



**CAMEROONIAN NURSES ASSOCIATION – UK**  
**GUIDELINES FOR APPROVING CHARITABLE PROJECTS**

**Who are we?**

We are a professional group of Registered Nurses, Midwives & Health Visitors from Cameroon who live and work in the UK. Each member has a current registration with the Nursing & Midwifery Council in England – NMC

**What is our Aim?**

Our aim is to support organisations or a group of people that have effective plans, goals and ambitions in helping those most in need in Cameroon or the United Kingdom – UK.

**About these guidelines**

We appreciate the time and effort that fundraising takes and aim to be as clear as possible about what the group does and doesn't fund, how to apply for a grant and how long the process typically takes.

These guidelines are divided into three sections.

**Who we support**

The group will support Cameroon or UK registered charities working within the areas of Welfare, Youth, Community, Arts, Faith, Environment, Education and Health & Heritage.

**What the group will fund**

The group will fund both capital and activity expenditure.

The group's maximum capital per project will be 500pounds

The group will not fund more than two projects over a 12months period

- Health projects

- Educational projects
- Training projects
- Projects that delivers training to schools
- Projects that delivers training to health clinics which are not own by government or individuals
- Environmental projects that benefits a local community for example a disadvantage community
- Humanitarian aids to displaced groups or families due to natural disaster, war or conflicts

### **What the group will not fund**

- Individuals except disadvantage children of school age
- Charitable Incorporated Companies (CICs)
- Social enterprises without Cameroon or UK Charity Commission registration
- sporting associations that are not registered charities
- work that does not deliver a direct benefit in Cameroon or UK, even if the organisation is a registered charity within those countries
- animal welfare charities
- charities that spend the majority of their income outside Cameroon and the UK
- local authorities, councils, local government and government agencies
- Profit making organisations & businesses
- Individual business

### **The application process**

This section outlines everything we need to see in a funding application, how to submit your application and what happens next.

- Applications for projects will be via members within the group whose membership fees is up-to-date
- For Each project, a CNA - project application forms needs to be completed by the project lead
- Applications for projects should be made directly to the association three months in advance to the association's AGM
- Each application needs to be discussed by the association in two monthly meetings in advance of the association's AGM
- The selected projects by the group will be declared or announce at each AGM
- For each project agreed and funded by the group, the project lead will give the group a verbal two monthly update of the progress and must agree to provide a full report on your project within 6 months of the completion of the project – photographic evidences as feedback will be highly encourage.
- Where the group fails to reach a majority consensus or decision on which project to select, a patron will be co-opted to assist in the decision making.



## **CNA – UK APPLICATION FORM FOR CHARITY PROJECTS**

*Please complete all sections of this form in full and clearly. All forms should be submitted directly to the following email address;  
macesoh@Camnursesuk.org.*

**Name of Project:**

**Project Lead:**

Start Date:

**Propose end Date:**

**Details of Project:**

Executive Summary of Project - the need it is addressing, location of the project, the difference it makes (impact), your track record as a project lead and what you are asking from the association.

**Please tell us who will benefit from your project and how you have identified their needs 500 words max**

You should include:

- Details of demand for your activity
- Evidence of need in the area or amongst the community targeted
- Explain why this project is the answer to the problems you have identified- how will it meet the need/demand outlined
- Details of other provision in the area – and evidence that your project fills a gap that other provision cannot fill or that service users cannot get

**Approximately, how many people are going to benefit directly from your project and how have you arrived at this number? 50 words max**

***If this is a long term activity, how will you secure resources for future delivery?  
250 words max:***

**Please give details as to any other applications for funding that you have made, whether successful or unsuccessful including who the application was made to, amount applied for and the outcome:**

**Total cost of activity:**

Please outline the total costs of your proposed activity in full:

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Any Additional Information:
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<b><i>How will update of the project be provided to the group:</i></b>
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