



Guidelines to

The Center for Church-Based Development fund

August 2023

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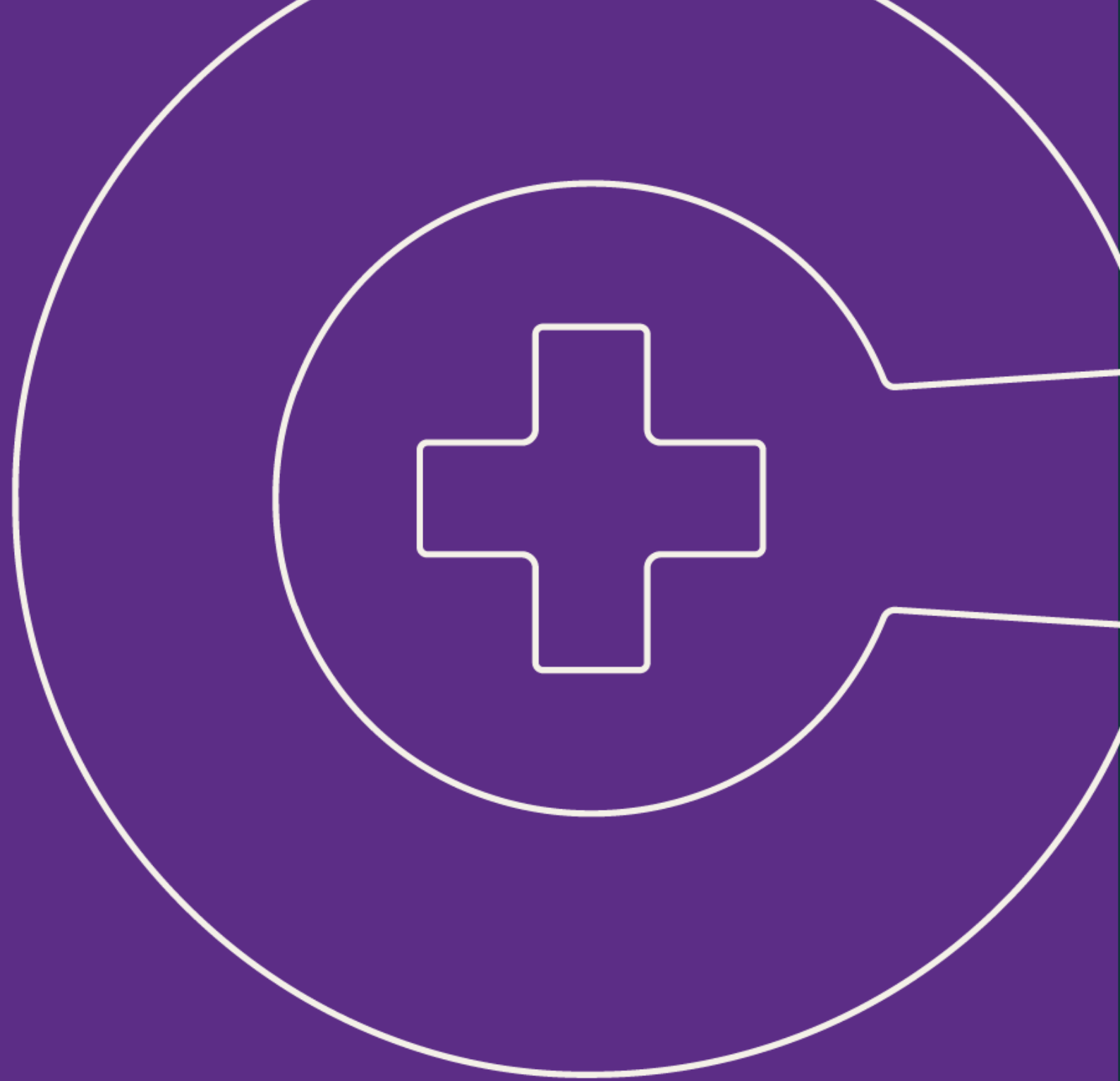
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Guidelines to

The CKU Pooled fund

The CKU Pooled fund is a source of support to Danish civil society organisations. Whereas from 2020 the separate support window for Freedom of Religion or Belief is open to both members as well as non-members, the ordinary CKU fund is open only to members of the Center for Church Based Development (CKU).

The following guidelines are aimed at the CKU member organisations and describe the possibilities within the ordinary CKU fund (the “CKU fund” in the following). Please find the separate guidelines of the ForB-window on the CKU website. The CKU fund is financed by the Danish Ministry of Foreign Affairs, and it enables CKU members to carry out development projects in cooperation with their partners.

