

## **Guidelines for the GNRC Network Coordinators and Contact Persons**

Nairobi, Kenya  
August 2021

### **1. Name, Definition, and Aims**

- 1.1. The Global Network of Religions for Children (GNRC) is an inter-religious network of people, associations or organizations involved in working for children's rights and the well-being of children at local, national, sub-regional, regional and global levels, which promotes cooperation among its members, as well as with other interested parties, to achieve the aims described in section 1.2.
- 1.2. The aims of the GNRC and its members are:
  - 1.2.1. To call members and others to make uniquely faith-based contributions to the creation of a better environment for children through engaging in prayer, mutual enlightenment, dialogue and cooperation among people of different faiths, including children, on the local, national, regional and global levels.
  - 1.2.2. To take concrete action with and for children through interfaith cooperation, and to engage adults and children in inter-religious dialogue for creating a better environment for children in a diverse and globalizing world.
  - 1.2.3. To encourage members and others to build a global movement for children in order to promote significant changes in the environment facing children, working in cooperation with international organizations, academics, the business community and people of all walks of life around the world.
  - 1.2.4. To promote children's rights in their entirety as defined by official documents including the Convention on the Rights of the Child and the Universal Declaration of Human Rights.
  - 1.2.5. To assist members and others in their work with and for children to build a peaceful world of human dignity, where children can grow up in sound physical, psychological, and spiritual health.

## **2. Membership**

- 2.1. Faith-based organizations or groups as well as individual people of faith that are working with and for children anywhere in the world are invited to join the GNRC.
- 2.2. GNRC members shall meet the following conditions:
  - 2.2.1. They are actively engaged in promoting children's rights and their well-being.
  - 2.2.2. They have a faith and practice the teachings of that faith.
  - 2.2.3. The aims and work of the GNRC member shall be in full harmony with the aims and work of the GNRC.
  - 2.2.4. They shall be willing to cooperate with other GNRC members in building a better world for children.
- 2.3. Should changes take place in any GNRC member affecting the conditions mentioned above, the GNRC Secretariat, in consultation with the GNRC Coordinator for that member's country, sub-region or region may re-determine the status of his/her/its relationship with the GNRC.
- 2.4. GNRC members may establish "GNRC" networks on local, national, sub-regional, and regional levels, with the facilitation and endorsement of the GNRC Secretariat and the Arigatou International.
- 2.5. Organizations, networks and individuals that are not faith-based may be fraternal members.

## **3. GNRC Networks**

- 3.1. For practical purposes of the GNRC work, there shall be GNRC Country Committee in each country formed by GNRC members residing in that country.
- 3.2. An organization or individual meeting conditions to become a GNRC Member may submit an application to the GNRC Secretariat
- 3.3. Once a contact with GNRC Secretariat is made, the person taking the lead as Contact Person may convene a meeting of organizations and individuals committed to the objectives of the GNRC, to form a network, led by GNRC Country Committee
- 3.4. The GNRC Country Committee will be coordinated by a GNRC Country Coordinator, will be elected (or selected) by the Members in that Country. The GNRC Secretary General in consultation with, and endorsement of the Arigatou International will then confirm the Coordinator.
- 3.5. The GNRC Country Coordinator ordinarily comes from a faith-based institution

- 3.6. Countries belonging to a specific sub-region may form a sub-regional group or network. A GNRC Contact Person (a.k.a. accompaniers) may be appointed as the contact point for the sub-regional group or network.
- 3.7. Countries and sub-regions belonging to a specific region may form a regional group or network. A GNRC Contact Person may be appointed as the contact point for the regional group or network.
- 3.8. A local GNRC network or group can be formed through the facilitation of the GNRC Country Coordinator.
- 3.9. Local, country, sub-regional and regional networks are formed as needed to facilitate the work of the GNRC in their respective regions, sub-regions and locales.
- 3.10. A GNRC Contact Person for a region or sub-region will normally be chosen from the pool of GNRC Country Coordinators in a sub-region or region.

