

GIORDANO DELL'AMORE AWARD

First Edition 2008/2009 “Microfinance, Innovation and Sustainability”

COMPETITION ANNOUNCEMENT

The Giordano Dell'Amore Foundation, in the framework of its new strategy to act as a reference point in Italy and worldwide for the collection and the exchange of knowledge and skills on the international trends, issues and excellences in the field of microfinance,

promotes the

**Giordano Dell'Amore Award
“Microfinance, Innovation and Sustainability”**

to assign financial funds for the realization of microfinance projects for a total amount of:

**euro 100.000,00 (one hundred thousand)
plus euro 25.000,00 (twenty-five thousand)** for travel expenses,

in accordance with the Guidelines in the Announcement.

The **strategic purpose** of this initiative is to start a common reflection on the methodologies, tools and social impact of microfinance, and consequently on the role this instrument is playing in the development process.

The Giordano Dell'Amore Award - First edition 2008/2009 - represents an event that is intended to become an annual appointment; for the first time it will take place in the Spring 2009. The Award ceremony will be held during the International Conference open to microfinance experts and field operators, organized by the Foundation.

TERMS AND CONDITIONS

Article 1

Purpose

The Giordano Dell'Amore Award "Microfinance, Innovation and Sustainability" has three specific purposes:

- to increase the understanding of the importance of microfinance in the public opinion as a tool specifically designed to promote the economic initiative of people excluded from traditional financial systems;
- to encourage a common reflection, an in-depth investigation and an exchange of experiences in the vast community of microfinance practitioners with the aim to foster a process of growth and professionalization taking into consideration important themes such as innovation, sustainability, and the social impact of microfinance;
- to promote and spread those best practices in microfinance effective in combining innovation and sustainability, with a particular attention to the experiences transferable to other contexts.

Article 2

Prizes

The Giordano Dell'Amore Award is made up of two different prizes:

The "Italy Award": a prize of 50.000,00* euro for the best microfinance experience accomplished in Italy.

The funds assigned must be reinvested for the realization of new projects or for the extension of on-going ones.

The five initiatives short-listed in this category will also receive a contribution of 500,00 euro to cover the travel and lodging expenses of two staff members' participation at the Conference and Award ceremony.

The "International Award": a prize of 50.000,00* euro for the best microfinance experience achieved outside the European Union.

The funds assigned must be reinvested for the realization of new projects or for the extension of on-going ones.

*Gross Amount

The five initiatives short-listed in this category will also receive a contribution of 2.000,00 euro to cover the travel and lodging expenses of two staff members' participation at the Conference and Award ceremony.

In addition, the top five experiences (**Short List**) of each category (Italy and International) will be profiled in a publication distributed during the Conference.

The disbursement of the amounts will be disciplined by a specific agreement stating the terms and conditions for the use of the funds assigned, the monitoring procedures and the accounting criteria.

Giordano Dell'Amore Foundation reserves the right to change the allocation of the funds assigned to the Prizes, such as in the case of the division of each prize in multiple allotments.

Article 3

Eligibility Requirements

The Giordano Dell'Amore Award is open to any Italian or foreign institution (not European) and organization involved in the supply of microfinance services.

The **"Italy Award"** is open to microfinance experiences accomplished in Italy, the **"International Award"**: is open to microfinance experiences achieved outside the European Union.

In the framework of this competition, microfinance experiences are defined as the effective microfinance services delivery activities that have been functioning for at least 12 months at date of the application.

Microfinance services are those financial services offered to people that have no access to traditional financial systems.

Every organization is entitled to apply with only one project.

Applications are accepted in English, French, Italian and Spanish.

Article 4

How to Apply

Applicants are required to complete the **Application Form (Annex 1)** that must be signed by the Legal Representative of the organization and sent to Giordano Dell'Amore Foundation.

It is also required to fill the **Experience Presentation Form (Annex 2)** following the instructions reported in the **Application Guidelines (Annex 2)**.

Documents to submit, together with the Application Form and the Experience Presentation Form, may consist of texts, graphs, pictures, and other illustrative materials.

In addition, it is recommended to furnish other documents such as texts, graphs, pictures, and other illustrative materials. All documents have to adequately illustrate the experience of microfinance, considering population involved, clients' participation modality, credit conditions, other financial services conditions, activity financed etc. The specific socio-economic context has to be clearly individuated; data concerning the economic sustainability and the possibility to replicate the intervention have to be furnished.

Projects submitted have to be started by January 2008.

Article 5

Pre- Registration

It is possible to pre-register for the Award by completing and sending to the Foundation the **Application Form (Annex 1)**, duly signed by the Legal Representative of the organization.

Application forms must be sent to Giordano Dell'Amore Foundation by and not after **November 30th, 2008** (the date considered will be the day of receipt by the Foundation).

Pre-registration is not compulsory but it is strongly recommended since it allows the applicant to access the consulting services offered by Giordano Dell'Amore Foundation for the compilation of the Experience Presentation Form (consultancy by phone and online).