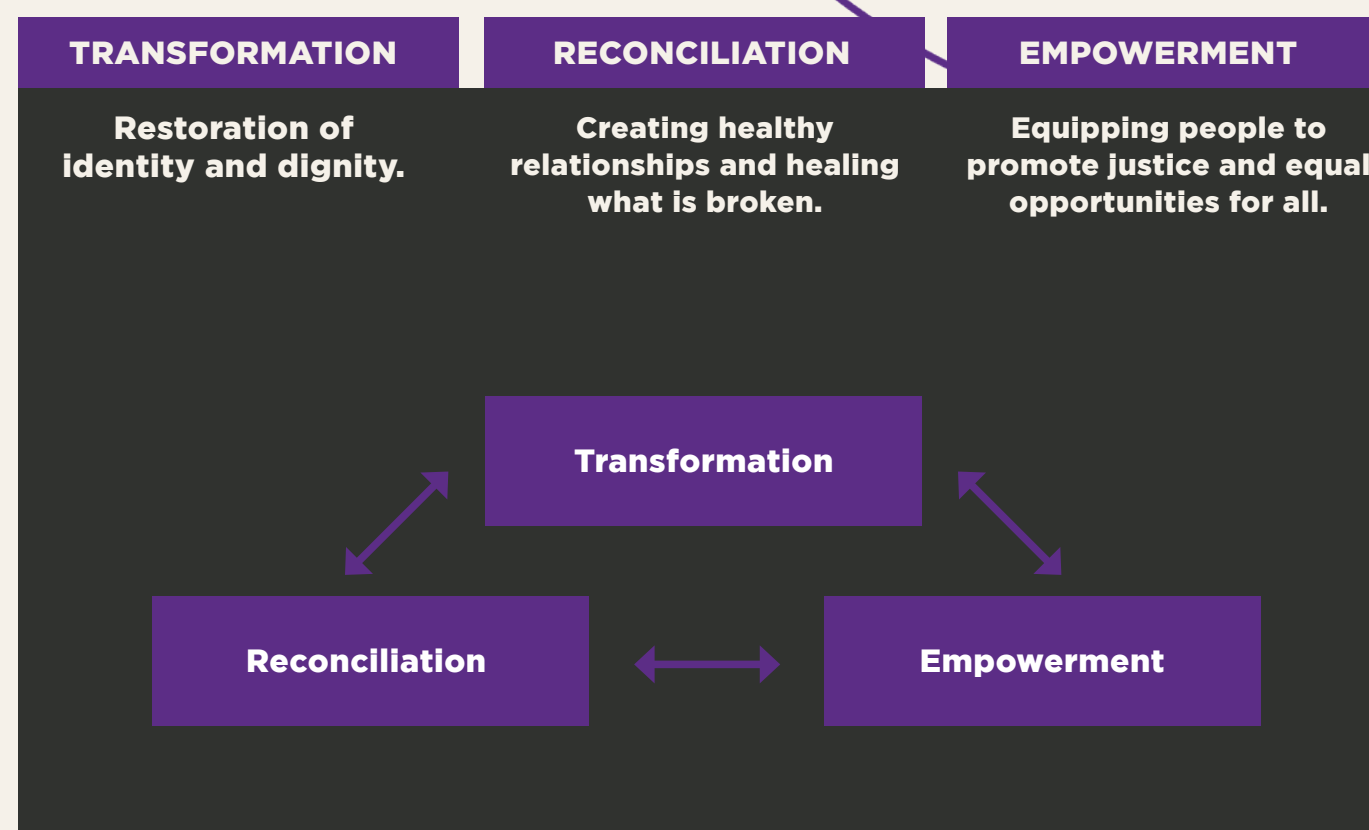
The overall objective of the CKU fund is to reduce poverty and promote human rights in order to improve the opportunities for people to develop the potential within themselves and in the wider community.

The purpose of the CKU fund is to support member organisations and their partners in the fostering of local development processes through an international diaconal programme.

To CKU, the word “diakonia” denotes the service of the Church for people in need, for justice, and for creation. Accordingly, CKU supports interventions, which, based on Christian values, promote justice, the strengthening of human dignity and living conditions, and the protection of creation. Transformation, reconciliation and empowerment are three key concepts for CKU. Reconciliation and empowerment are not add-ons to transformation, but rather the preconditions necessary for transformation to be possible. Likewise, transformation and reconciliation can lead to empowerment, and empowerment to reconciliation and transformation. The three key concepts are mutually connected in CKU’s perception of development.

Read more about diakonia and church-based development work on page 28-30.

CKU’S DIAKONIA-INSPIRED DEVELOPMENT TRIANGLE



More information about the CKU’s change triangle can be found at www.cku.dk



The Framework of

The CKU fund

CKU funding comes from Danida, the development cooperation programme of the Danish government. The framework for the CKU fund therefore reflects the Danish government's strategy for development cooperation and humanitarian action, "The World We Share". This means that applications are assessed according to a rights-based approach and that interventions should work towards achieving the UN Sustainable Development Goals.

CIVIL SOCIETY

- THE KEY TO DEVELOPMENT

A society can be described by the following categories:

- › **State** - the public sector.
- › **Market** - the private sector.
- › **Civil society** - civil society organisations, communities of shared interest etc.

Civil society is an umbrella term for popular groups and communities of interest in the society which reaches beyond the family. It includes, for example, faith-based organisations, trade unions, interest groups, cooperative movements, lobby groups, etc. The partners of CKU's member organisations come from many different groups in society and are particularly experienced in engaging leaders and volunteers in church-based and diaconal networks.

The development work focusses on developing civil society because civil society organisations play a vital role in countries characterised by social inequality, lack of resources and weak institutions. Civil society groups often work to ensure that marginalised groups are given a voice, and civil society organisations may monitor the fair distribution of resources.

A strong and independent civil society contributes to the promotion of democracy and is essential to long-term poverty reduction and achievement of the UN Sustainable Development Goals (SDGs). Churches and diaconal networks have a special mandate and network to ensure that no one is left behind, which is a basic principle within the SDB way of thought. Churches and faith-based organisations will typically continue to be active in the intervention area after the end of the project. This contributes to lasting change.