#### **4. GNRC Coordinators and Contact Persons**

- 4.1. GNRC Coordinators and Contact Persons are members of the GNRC who serve as focal point persons in GNRC networking, who promote GNRC activities and contribute to the building of the GNRC at the global, regional, sub-regional, national and local levels in consultation with other GNRC members and/or contact person(s) in their respective sub-regions, regions, countries and local areas.
- 4.2. GNRC Coordinators work with the GNRC Secretary General through GNRC Network and Programs Manager to determine the general framework for GNRC activities, and deliberate on issues and participate in decisions that concern the GNRC in their respective areas of coordination.
- 4.3. GNRC Coordinators present proposals to the GNRC Secretariat that have been discussed collectively with GNRC members at the local, national, sub-regional, or regional level.
- 4.4. GNRC Coordinators coordinate the mission and work of the GNRC at the national (country), sub-regional and regional levels.
- 4.5. GNRC Coordinators are accountable to the GNRC Secretary General through channels established by the GNRC Secretary General in consultation with the Arigatou International, and are responsible for the implementation of decisions made collectively by the GNRC members in a country.

- 4.6. Each GNRC Coordinator's tasks and responsibilities include:
  - 4.6.1. Monitoring GNRC activities in the country of their responsibility as a whole and developing new strategies aimed at making GNRC work more effective and relevant at local, national, sub-regional and regional levels;
  - 4.6.2. Building the GNRC at local, national, sub-regional and regional levels; through visits, correspondence and various forms of communication with other GNRC members and/or contact person(s) in the respective areas, while ensuring that the "GNRC" networks established are multi-faith, intergenerational and inclusive in their composition and promote inter-religious dialogue;
  - 4.6.3. Facilitating and coordinating the implementation of GNRC policies and programs at the local, national, sub-regional and regional levels (of their responsibility), and addressing related matters.
  - 4.6.4. Implementing GNRC projects to address the specific needs of children, and enhancing GNRC initiatives on local, national, sub-regional and regional levels, while ensuring that GNRC projects and programs are implemented in a spirit of interfaith cooperation through the establishment of Interfaith Committees, whose members represent religious groups and institutions;
  - 4.6.5. Implementation of initiatives proposed at GNRC Forums;
  - 4.6.6. Monitoring the implementation of GNRC projects and the appropriate use of funds provided by the Arigatou International, ensuring that the local organization that receives the actual disbursement of the Arigatou International grant carries out project accounting and produces a detailed financial report;
  - 4.6.7. Organizing GNRC meetings when necessary, in coordination with GNRC members, which allow for representation of all GNRC members in the respective areas;
  - 4.6.8. Formulating overall objectives and policies for local, national, sub-regional or regional activities in consultation with the GNRC members of their areas and, advising GNRC members on the ongoing activities in their local, national, sub-regional and regional levels;
  - 4.6.9. Reviewing projects proposed by the GNRC members of the area, and advising the GNRC Secretariat on their merit;
  - 4.6.10. Drawing up an Annual Country Activity Plan with proposed financial budget, to be submitted to the GNRC Secretary General through GNRC Network and Programs Manager in conformity with the financial procedures and guidelines set by the Arigatou International;

- 4.6.11. Preparing an Annual Country or Regional Report of Activities with an Annual Country or Regional Financial Report, to be submitted to the GNRC Secretariat in a timely manner.

## **5. GNRC Contact Persons**

- 5.1. In certain cases, the GNRC Secretary General in consultation with and endorsement of the Arigatou International, may appoint a GNRC Contact Person for a specific area, sub-region or region or organization;

## **6. GNRC Coordinators and Contact Person Meeting**

- 6.1. To provide a venue for discussing issues related to the GNRC mission and initiatives, the Arigatou International through the GNRC Secretariat organizes GNRC Coordinators and Contact Persons Meetings, as needed, to which representatives from regions or sub-regions may be invited. The organizer may invite other GNRC members and resource persons, where necessary, to these meetings.

