**Questionnaire for applicants : selection of Libya partner organisations for Interpeace**

**To apply:**

* Please complete the below questionnaire
* Attach proof of legal registration and ability to implement activities in Libya

|  |  |  |
| --- | --- | --- |
| **Category**  | **Questions**  | **Answer**  |
| Legal status and bank account | Does the organisation have legal recognition in the country and does it have all the required registration documents to function as NGO/CSO ? *Please share the relevant documentation proving registration.*  |  |
| Does the organisation have its own bank account ?   |  |
| Is the organization excluded by any Government entity? If so, why?  |  |
| Organisation’s history and establishment  | When was the organisation created?  |  |
| How has the organisation evolved since its creation?  |  |
| What are the main donors or partners of the organization?  |  |
| Please share a list of all entities with which the organization might be affiliated.  |  |
| What are the mandates, the vision and the objective of the organization?  |  |
| Is the organisation designated to represent a specific group ? |  |
| Which are the specific domains of expertise of the organization?  |  |
| Does the organization have specific agreements or partnerships, or linkages with national authorities? If so, which?  |  |
| Financial situation  | What has been the budget of the organization in the last 2 years?  |  |
| Has the organization ever undergone a financial audit? If so, which entity carried this out?  |  |
| Pelase share a list of projects in the last 2 years : description, duration, localization, budget and donor.  |  |
| Risk assessment  | Does the organisation have a risk assessment matrix?  |  |
| Does the organisation have a safeguarding policy?  |  |
| Geographical presence  | In which regions and cities have you implemented projects?  |  |
| In which regions and cities do you have offices? Please share the offices’ addresses.  |  |
| Organisation’s structure  | What is the structure of the CSO/NGO's governing body? Please provide an organizational chart. |  |
| Does the CSO/NGO have a formal oversight mechanism? Does the CSO/NGO have formally established internal procedures? If so, which?  |  |
| What is the ability of the organization to collaborate in English?   |  |
| What positions within the CSO/NGO are empowered to make key decisions for the CSO/NGO?  |  |
| Which positions within the CSO/NGO lead the areas of project management, finance, procurement, and human resources?  |  |