A strong civil society ensures, among other things:

- › **ordinary citizens can influence society towards justice.**
- › **all citizens have the opportunity to fight for their rights.**
- › **marginalised groups are heard and seen.**
- › **state and market are held accountable for their actions and priorities.**



CHURCHES AND CHRISTIAN ORGANISATIONS - PART OF CIVIL SOCIETY

Churches and Christian organisations are active parts of civil society. In a development context, the Christian community in churches and Christian organisations (in Denmark and internationally) is a special asset, which can ensure a good and sustainable civil society development.

In partnerships between churches and faith-based organisations there is co-operation beyond borders to take on a diaconal responsibility. This enables churches and faith-based organisations to become active and positive civil society actors, bringing lasting changes in their communities.

A long-standing and extensive knowledge of the partner country, its culture and traditions, its challenges and opportunities, are added values, which churches and Christian organisations can emphasise in their applications to CKU.

It is important to CKU that the special resources, which are characteristic to churches and faith-based organisations, are brought into play in the development interventions, to benefit poor and marginalised people regardless of their background.

POPULAR INVOLVEMENT

The member organisations of CKU are characterized by a large base of support in the churches of Denmark. Denmark's Strategy for Development Cooperation and Humanitarian Action stresses the importance of organising development cooperation in a way which ensures this popular support in Denmark. Accordingly, CKU emphasizes that development interventions be anchored as much as possible in the popular base of the Danish member organisations. This can be done in various ways, such as information activities and involvement of volunteers.



RIGHTS-BASED DEVELOPMENT

Human Rights are at the base of a rights-based approach to development work. Human rights include political and civil rights, such as freedom of speech, freedom of religion or belief, freedom of association etc., and economic, social and cultural rights, such as the right to education and health.

CKU considers a rights-based approach to be central in development work.

Development projects that build on a rights-based approach seek to change the structures and underlying causes of inequality and poverty. The work is based on the principle that all humans are created equal, and that all have the same right to development and equal opportunities.

Therefore, every human is considered a rights-holder. It is the duty of the government and authorities (the formal duty-bearers) to respect and protect the rights of the citizens, but informal duty-bearers, such as religious leaders and networks, also play a role.

There is a common obligation to promote development and justice among all people, as they all have the same fundamental and indispensable rights. A rights-based approach to development implies that development interventions do not simply aim at meeting the immediate needs of the target groups involved.

› **Participation:** Rights-holders are included and participate in decisions and processes, which influence their lives.

› **Accountability:** To promote responsible, inclusive, and transparent institutions and authorities.

› **Non-discrimination:** To fight against violations of human rights and the discrimination of vulnerable and marginalised groups.

› **Empowerment:** To promote the potential of marginalised groups to further their own development.

Read more at: www.cku.dk/en/knowledge-center/all-resources



STRATEGIC PRIORITIES OF THE CKU FUND

The CKU pooled fund supports diaconal development initiatives of churches and church-based organizations, where long-term partnerships address fundamental challenges through a broad, rights-based approach within all of the UN Sustainable Development Goals. This means that the CKU pooled fund continues to provide space for work in areas such as equality, health, freedom of religion or belief etc. However, CKU's organisational strategy, which was adopted in April 2023, points to the following three strategic priorities for the period 2023-27 to be prioritized through the CKU Pooled Fund. The strategic priorities will both be given focus through capacity building and learning initiatives, facilitated by CKU in the strategy period. Moreover, applications within the strategic priorities will be rewarded through assessment criteria 2.1 concerning adherence to guidelines and strategic priorities:

1

Protecting Creation

The climate and environmental crisis are well known by CKU's member organisations' South partners, who are increasingly experiencing periods of severe drought and flooding. Climate change is making it difficult for traditional agriculture and smallholder farmers and worsening food security and living conditions for people in the Global South. According to the United Nations High Commissioner for Refugees, more than 20 million people have to leave their homes every year because of the climate. In accordance with SDG 13, Denmark's current strategy for development cooperation, "The World We Share", has this global threat as one of two pillars. In support of this, CKU will strive to ensure that church actors are engaged even more in addressing the climate and environmental crisis. The CKU pooled fund will therefore prioritise projects that incorporate climate adaptation and mobilisation to protect creation.

2

Promoting Peace

The number of armed conflicts in the world has never been higher, and for many of the partners of CKU member organisations insecurity, tension, injustice and violent conflicts are commonplace. Oftentimes, religion and religious actors are perceived as the cause of a conflict – and in some instances rightly so. Therefore, church actors have a special responsibility to work constructively with conflicts, so that religion and religious actors also become part of the solutions. In accordance with SDG 16, the second pillar of Denmark's strategy for development cooperation is about "creating hope and helping more people better where it is hardest".

The CKU pooled fund will therefore prioritise projects that seek to support and develop the special capacity of churches and church actors to work for peace. This can for instance be done by addressing hostile attitudes through intra- and interreligious dialogue and addressing unjust structures through advocacy in alliance with other humanitarian or development actors where appropriate.

