**Calling All Member Associations in Europe to Action in Influencing Donors!**

**Thank you very much for sharing your experience through the Donor Advocacy Project**

Please note that the data and information you provide will be used only for the specified research purposes. It will not be used in a manner which will allow identification of your individual responses, unless we receive your specific written permission.

**I. Your Details**

Association

Country

Name of respondent

Role

Email address

1. ***According to your latest figures, the size of your membership? (Please be as accurate as possible)***
2. ***Who works on fund development in your association and what are their responsibilities?***

**II. The benefits of Guiding and Scouting to young people**

1. ***What are the skills, experience and competencies that your association helps young people***

***to develop? Please tick all that apply***

|  |  |
| --- | --- |
|  | Development of leadership skills |
|  | Development of self-confidence, self-esteem |
|  | Flexibility and ability to cope with change |
|  | Being proactive, taking responsibility for own learning and taking initiative |
|  | Team working skills |
|  | Problem solving skills |
|  | International and intercultural understanding |
|  | Working with and valuing diversity |
|  | Strengthening commitment and skills in service to others |
|  | Listening and communications skills |
|  | Planning and organising skills |
|  | Analytical skills |
|  | Technical skills and experience (please specify) |
|  | Other (please describe) |

1. ***In which specific ways does your association contribute to skills, competencies and experience of young people? Please provide concrete examples as if you were explaining to someone outside Guiding and Scouting.***
2. ***Please describe any specific studies, evaluations or case studies available from your association.***

**III. About your association and its fundraising activity**

1. ***Approximately what percentage of your annual national income in 2013 came from the following sources?* *We recognise that you might not know the exact percentages but please give us your best estimate and leave blank any fields that do not apply.***

|  |  |
| --- | --- |
|  | Government grants (national or local) |
|  | Grants from international institutions and bodies (e.g. European Union, Council of Europe, UN, Embassies etc.) |
|  | Private Sector Companies |
|  | Trusts and foundations |
|  | Individual supporters and donors |
|  | Membership fees |
|  | Rentals, services delivered, etc. |
|  | Sales of Guiding / Scouting merchandise |
|  | Activities where participation fees are paid |
|  | Investment income or bank interest |
|  | Other (please describe) |

1. ***During the last three financial years, was your association able to attract sufficient income to cover its total annual operating costs?***

|  |  |
| --- | --- |
|  | Yes, we are attracting sufficient income to cover our costs in full |
|  | No, we were unable to cover our total annual costs in full |

1. ***If you answered ‘No’ above, please describe the actions your association has taken to address the lack of sufficient income to cover its total annual costs:***
2. ***If you answered ‘Yes’ above, please describe what cuts in expenditure would your association need to make first, if you are unable to cover your total annual costs in future:***
3. ***In the last three years, in your opinion has attracting external funds: (please tick one)***

|  |  |
| --- | --- |
|  | Become easier |
|  | Remained the same |
|  | Become more difficult |
|  | Become much more difficult |

1. ***Please give your reasons for the your answer to question 3):***
2. ***Do your external donors\* contribute to the following costs? Please tick all that apply***

|  |  |
| --- | --- |
|  | Staff costs |
|  | Office space |
|  | Governance meetings (National Board, General Assembly) |
|  | Programmes of activities |
|  | Influencing / external relations activities |
|  | Costs of fundraising |
|  | Monitoring and evaluation |
|  | Other administrative or operating costs (Please describe) |

\* External donors include government and institutions, private sector companies, trusts and foundations and donations from individuals.

1. ***Please list those areas of your activities / work for which it has been most difficult to fundraise over the last three years:***

***12. Does your association face any of the following challenges in raising external funds? Please tick all that apply***

|  |  |
| --- | --- |
|  | Lack of fundraising skills (please give details) |
|  | Lack of staff or volunteer time for fundraising (please give details) |
|  | Lack of communications and promotional materials to give to potential donors |
|  | Lack of interest of donors in your country in Guiding and Scouting activities |
|  | Specific costs or activities of your association considered ineligible by donors |
|  | Requirement for co-financing or own funding contribution |
|  | Lack of access and networks to reach potential donors |
|  | Difficult application process |
|  | Lack of capacity to manage the expectations of donors (e.g. reporting) prevents your association from applying |
|  | Other (please specify) |

1. ***Please describe briefly any actions which your association has taken over the last three years to diversify and increase its income?***
2. ***Consider the most significant fundraising success of your association in the last three years. What made it a success and what learning from this situation could your association/ other associations use in future?***

**V. Your association and funding management**

1. ***Please score from 0- 5 each of the following challenges that your association may face when managing funding from external donors?***

|  |  |
| --- | --- |
|  | Frequency of narrative reporting (please provide details) |
|  | Depth/ detail of narrative reporting (please provide details) |
|  | Frequency of financial reporting (please provide details) |
|  | Complexity/ detail of financial reporting (please provide details) |
|  |  |
|  | Donor contract management requirements (please provide details) |
|  | Visibility requirements (please provide details) |
|  | Monitoring and evaluation requirements (please provide details) |
|  | Behaviours of donor contacts (please provide details) |
|  | Flexibility of donor to change in association or circumstances/ context of the activities funded |
|  | Donor relationship management requirements (please provide details) |
|  | Other (please specify and provide details) |

1. ***In the last three years, in your opinion has managing external funds: (please tick one)***

|  |  |
| --- | --- |
|  | Become easier |
|  | Remained the same |
|  | Become more difficult |
|  | Become much more difficult |

1. ***Please give your reasons for the your answer to question 16):***
2. ***Please use the space below to share concrete examples of how your recent/ current donors behave in a supportive way to your association during the delivery of a project/ activity:***

**VII. Solutions and recommendations**

1. ***How would additional funding enable your association to reach more (or more diverse) young people? Please give concrete examples.***
2. ***What positive examples does your association have from working with donors that could inform the practices of other donors funding Guiding and Scouting activities/ projects?***
3. ***Describe your association’s most positive relationship with a donor and explain why concretely it is/ was so positive.***
4. ***Does the government in your country currently allow you or your donors to claim back the***

***tax on donations?***

1. ***What other policies and practices does the government in your country follow to support the financial sustainability of associations like yours?***
2. ***Please let us know what are three most important messages which your association would like to give relevant decision-makers and donors?***
3. ***Finally, please use the space below to give us any other information or examples,*** ***which have not been covered in the rest of the questionnaire, that you consider might be useful evidence to influence donors***

**THANK YOU FOR YOUR CONTRIBUTION!**

Please note that answers will be kept anonymous.

We shall gain permission to if we need to treat any specific information given in a particular way for purposes other than stated