Application forms **must be signed by the Legal Representative of the organization** and sent to: Fondazione Giordano Dell'Amore, Via Monte di Pietà 12, 20121 Milano (Italia), clearly specifying the subject: **"Giordano Dell'Amore Award "Microfinance, Innovation and Sustainability"** on the envelope, or by e-mail to the address: **award@fgda.org**, or by fax to the number:00 39 02 32168430, specifying in the object: **"Giordano Dell'Amore Award "Microfinance, Innovation and Sustainability"**.

Article 6

Registration

The final deadline to submit an application (both in case of pre-registration or not) is **January 31st, 2009**.

Nonetheless, in case of pre-registration failure, the **Application Form (Annex 1)**, signed by the Legal Representative of the organization, must be sent by January 31st, 2009, according to Article 5 of the 'Terms and Conditions' (the date considered will be the day of receipt by the Foundation).

To complete the enrolment procedure it is required to fill the **Experience Presentation Form (Annex 2)**, following the instructions reported in the Application Guidelines.

All the documents concerning the **Experience Presentation Form** must be sent to the Foundation e-mail address award@fgda.org or only **in digital format (CD/DVD)** to the Foundation's postal address: Fondazione Giordano Dell'Amore, Via Monte di Pietà 12, 20121 Milano (Italia), not later than **January 31st, 2009**.

The date considered will be the day of receipt by the Foundation.

Please clearly identify all materials sent by e-mail or post marking on the envelope or specifying in the e-mail subject: **Giordano Dell'Amore Award "Microfinance, Innovation and Sustainability"**.

All materials sent by participants will not be returned and could be used, with no profit purposes, by Giordano Dell'Amore Foundation without any limit of time, for the production of documents (informative, editorial, promotional and educational), for the promotion of institutional initiatives for itself or for other institutions, and for the achievement of institutional goals, with the only obligation to acknowledge the sources.

The Foundation reserves the right to request, if necessary, further documents to the participant organizations.

Article 7

Eligibility Conditions and Short-List

The Foundation Secretariat will carry out a preliminary examination of the candidatures on the basis of the materials received to verify the formal compliance of the applications with the criteria expressed in the Guidelines.

The Scientific Committee, made up of international experts in the field of microfinance, with the support of the Foundation Secretariat, will evaluate the eligibility and reliability of the candidates besides the substance and coherence of the experiences proposed.

The Scientific Committee will select the five best experiences in each category that will be included in a **Short-List** and posted on the Foundation's website: www.fgda.org within **March 31st, 2009**. By the same data the organizations short-listed will receive official communication by the Foundation.

Article 8

The Scientific Committee

The Scientific Committee – made up of at least five members, selected by Giordano Dell'Amore Foundation's Board of Directors among university professors, experts in the field of microfinance and in the domain of social and economic cooperation for development - will set up the criteria to evaluate the applications and to pre-select the five experiences candidate to the First edition of the Giordano Dell'Amore Award.

Article 9

Selection Criteria

The candidatures will be evaluated according to the following criteria:

1. Innovative elements of the experience (point 3 of the Experience Presentation Form) **30%**
2. Sustainability of the experience (point 4 of the Experience Presentation Form) **30%**
3. Goals achieved and results obtained (point 5 of the Experience Presentation Form) **40%.**

Article 10

Winner Announcement

Recipients of each prize will be chosen by the Scientific Committee with the collaboration of a leading expert in microfinance, among the five candidates short-listed and will be announced during the International Conference organized by Giordano Dell'Amore Foundation scheduled for the first semester of 2009

Article 11

Data Protection (D. Lgs. 196/2003)

The requested information will be processed in absolute respect for the measures of the Legislative Decree of June 30, 2003, nr.196, as amended.

All data collected will be used exclusively in compliance with the terms of this competition announcement and will be processed by relevant employees and/or contracted staff in the course of their duties in fulfilment of the privacy obligations that inspire the Foundation's activity.

Winner organisations will be profiled in the Foundation website www.fgda.org/eventi; other ways of diffusion of the recipients names are possible. The full list of participants will be posted on the Foundation website.

Giordano Dell'Amore Foundation is Responsible for the treatment of data supplied by the Applicants.

ANNEX 1: APPLICATION FORM

First Edition 2008/2009 Giordano Dell'Amore Award "Microfinance, Innovation and Sustainability"

The undersigned (*name and surname*) _____

Legal Representative of the Organization _____

Street _____ n _____

Postal Code _____ Town _____ Country _____

Telephone _____, Fax _____

E-mail _____

Website _____

on behalf of the applicant organisation and of its beneficiaries

applies

to participate in the First edition of the **Giordano Dell'Amore Award "Microfinance, Innovation and Sustainability"** for the assignment of financial funds for the realization of microfinance projects, and of travel expenses allowances for the international conference scheduled for the first semester 2009.