3

Protection and Participation of Children and Youth

In a world in crisis, the growing number of children and young people is particularly vulnerable, and they are at risk of not having their basic needs for care, protection and education met. At the same time, they are an enormous resource for the future: All 17 SDGs relate – directly or indirectly – to children and young people's prospects for being equipped with the framework, abilities and opportunities they need to build a better future for themselves, their families and communities. Meaningful involvement of young people is, as stated in Denmark's strategy, crucial to ensuring democracy, human rights and free civil society. Churches and church organizations have historically played a major role in caring for children, young people and broken families and it remains an important part of the diaconal task. In accordance with the rights-based approach of CKU, the CKU pooled fund will therefore support efforts to give children and young people better conditions, including working with broken families, ensuring the rights of children and young people and building resilience in crises.

THE DEVELOPMENT TRIANGLE

The civil society policy framework for the CKU fund emphasises that development projects should strike a balance between:

- › Services
- › Capacity building
- › Advocacy

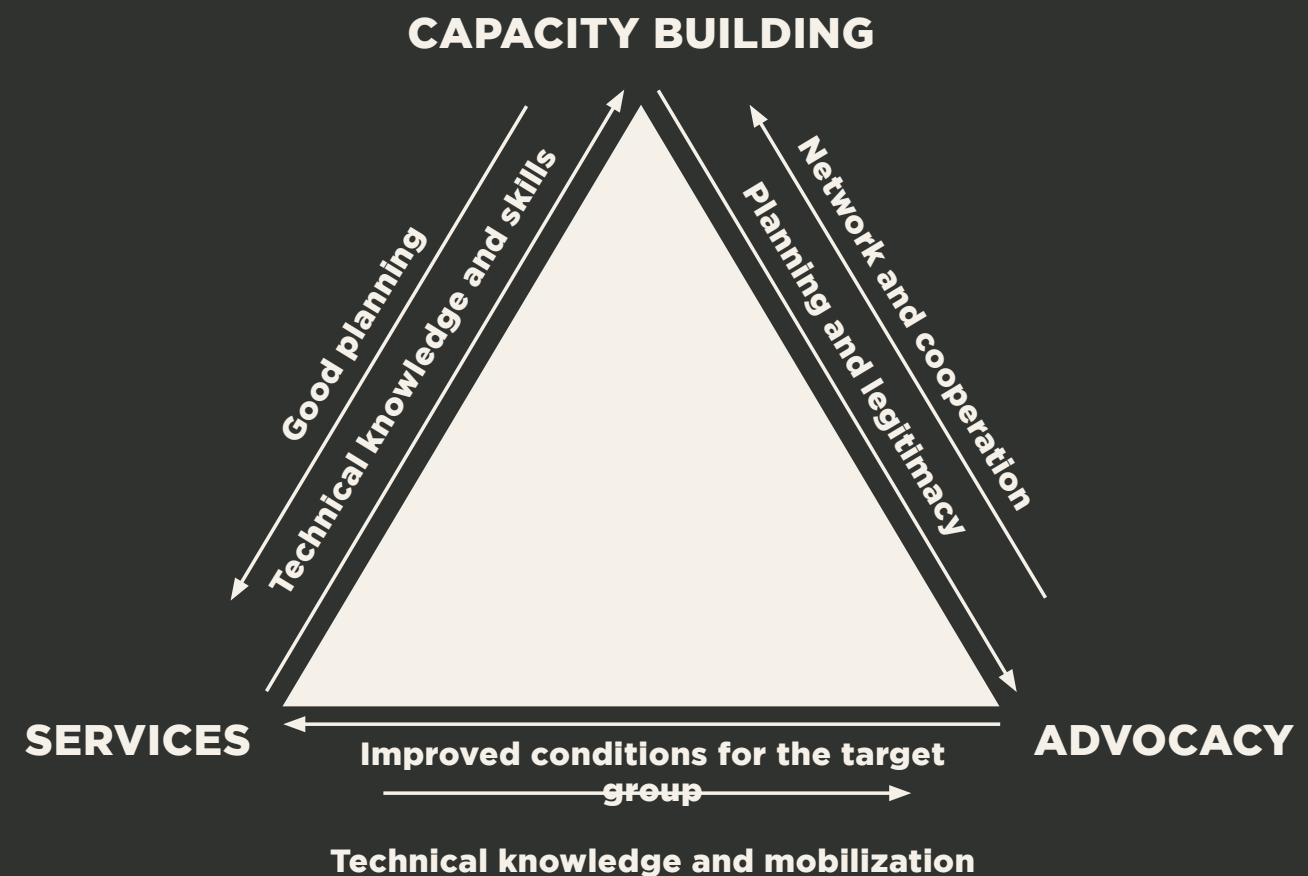
Services to poor populations (eg. building wells and schools) do not in themselves provide lasting and sustainable development. This has led to an increasing focus on developing local organisations and the capacity of the target group to engage in advocacy towards governments in order to promote specific rights.

Strategic services, capacity building and advocacy constitute the 'development triangle'. The model below illustrates how strategic services, capacity building and advocacy interact to influence the root causes of poverty and human rights violations.

Strategic services

Strategic services can be supported by the CKU fund, but only if of vital importance to strengthening civil society. Activities such as training the target group in agriculture and health, or mobilising the target group in savings groups, can be combined with capacity development of the local partner organisation or farmers' organisation.