## **7. Financial Support**

- 7.1. The Arigatou International through the GNRC Secretary General will facilitate GNRC activities by providing financial support of the three types described below, as well as administering assistance. The Arigatou International is limited in its capacity to provide financial support, and neither the organization nor the GNRC Secretary General is able to make any commitment to meet requests for support before a final decision is made by the Arigatou International Board of Directors;
- 7.2. GNRC Coordinators may pursue financial assistance from institutions other than the Arigatou International, to be used to carry out projects and programs in the name of the GNRC under the same provisions as indicated in these guidelines.

### **7.3. Operational Support for GNRC Coordinators**

- 7.3.1. At the request of the GNRC Coordinator to the GNRC Secretariat, the Arigatou International, within the limits of its capacity, financially supports activities proposed by GNRC Members;
- 7.3.2. The applications for support are done by GNRC Coordinator (or Contact Person) to the GNRC Secretary General (separate guidelines for projects proposals and applications are available).

## **7.4. Support for GNRC Projects**

- 7.4.1. The Arigatou International, within the limits of its capacity, will provide financial support for GNRC projects in accordance with the purposes of the GNRC, implemented by GNRC networks at local, country, sub-regional and regional levels, taking into consideration the diverse situations in the regions/countries;
- 7.4.2. The term “GNRC project” unless otherwise approved by the Secretary General, means a project which involves concrete action for children undertaken through interfaith cooperation, which is initiated and implemented by more than one religious organization or group from different faith backgrounds, in accordance with the aims of the GNRC;
- 7.4.3. GNRC Coordinators are expected to mobilize funding for GNRC projects and encourage GNRC members to contribute financially or in-kind to GNRC projects in their countries or sub-regions or region;
- 7.4.4. GNRC projects should contribute to one or more of the thematic priorities of the GNRC;
  - a. Promote the development of GNRC regional, sub-regional or country networks,
  - b. Enhance Poverty Eradication,
  - c. Enhance Ethics Education for children and other educational initiatives,
  - d. Create a peaceful environment for children,
  - e. Promote Prayer and Action for Children and the Convention on the Rights of the Child.

Some of the specific expectations of such projects are that they should, to the extent reasonably possible:

- Strengthen the capacity of GNRC members working on child rights, ethics education and poverty eradication from inter-faith perspectives;
- Promote inter-faith cooperation and networking between GNRC members at regional, sub-regional, national, and local levels, as well as the establishment of new GNRC networks;
- Entail a greater number of organizers, greater number of participants, participation of a more diverse range of religious and spiritual traditions, and a broader beneficiary area;
- Feature strong participation by children and young people;

- Make significant contributions to the promotion of children’s rights and children’s well-being from the point of view of the role of religions;
  - Indicate a favorable ratio of self-help efforts by the members implementing the project;
  - Contribute to any or all of the three specific commitments that the GNRC made at the UN Special Session on Children in May 2002;
  - Contribute to ending violence against children, including the implementation of the Panama Declaration (with its 10 commitments), adopted at the GNRC 5<sup>th</sup> Forum held in Panama in May 2017.
- 7.4.5. Activities should be designed to meet the specific needs of the target group identified by the project.
- 7.4.6. The financial support for GNRC activities must be budgeted on an annual basis. Multi-year projects will be subject to annual evaluation to determine whether new funds will be granted by the Arigatou International to support the continuation of such projects.
- 7.4.7. The Directors of Arigatou International Initiatives will provide technical support to the GNRC funded projects

