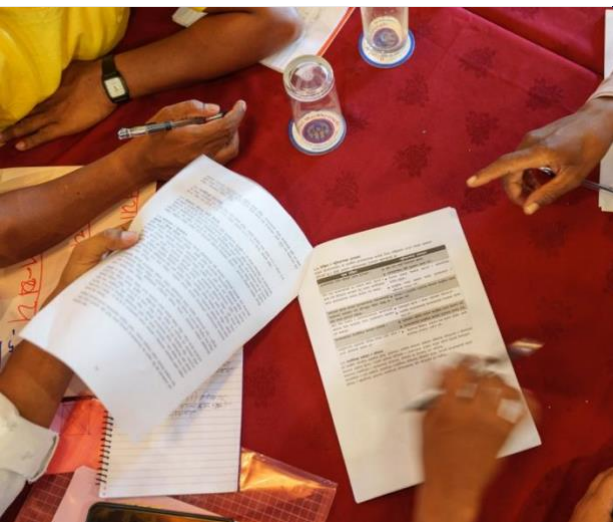


# SURVIVOR LEADERSHIP FUND APPLICATION & DUE DILIGENCE PROCESS

September 2022



The Freedom Fund's Survivor Leadership Fund aims to uplift and support survivor-led organisations by providing unrestricted grants of \$20,000. Organisations can use their grant however they think best to build their capacity and improve their impact. The application process is designed to be as open and inclusive as possible to groups led by individuals with lived experience of exploitation. The following document provides an overview of the steps in the application and due diligence process that takes place before grants are awarded.

## CONTEXT

Survivor-led organisations around the world are few and far between. There is limited public data on this, but from our own research through Freedom Rising in 2019, less than ten percent of top layer management of our partners in hotspot countries are survivors of modern slavery. Organisations who do operate are generally poorly funded and often struggle to access core funding that enables them to be established and an impactful and sustainable organisation. This perpetuates a cycle of dependency and prevents the emergence of a more diverse and representative non-profit sector.

We believe we have a responsibility to support the leadership of those who have experienced oppression. We also recognise that we occupy a privileged position that allows and requires us to support initiatives led by those with lived experience.

To address this issue, we believe more funding needs to go towards supporting survivor leadership - especially by way of funding survivor led organisations. Committing to investment in these individuals, organisations and initiatives is a catalyst to creating space and sharing power for more survivors to lead the movement in meaningful and important ways. It will also ensure that responses to slavery become more tailored and relevant.

The Survivor Leadership Fund is a new initiative of the Freedom Fund that aims to support survivor leadership by directing core funding toward survivor-led organisations in the Global South. This fund is meant to support organisations that have survivors of lived experience of exploitation (including human trafficking, forced labour, bonded labour or forced marriage) in leadership positions within the organisation.

Each grant will be a maximum of \$20,000, and these grants will be unrestricted and require minimal reporting and due diligence. The goal of this fund is first and foremost, to support survivor led organisations who tend to struggle to gain necessary funding in order to shift power back to those most impacted. We then hope to gain a deeper understanding of whether this type of funding works in supporting these organisations or if there are other avenues we should be exploring to support survivor leadership.

Our ambition is to expand beyond the hotspot locations to increase our reach and the diversity of organisations that receive support. In the first round we will focus on three countries in East Africa (Ethiopia, Kenya, and Uganda) to pilot the model, with the aim of rolling out the Fund on a regional/sub-regional basis in subsequent years, as per the example below:

| REGION         | HOTSPOT COUNTRIES              | NON HOTSPOT COUNTRIES*  |
|----------------|--------------------------------|-------------------------|
| East Africa    | Ethiopia                       | Kenya, Uganda           |
| Southeast Asia | Thailand, Indonesia<br>Myanmar | Malaysia, Philippines   |
| South America  | Brazil                         | Peru, Colombia, Bolivia |
| South Asia     | India, Nepal, Bangladesh       | Pakistan                |

\*Illustrative only

## APPLICATION PROCESS

The application process will be kept as simple and accessible as possible, to reduce barriers to applications from low-capacity organisations. For the first-round, applications will be sought in English, though the intention is to facilitate future rounds in local language with translation to ensure greater accessibility.