For projects over DKK 500.000 services must be connected to initiating advocacy. The development triangle illustrates the connection between services and advocacy. Strategic services can contribute to strengthening technical knowledge, competences and evidence, such as the stories of the target group, which can be used in advocacy. Strategic services can also contribute to innovation, which later can be disseminated in the sector in question.





See CKU's strategy for capacity building here: www.cku.dk/en/knowledge-center/all-resources

See CKU's advocacy strategy here: www.cku.dk/en/knowledge-center/all-resources

Capacity building
Through capacity building, the partner organisation is developed and its capacity to implement projects is increased. Capacity building also gives increased insight and knowledge to analyse the situation and to see the greater picture and perspective in development work.

Often, churches and faith-based organisation have an extensive network. Capacity building can contribute to strengthening the technical capacity of such partners, their organisation, legitimacy, and sustainability in order to support their role as influential, representative, and responsible civil society organisations.

Capacity building equips and empowers civil society organisations to becoming catalysts for the obtaining of rights for poor and marginalised target groups. Thus, capacity development is at the base of effective advocacy.

Capacity development can, for example, be training of staff or volunteer leaders and other resource persons, in, for example, administration, documentation, mobilisation, rights-based methods, or the strengthening of the partner's board, revenue base and popular anchoring.

Advocacy
Advocacy is an organised process with the aim of influencing formal and informal rulers or authorities, for example authorities or religious leaders, to change their policies, practices or behaviour in order to benefit poor and marginalised groups.

Advocacy interventions help the people groups in question to know their rights and to work towards getting their rights met. Advocacy targets decision makers or the public in order to influence them to ensure lasting improvements for a

considerable amount of people. Advocacy can be aimed at local authorities, politicians, local communities or a private company.

It can also be directed at national or international forums. Churches and faith-based organisation often have great credibility in these contexts, as well as a wide network, which can be brought into play.

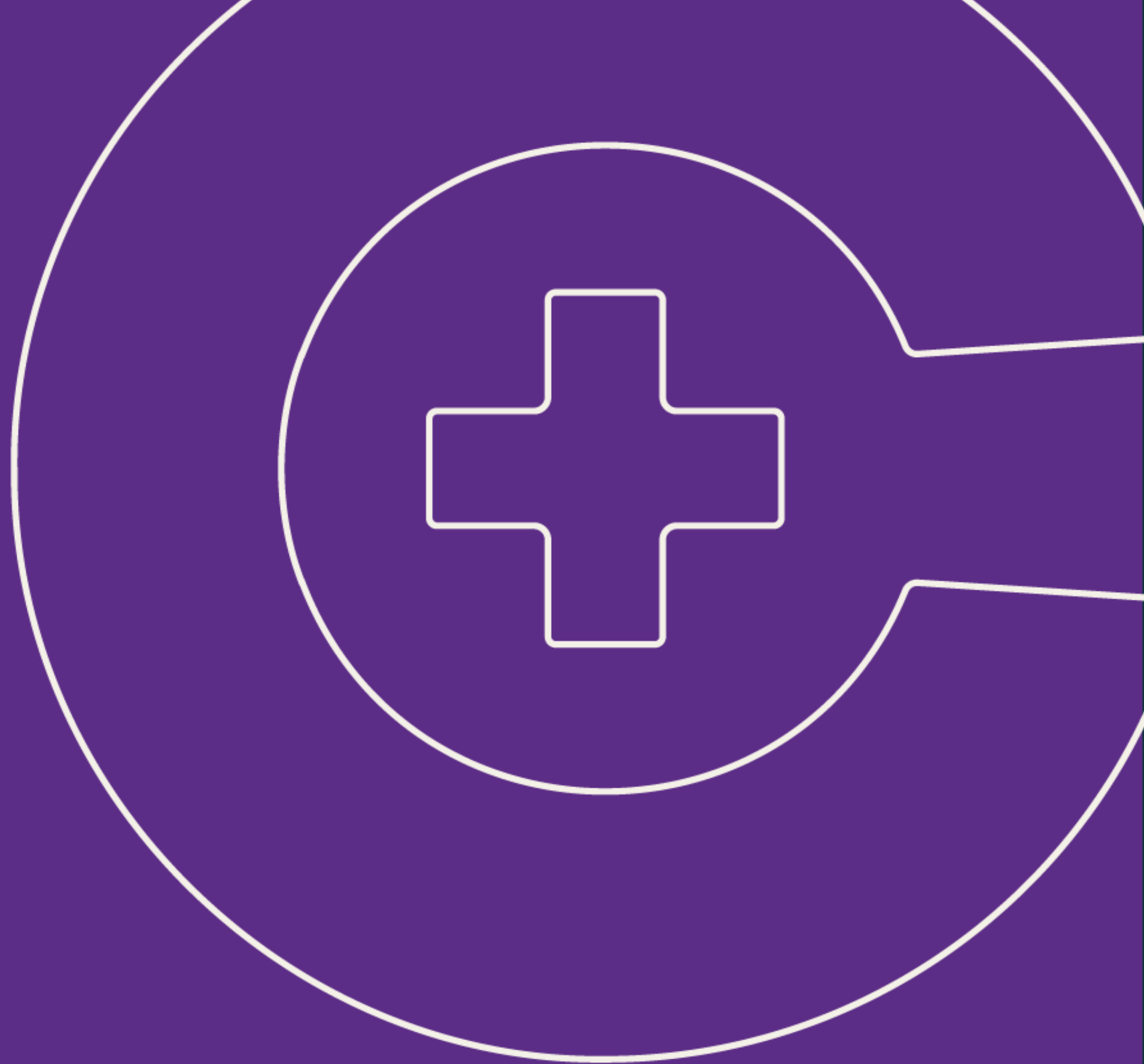
The strategy for advocacy must be adjusted to the context. Applications for support in fragile situations will therefore be assessed in a more flexible way.