#### **7.4.8. How to Apply for Project Assistance**

- 7.4.8.1. Project applications with budget proposals presented by GNRC members must be submitted, with the endorsement of the GNRC Country Coordinator, to the GNRC Secretary General through the GNRC Network and Programs Manager.
- 7.4.8.2. The GNRC Country Coordinator may submit a request to the Arigatou International for financial support for GNRC projects, coordinating the various needs of the GNRC within the respective country, as part of his or her Annual Country Activity Plan and budget proposal.
- 7.4.8.3. When receiving a request for financial support from a single organization or person for a project that does not meet the criteria for GNRC projects in section 7.4.2., the GNRC Country Coordinator for the respective country will examine the potential for the project to be modified so as to contribute to the building of the GNRC and be considered a GNRC project. If this is not possible, he or she shall consult with the GNRC Secretary General, who will then advise the organization or person to make the request for assistance

directly to the Secretary General of the Arigatou International as a non-GNRC project.

- 7.4.8.4. When a GNRC member makes such a request to the Arigatou International, the Arigatou International will inform the relevant GNRC Country Coordinator, asking for comments for reference purposes as part of its process of consideration. Further, when the Arigatou International receives a request for financial support from a non-GNRC member, religious organization, or other organization for a project that is thought to have an influence on GNRC activities, the Arigatou International will provide information to the GNRC Secretary General who will in turn consult with GNRC Country or sub-Regional or Regional Coordinator of the region where the request originated.

#### **7.4.9. Monitoring and Reporting**

- 7.4.9.1. The GNRC Secretary General will inform GNRC Coordinators of the decisions of the Arigatou International concerning applications.
- 7.4.9.2. Each GNRC Coordinator will monitor the status of implementation of GNRC projects/activities supported by the Arigatou International at the country level.
- 7.4.9.3. The beneficiary of the project or activity must keep accurate and regular records and dedicated, transparent accounts of the implementation of the project.
- 7.4.9.4. The GNRC Country Coordinator is responsible for ensuring that the local organization implementing projects/activities uses the funds for the approved purpose. Financial reports should be itemized in the same way as the original application for funding, with no more than 10% of any line item used for a different item than originally requested. The GNRC Coordinator must request prior approval from the GNRC Secretary General through the GNRC Network and Programs Manager before sanctioning any change larger than this.
- 7.4.9.5. When a new bank account is required to manage a GNRC project, its signatories should consist of no fewer than three organizations, all of whom must be GNRC Members
- 7.4.9.6. After completion of each project or activity, the GNRC Coordinator should submit a summary report on the project or activity and a detailed financial report to the GNRC

Secretary General. The financial report must be accompanied by original receipts.

7.4.9.7. At the end of each fiscal year, the GNRC Coordinator should submit a full report on all projects and activities undertaken during the period, including a thorough evaluation.

#### **7.4.10. Deadline for Receipt of Applications**

The deadline for the submission of applications/budget proposals for projects to take place during the upcoming fiscal year (April 1 to March 31) is **the end of November**.

### **7.5. Support for GNRC Networking Activities**

7.5.1. The Arigatou International provides, within the limits of its capacity, financial support for GNRC networking activities, as part and parcel of GNRC projects facilitated by the GNRC Coordinators or Contact Persons.

7.5.2. Requests for Support for GNRC Networking Activities should be submitted in advance to the GNRC Network and Programs Manager at the GNRC Secretariat as a part of the Annual Country Activity Plan and budget proposal. This may also include sub-regional or regional networking for GNRC.

7.5.3. GNRC Coordinators are expected to mobilize funding for GNRC networking activities and encourage GNRC members to contribute financially or in-kind to GNRC networking activities in their regions, sub-regions and/or countries.

### **8. Submission of GNRC Annual Activity Plan and Budget Proposal**

8.1. The GNRC Coordinator will draw up an Annual Country Activity Plan with a budget proposal for the upcoming fiscal year (from April-1 to March-31).

8.2. The Annual Country Activity Plan with a budget proposal should be submitted to the GNRC Network and Programs Manager by the **end November** of each year.

8.3. An expense report for the current fiscal year that details the use of the budget to date and remaining anticipated expenses for the fiscal year should be attached and submitted at the end of April.