The application process will therefore consist of two steps:

1. A **basic online form**<sup>+</sup>. Applicants will have support through an application guide which will be included online and will have contact information for support staff from the Freedom Fund in case they have questions or want additional help. The form will include the following questions:
  - Please enter your email address
  - What is the name of your organisation?\*
  - Where is your organisation located? (Country, region, sub city and province)\*
  - What is your contact information? (Your name, your email address and your phone number) \*
  - What is the best way to contact you? (Over the phone, email or in person) \*
  - What is the vision, mission and focus of your organisation?\*
  - What is the type and structure of your organisation?
  - How many staff members in your organisation?
  - Do you or another member of your organisation identify as a survivor with lived experience? \*
  - What is the position or title held by survivors within the organisation?
  - Is your organisation registered in your country? \*
  - Do you have any measures in place to ensure all employees and members of the communities your work with are safe and respected? \*
  - Does your organisation have a bank account? \*
  - How would you use this grant to support your organisation?
  - Do you have funding for these activities?
  - Please provide links to your organisation's website and social media accounts
  - Please provide the names of two people, one of whom is a professional reference, who know your organisation and your work (name, email or phone number) \*

<sup>+</sup>A duplicate application in a Word document will be offered as an additional option if applicants are having trouble accessing the form online.

\*Denotes the question is mandatory to answer.

2. An **interview** with a panel that includes the Head of Global Initiatives and Movement Building, The Director of North America, a member of the Ethiopia hotspot staff, the Operations Manager for the project (who will also take notes on each interview), and Freedom Fund Survivor Alliance Fellows. These interviews will be done via video or phone conferencing, with support from the Ethiopia hotspot office if technological access or help is needed. The panel will speak with applicants on the following:

- Organisational structure and background
- Finance details
- Safeguarding questions
- Main / planned activities of the organisation

Details of the Fund and the application process will be publicized through a dedicated page on the Freedom Fund website and circulated through local networks in each of the target countries. Where suitable, organisations that are known to Freedom Fund staff, allies or partners will be invited to apply.

## SELECTION PROCESS

The selection process will include three steps:

1. Intake by the Movement Building Program Manager, who will process all application forms and ensure all fields of each application are filled out and relevant to the fund.
2. Applicants that passed the intake process will be shortlisted
3. Shortlisted applicants will be contacted and asked to meet with the panel for their interview.
4. Post-interview, the panel will meet, review notes and make granting decisions.

Criteria for selection will include the following:

### ESSENTIAL CRITERIA

- Head office of the organisation is located in one of the targeted countries
- The organisation is a registered (or in the process of registering) and has an organisational bank account within the targeted countries.
- The organisation is a not-for-profit organisation or a social enterprise, if the social enterprise is owned and led by survivors.
- The organisation has at least one identified survivor employed in a leadership position.
- The organisation has safeguarding policies or practices to ensure the safety of their employees and beneficiaries.
- The organisation is working on issues of modern slavery or on issues of vulnerability related to modern slavery (e.g. gender based violence, migration).
- The organisation passes the social media audit.

### OTHER SELECTION CRITERIA

- Degree to which the organisation supports and prioritises survivor leadership and inclusion in its structure, activities, and processes.
- Whether the organisation has specific programmes working on issues of modern slavery.
- The organisations' funding situation and funding need.

## AWARD PROCESS

Organisations will receive written notification that they have been chosen as a grant recipient through an email and letter attachment (unless a better option of contact is noted).

Organisations will then be requested to provide references and any other due diligence information required. Chosen organisations will work with the Program Manager and (if necessary) staff from the hotspot to sign a grant agreement and address any safeguarding requirements and additional information still needed.

When notifying of grant, the Program Manager will also request permission to name as a grantee and check organisation description to be used in announcements, and also request use of logo and/or photographs if appropriate.

Once grants are finalized, an announcement of the grant awards should be made in collaboration with the Communications team.

## DUE DILIGENCE

By its very nature, the fund is aiming to reach very small and nascent organizations that are unlikely to meet Freedom Fund due diligence criteria. It is likely that organizations may not be registered or are still in process of registering, and extremely likely that they will not be able to show two years of audited accounts. There will therefore be limited due diligence requirements for this funding, and no limit to the size of the organisation or amount this funding would represent in relation to total annual income to ensure it is accessible and viable for as many survivor-led organisations as possible.

The due diligence requirements for grantees are as follows:

1. Have an organisational bank account, ideally with two signatories.
2. Two references (e.g. from partner organisations, community members or village officials)
3. Proof of registration, ongoing registration process or proof of intention to register
4. OFAC checks
5. Social media audit

The social media audit will comprise a brief review of the organisation's website and social media posts from the previous 6 months. The audit will check for:

1. Safeguarding concerns (e.g. photographs of child victims)
2. Communications or activities that may constitute serious breaches of Freedom Fund Code of Conduct or contravention of Freed Fund values (e.g. language that is abusive or discriminatory)

It is recognized that this audit is not comprehensive and cannot be expected to identify all risks associated with granting to SLF partners. Where the audit does identify potential risks, these will be raised with the Head of Global Initiatives and Movement Building, the Safeguarding Manager, and Managing Director of Programs as required, to decide if the risk prevents the making of the grant, or requires and support /remedial action with the grantee.