Amongst other things, advocacy can be dialogue with authorities, or training or involvement of authorities. Advocacy can also be mobilization of the local population, or networking with like-minded organisations and actors.



Formal requirements for support

The overall requirement for the support of CKU
is that the project or action falls within the
framework described above.



THE CKU MEMBER ORGANISATION

For the ordinary CKU fund, the applicant Danish organisation must be a member of CKU. To become a member, the organisation must subscribe to the CKU purpose and values and must be admitted by the CKU general assembly.

The organisation must have strong and consistent popular support in Denmark. CKU emphasizes that development interventions are anchored as much as possible in the popular base of the Danish member organisations (See page 6). The member organisations must also have statutes, and their accounts must be subjected to audit. The applicant organisation must take full responsibility for applications and grants from the CKU fund.

THE PARTNERS

To get support from the CKU fund:

- › The partners must have had an active partnership for at least two years. However, smaller interventions, such as partnership activities and feasibility studies are excepted from this rule, as are special strategic focus areas and innovative interventions.
- › All applications must be submitted by and developed in cooperation with the Danish member organisation. The local partner cannot apply to CKU.
- › The implementing partner must have the necessary capacity to implement and monitor the intervention.

THE RECIPIENT COUNTRY

Support from CKU can be assigned to development projects in countries on OECD's Development Aid Committee's (DAC's) list of developing countries, including lower and upper middle-income countries.

You can find the DAC's list here: [DAC list](#)

The interventions must be aimed at the reduction of poverty and target marginalised groups, e.g. in pockets of poverty. The general rule, in the assessment of applications, is that the wealthier the recipient country, the more emphasis must be placed on benefitting very poor target groups. And further that the intervention has a catalysing effect, so in the future, the relevant authorities will be able to sustain the intervention in the long term.

OVERVIEW

- WHAT CAN BE FINANCED?

The CKU fund supports:

- › Cost of activities and local salaries in connection with the project.
- › Investments that are necessary to implement the project.
- › Implementing partners' administrative costs related to the project.
- › Audit.
- › Project monitoring trip.
- › Co-funding of projects which have commitments from other donors - the overall budget and financing plans must be approved.

The CKU fund does not support:

- › Creating parallel structures.
- › Isolated equipment supplies, vehicles, buildings and purchase of land.
- › Operating expenses - however, some support can be given for start-up costs for new activities in a project. These costs must be reduced during the project period.
- › Identification of international partners
- › Interventions whose full or partial goal is to evangelise or spread a message related to party politics.
- › Projects involving only church members.
- › Emergency relief.

More information about the CKU fund on: www.cku.dk



Types of Support

Generally speaking, the CKU fund offers support in four areas:

- › **Projects**
- › **Activities**
- › **Secondment of personnel**
- › **Supportive activities**



PROJECTS

Amount: Up to DKK 1,000,000.

for example in relation to health, education, children's and women's rights.

ACTIVITIES

Amount: DKK 50,000-100,000.

may include networking, feasibility studies, capacity building or activities that strengthen the partnership.

SECONDMENT OF PERSONNEL

Amount: Up to DKK 750,000.

support for a short-term consultant or advisor.

SUPPORTIVE ACTIVITIES

CKU member organisations have the opportunity to take part in international learning projects, implemented by CKU. These are not included in the regular application procedures.

PROJECTS

In the following, the various types of projects in the ordinary CKU fund is described. CKU expects the member organisation to contribute to the strengthening of the partner's professional and administrative capacity in the course of the project period through monitoring and close dialogue between the partners. The professional and administrative monitoring may also be undertaken by CKU on behalf of the member organisation.

Please note that the amounts mentioned are maximum limits. You can apply for smaller amounts, for example DKK 200,000 for a project. This can be a good idea for less experienced organisations and partnerships, or for interventions targeting issues that are new to you, as the requirements for smaller projects are fewer. For applications below DKK 200,000 there are no specific deadlines, while the larger projects have semi-annual deadlines.

You also need to give attention to the length of the project period. Shorter interventions with a high budget can be difficult to handle, so you should always consider whether the time frame is long enough to achieve the desired results and ensure the project's sustainability.

CKU can be consulted for additional advice in relation to concrete project ideas from member organisations.

Further guidance at:
www.cku.dk/en/project-support

Application forms are available on:
www.cku.dk/en/project-support/cku-fund/application-formats

MAJOR PROJECTS - up to DKK 1.000,000

- › The aim is to improve the living conditions of poor target groups. A maximum of DKK 1,000,000 can be applied for. However, the total project budget can be bigger, as it is possible to include other external or own financial contributions. There are no limitations on the size of the own contribution.
- › The implementation period is typically between one and a half and three years, depending on budget size and objectives. Larger projects will require some project management experience.
- › The project should contain both capacity building and advocacy. The diaconal mandate, experience, and network of the local partner should be put into play, when relevant. Strategic services can be incorporated, but the application must clearly describe the relationship between services, capacity building and advocacy, and how these elements combined contribute to the desired change.
- › As a rule, the project description and application should be formulated by the local partner, who has identified the problem, and who must be the driving force in the implementation of the project.
- › The application should consider how the project will help strengthen the partnership. It should also describe what value the partnership brings to the project. If relevant, it should be described what role the diaconal identity of the local partner is playing. Larger projects are expected to develop strong partnerships which focus on organisational development, increased legitimacy and sustainability with the partner.