The undersigned declares that he has thoroughly examined the Terms and Conditions of this Competition Announcement.

Title of the experience submitted _____

Brief description of the experience (*location, target, products/ services offered, sustainability criteria, innovative elements of the project, other information*).

Contact person (*can be different from the Legal Representative*)

Name _____ **Surname** _____

Position _____

Tel. _____ **E-mail** _____

Date

Signature of the Legal Representative

N.B. Please attach a copy of the Legal Representative's identity document, the financial statements of the last 3 (three) business years (or, in alternative, from the starting date of the activity) and the last available activity report.

ANNEX 2

APPLICATION GUIDELINES

Introduction

In view of the necessity to analyze and compare the different microfinance experiences, and in consideration of the need to harmonize/standardize the profiles for publication, we beg applicants to pay maximum attention in filling the Experience Presentation Form.

All documents must be presented in a sheet format A4 (cm 21x29,7) using character Arial 12.

The Experience Presentation Forms/Application forms and all other documents must be sent in accordance with Article 4 of the Terms and Conditions of this Competition Announcement.

Application forms and all other documents are accepted in English, French, Italian and Spanish.

EXPERIENCE PRESENTATION FORM

Giordano Dell'Amore "Microfinance, Innovation and Sustainability

First section: General Information

| |
|---|
| ORGANIZATION _____ |
| Town _____ Postal Code _____ |
| Country _____ |
| Street _____ n _____ |
| Tel _____ Fax _____ |
| E-mail _____ |
| Website _____ |
| CONTACT PERSON <i>(can be different from the Legal Representative)</i> |
| Name _____ Surname _____ |
| Position _____ |
| Tel. _____ E-mail _____ |

DATA

Please tick one box

NATIONAL “Italy Award”

INTERNATIONAL “International Award”

TITLE OF THE EXPERIENCE _____

LOCATION OF THE EXPERIENCE (*country/region/municipality/community*)

Second Section: Information on the Microfinance Experience

The Experience Presentation Form is made up of the of following sections:

1. BRIEF DESCRIPTION OF THE ORGANIZATION

Please briefly describe your organization (*history, mission, geographical area of operation, activity, adopted approach, organizational structure, strength and weakness points, other relevant information*).

(Max. 1 page)

2. MICROFINANCE EXPERIENCE SUMMARY

Please briefly describe the main characteristics of the experience submitted. Give information on the context where the project is carried out and on the population target. Please indicate the starting date of the experience and the possibility to include it in a long-term programme, and indicate the funding sources, the characteristics of the beneficiaries and other relevant information.

(Max. 15 lines)

3. PRODUCTS/SERVICES OFFERED

Please describe products and services offered, explain conditions and criteria adopted, illustrate target population’s needs, operative procedures, human and technical resources involved, etc. Please contextualize and describe products and services offered also including data, graphs, pictures, and other illustrative documents.

(Max 5 pages, excluding possible annexes)

4. INNOVATIVE ELEMENTS OF THE EXPERIENCE

Please describe the innovative elements of the intervention and stress what differentiates products and services offered from the other existing ones.

(Max 2 pages, excluding possible annexes)

5. SUSTAINABILITY

Please describe the criteria adopted to guarantee the economic and financial sustainability of the intervention.

(Max 2 pages, excluding possible annexes)

6. GOALS ACHIEVED AND RESULTS OBTAINED

In order to allow an exhaustive evaluation of the experience we ask to provide in this section a broad set of quantitative and qualitative data. Qualitative data only, even if interesting and useful, will not allow to compare and fully evaluate the different experiences.

In particular, to enable an exhaustive evaluation of the experience submitted, it is recommended to report at least the following data concerning the last three years (or less, if the starting data of the experience is subsequent):

- *Depth of Outreach*: average loan amount, number and percentage of vulnerable clients (rural dwellers, women, illiterates, other type of excluded people)
- *Breadth of Outreach*: percentage of members; percentage of clients with active savings accounts; percentage of clients with active credit accounts.
- Indicators of portfolio quality, indicators of efficiency and productivity, of asset- liability management, financial structure, indicators of profitability and sustainability, etc.

For all the above indicators please use internationally adopted definitions and sector benchmarks wherever possible.

It is also recommended to report goals and results achieved with respect to the original planning.

For uniformity, please note that:

- ✓ *Goals* are defined as the finalities of the project and its final impact on the population and territorial area, for example “poverty reduction of female population in the area x”
- ✓ *Results* are defined as the definite and measurable output of the project, for example “realization of x female microenterprises”.

Data disaggregation for gender will constitute a preference selection criterion.

(Max 5 pages, excluding possible annexes)

7. PHOTOGRAPHIC MATERIALS

Please attach at least 5 significant pictures to illustrate the project activity, in digital format, at least 1 Mb resolution each.

NB: Please, to create text documents in digital format use WORD format and Arial 12 character