continuing eligibility for Consumers International membership.

8. Overhead and indirect costs (i.e. venue, food, travel, staff and volunteer costs, etc) must not take up more than 40% of the budget.

**III) Evaluation Criteria**

Proposals will be reviewed according to a scoring system on the basis of the following criteria:

1. The project objectives comply with the primary criteria.
2. The project objectives are clearly defined with Key Performance Indicators (KPI’s) that are measurable and realistic.
3. Planned activities are realistic and well designed.
4. The project team has the skills required to effectively deliver the project.
5. The budget is realistic and well designed.
6. Stakeholders involved in the project are relevant with their role well defined and there is a credible expectation of cooperation.
7. The project contributes to strengthening the organisation’s institutional capacity.
8. The impact of the project can be sustained beyond the one-year lifetime of the project

**IV) Submission Process**

Please ensure that you clearly label your application in the subject line of the e-mail ‘AFF Application for 2021’ and submit it to Consumers International by 8th February.2021.

Late applications will be immediately disqualified.

Your application should be submitted to members@consint.org

The application instructions contain all the information required to enable submission of your project. Any additional enquires should be submitted to the Consumers International contact named above. Enquiries should not be directed to the Consumentenbond team.

You will be informed about the outcome of your application in March 2021.

AFF grantees should be aware that grant payments may take up to three months to be processed.

# OTHER USEFUL INFORMATION

**English**

In 1988, the Anne Fransen Fund was founded by a former director of Consumentenbond - the Dutch Consumers’ Organisation. The Anne Fransen Fund’s mission is to establish and reinforce the position of consumers in developing countries and transitional economies, through the implementation of capacity building and campaigning projects. The fund is made up of contributions from members of Consumentenbond. Since 1981, over €1,000,000 has been invested by the Anne Fransen Fund. As the Anne Fransen Fund has no overhead or personnel costs, all funds – totalling about € 60,000 per year – go directly to the selected projects.

Consumers International will facilitate the administration of the AFF. The AFF Board has responsibility for the management of the fund and makes the final decision as to selection of projects and the grant amount to be made available. The AFF Board considers submitted projects for approval once a year.

**Spanish**

En 1988, fue fundada la Anne Fransen Fund por un ex-Director de la Consumentenbond – la Organización de Consumidores de Holanda. La misión de la Fundación es establecer y reforzar la posición de los consumidores en los países de economías en desarrollo y en transición, a través de la implementación de proyectos de capacitación para el fortalecimiento institucional y proyectos de campañas. La Fundación se sustenta a través de contribuciones de los miembros de Consumentenbond. Desde 1981, la Fundación ha invertido más de 1.000.000 euros. Como la Anne Fransen Fund no tiene gastos de base ni costos de personal, todos los fondos – más de 60.000 euros por año, son destinados directamente a los proyectos seleccionados.

Consumers International apoyará la administración de la Fundación. La Directiva de la AFF tiene la responsabilidad de la gestión de los fondos y toma la decisión final respecto de los proyectos ya seleccionados y del monto de los fondos a ser destinados a cada uno de éstos. La Directiva de la AFF se reúne una vez cada año para revisar y aprobar propuestas de proyectos.

**French**

Le fonds Anne Fransen (AFF) fût crée en 1988 par un ex directeur de Consumentenbond, l’association de consommateurs néerlandaise. Le fonds AFF s’est donné pour mission d’étayer et de renforcer la position des consommateurs dans les pays en voie de développement et dans les économies en transition, à travers la mise en oeuvre de projets renforçant les capacités institutionnelles et promouvant les campagnes des organisations consuméristes. Le Fonds est constitué des contributions versées par les adhérents de Consumentenbond. Depuis 1981, plus de 1.000.000 Euros ont été investis par l’AFF. Parce que l’AFF n’a pas de frais de fonctionnement ou de personnel, la totalité des fonds disponibles, environ 60.000 € par an, sont utilisés en faveur des projets sélectionnés.

Consumers International s’occupe en partie de la gestion administrative de l’AFF. Le Conseil de direction de l‘AFF est entièrement responsable de la gestion du Fonds et décide de la sélection des projets ainsi que de leur niveau de financement. Le Conseil se réunit une fois par an pour délibérer et choisir les projets présentés.

1. Being the following rights: right to safety; the right to be informed; the right to choose; the right to be heard; the right to satisfaction of basic needs; the right to redress; the right to education and the right to a healthy environment. [↑](#footnote-ref-1)