Phased projects

The CKU fund can support long-term interventions, eg. two project periods of three years. This requires a clear strategy for what will be achieved in phase 1 and phase 2 respectively, as well as clear targets and indicators for each phase.

A phase 2 application is expected to demonstrate progress in relation to phase 1 and to build on lessons learnt. A phase 2 will not automatically be granted.

If a second or third A-project is applied for, an external evaluation of the earlier phase must be at hand.

CO-FUNDING

It is possible to apply for an advance commitment to co- financing for larger applications for other institutional donors that demand a degree of self-funding (e.g. the EU).

The purpose is to support the partners in expanding their funding base.

The co-financing may amount to a maximum of 25 % of the combined budget of the project or programme (however maximum DKK 1,000,000, but minimum DKK 500,000).

Only one application per calendar year can be granted.

You can only apply for co-funding if the purpose of the project falls within the purpose of the CKU Pooled Fund.



SMALLER PROJECTS

- up to DKK 500,000

Small development projects

- › The aim must, as in major projects, be improving the living conditions of poor target groups.
- › Member organisations and/or local partners with less experience in development efforts are obvious candidates as the requirements in terms of project elements such as advocacy will be smaller. The assessment criteria are more flexible, and more room will be given to gathering experience.

Pilot projects

- › The purpose of pilot projects is to test new methods that can upgrade the existing development work.
- › Must involve dialogue with external stakeholders on the method and the sustainability and dissemination of the method.
- › Stricter requirements as regards documentation of lessons learnt; fewer requirements as regards the size of the target group.
- › The Danish member organisation is expected to be directly involved in the collection of lessons learnt, and it is possible for the application to include a small amount to cover the member organisation's expenses. It is expected that both the member organisation and the implementing partner have some experience as a basis for conducting pilot projects.

Organisational development

- › The purpose is to develop and strengthen the partner's capacity, so the organisation can implement competent and effective quality development interventions, to the benefit of marginalised target groups.
- › For example, support can be given to work with processes of strategy, management development and structures, institutional sustainability, networking, the integration of a rights-based approach in the organisation, learning processes with a clear aim, etc. Activities for such purposes can be a combination of different training components, workshops for the sharing of experiences, learning visits locally or abroad, etc.
- › Smaller projects can also be used to support a work program, connected to seconded personnel, whose task it is to develop the capacity of one or more partners.

Smaller projects includes minor development projects, pilot projects or initiatives that strengthen the partner's organisational development. The intervention period will typically be between one and three years depending on the size of the budget and the aim of the project.



SPECIAL ACTIVITIES

PARTNERSHIP ACTIVITIES - up to DKK 100,000

- › The aim is to promote strong partnerships, mutual understanding and shared visions.
- › CKU can support developing, formalizing or renewal of partnership agreements between Danish member organisations and their international partners, including partnership consultations, which may involve mutual visits.
- › The support cannot be used for regular partnership visit, such as many member organisations do regularly.
- › Requires an own contribution from the member organisation of at least 10 per cent of the allocated grant.

Before applying, read CKU's Partnership Policy on: www.cku.dk/en/knowledge-center/all-resources

FEASIBILITY STUDIES - up to DKK 100,000

- › The aim is to support the development of project ideas in cooperation with the partner. To get support the partners must have an idea for a potential project, and a concept note and budget for the feasibility study must be provided.
- › CKU does not offer support for the identification of new partners. Nor is support given for the writing of an application.
- › This modality can also be used for clarifying important elements in the last phase of project preparation. For example, technical assistance in deciding on a method for a project.



CAPACITY BUILDING AND NETWORKING - up to DKK 75,000

- › The aim is to build the professional, organisational and administrative capacity of the project-implementing organisation, including professional skills within the sectors, in which the partner organisation is involved.
- › The support can cover reimbursement for courses held in partner countries in the region and in special cases in Denmark. It is also possible to apply for the partner organisation's participation in relevant national, regional and international networks, conferences, seminars and workshops, and exchange visits to other churches or organisations in the South, as well as study visits.
- › It is possible to include support for the organizing of events, if two or more international partners of CKU's member organisations are involved.
- › It is possible to apply for support for the development and establishment of monitoring and evaluation systems locally.
- › In certain cases, a staff member or volunteer from the Danish organisation can also take part in the activity, if this is relevant for advocacy in the North.