In each non-hotspot country where the Fund is rolled out, the Freedom Fund will also be required to carry out checks on legal restrictions and requirements for foreign funding.

## MONITORING AND REPORTING

For now all grants will be a “one and done” gift, with minimal monitoring and reporting, in order to minimize burden on relevant hotspot teams. We will not require substantive written reporting but will ask for the organizations to submit a brief summary after six months that describes where the funding went and how it supported their mission. This can be done in writing, a voice note, or if not possible, via a conversation with relevant support staff from the Freedom Fund.

We will also ask, where possible, for organizations to create an optional short video, voice recording or written statement on their reflections of how they used the grant which we would then utilize to create a larger compilation that shows the importance and significance of funding for survivor-led organizations.

For the pilot cohort it was determined that the offering should be a one-off grant only, with no other forms of or follow up support offered. However, we see value in considering some low or no cost offerings for grantees, which may include:

- Connecting grantees with each other through an online (no cost) or in-person meeting(s)
- Connecting grantees to hotspot networks and/or inviting to hotspot events and trainings (where local and relevant)
- Circulating relevant funding opportunities to grantees, including Freedom Fund convening funding.

## SAFEGUARDING:

A safeguarding question will be asked in the initial application in order to confirm that the organisation is committed to a safe working environment for staff and beneficiaries of their programs. We will follow up with this during the panel interview for additional information. We will also ask for one or two references that can attest to the safety of the organisation by checking if there is any reason why the organisation should not work with vulnerable adults and children.

If the organisation does not have a policy around safeguarding, we will require organisations to adopt the Freedom Fund’s annex from the Freedom Fund’s current grant agreement template as a safeguarding policy, which we will provide as both a summary and agreement for them to look over and sign.

# SURVIVOR LEADERSHIP FUND APPLICATION FORM

Revised September 2022



The Freedom Fund's Survivor Leadership Fund aims to uplift and support survivor-led organisations by providing unrestricted grants of \$20,000. Organisations can use their grant however they think best to build their capacity and improve their impact. The application process is designed to be as open and inclusive as possible to groups led by individuals with lived experience of exploitation. The following document contains the form provided to applicants of the fund.

*The aim of this fund is to support organisations led by survivors with lived experience of exploitation (including human trafficking, forced labour, child labour, bonded labour or forced marriage). Survivor-led organisations located in [country names] are welcome to apply. If you need support or have difficulty filling out this application, please contact [SLF@freedomfund.org](mailto:SLF@freedomfund.org) for assistance.*

1. What is the name of your organisation?

2. Where is your organisation located?

Country:

Region:

Sub City:

Province:

3. What is your contact information?

Your name:

Your email address:

Your phone number:

Mailing address of your organisation:

4. What is the best way to contact you? (Please circle one)

Over the phone

Email

5. What language would you like to use to communicate with us?

6. What is the vision, mission or focus of your organisation? (maximum 200 words)

7. What is the type and structure of your organisation? (maximum 100 words)

8. How many staff members do you have in your organisation?

9. What are the current programs or activities of your organisation? (maximum 200 words)

10. Do you or another member of your organisation identify as a survivor or person with lived experience of exploitation? (Please circle one)

Yes

No

Other (please explain):

11. What is the position or title held by the survivor (s) in your organisation?

12. Do you have a safeguarding policy?

Yes

No

Other (please explain):

13. Is your organisation registered in \*\*\*\*\* (Please circle one)

Yes

No

14. Do you have measures in place to ensure all employees and members of the communities you work with are safe and respected? (Please circle one)

Yes

No

Other (Please explain):

15. Does your organisation have a bank account (in the name of the organisation, not individuals)? (Please choose one)

Yes

No

In process

16. Who are the signatories on your bank account?

17. How would you use this grant to support your organisation? (maximum 200 words)

18. Does your organisation have any sources of funding for the programs and activities outlined above?

Yes

No

Other

19. Is your organisation currently a partner or grantee of the Freedom Fund?

Yes

No

If yes, please provide details of your grant. Details should include the name of the program ,duration of the grant and the amount of funding received.

20. How did you hear about this funding opportunity?

21. Please provide links to your organisation's website and social media accounts.

22. Please provide the names of two people who know your organisation and your work and would be willing to provide a reference if needed.

Person 1, name:

Person 1, email:

Person 2, name:

Person 2, email:

23. Are there any other notes or comments you would like to share with us?