Before applying, read CKU's Capacity Building Policy on: www.cku.dk/en/knowledge-center/all-resources

SECONDMENT OF PERSONNEL

SECONDMENT OF DEVELOPMENT WORKERS - up to DKK 750,000

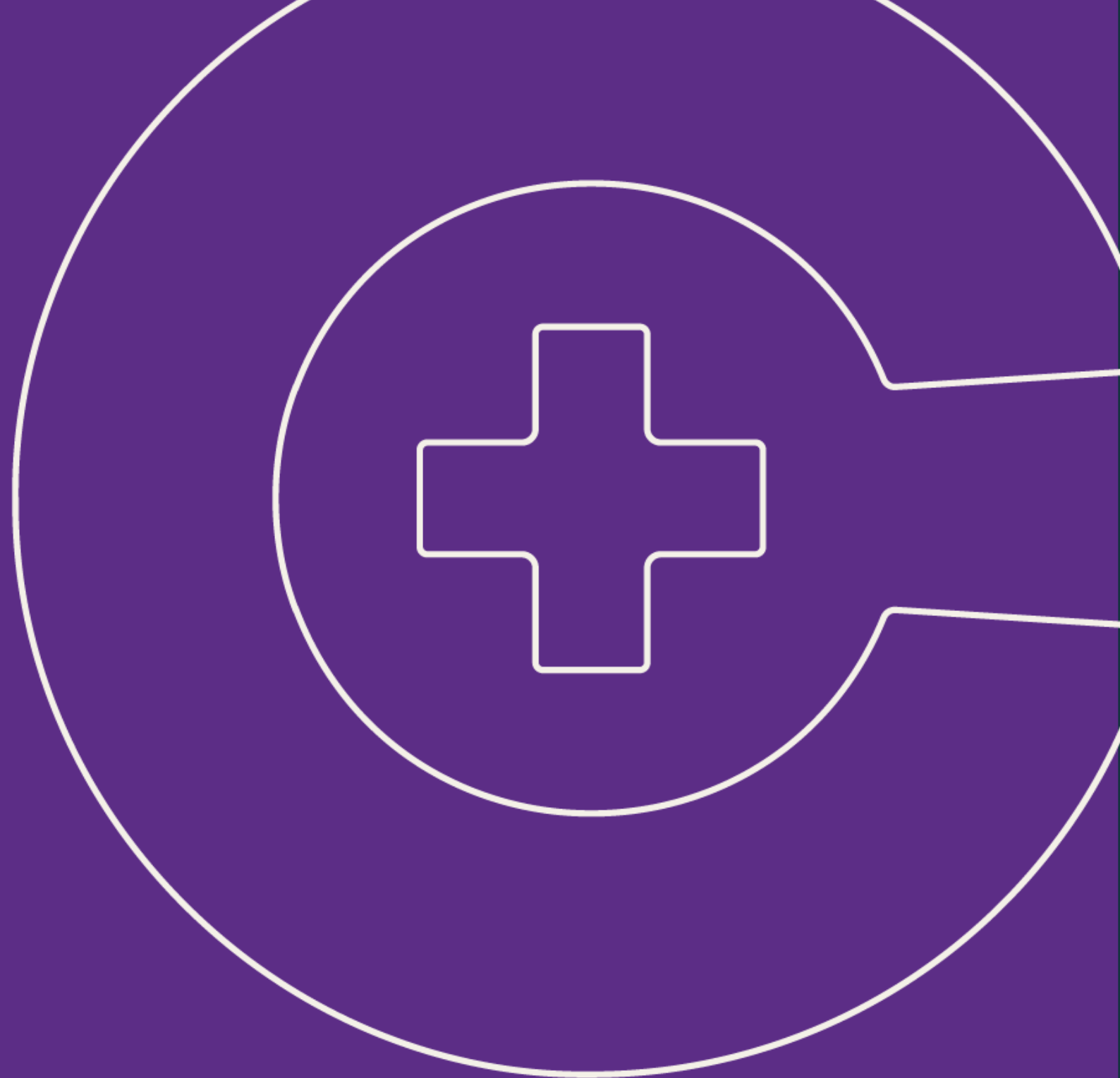
- › The aim is to promote local capacity and advocacy through the exchange of knowledge and experience. Development workers will typically have an advisory role and should be associated with a local colleague, whose capacity can be built. The secondment cannot replace a position that could be filled locally.
- › A two-year secondment period (plus any period of preparation) can be supported with up to DKK 750,000. For a one-year period the support can be DKK 400,000. If good reasons are presented, an extension may be supported.
- › The support requires an own contribution from the member organisation of at least 10 percent of the allocated grant.

*For more information (in Danish) see:
www.cku.dk/projektstoette/cku-puljen/vejledning-cku-puljen*

SECONDMENT OF SHORT-TERM CONSULTANTS AND ADVISORS - up to DKK 200,000

- › The aim is to develop the capacity the local partner organisation, in order to strengthen its role as a change agent and advocate.
- › The secondment period can be a maximum of six months, which can be divided into several shorter periods in the course of a two-year period.
- › Requires a clearly expressed need for consultancy support from the local partner organisation. Purpose and the course of the consultancy must be planned in close cooperation between partners to ensure local ownership and fruitful cooperation.
- › If the consultant is a non-national, the application must present a good argument that the position cannot be filled locally.





CKU criteria for

Assessment of applications

The following section describes the criteria that Assessment Consultants and the Assessment Committee takes into consideration when assessing and approving applications for the CKU Pooled Fund

ASSESSMENT CRITERIA AND PRINCIPLES

All applications are subjected to a combined assessment according to the following criteria:

1. Partnership and Capacity
2. Relevance and goals
3. Target groups and stakeholders
4. The intervention
5. Sustainability

The assessment criteria are further elaborated on the following pages. A project application will be given points (on a scale from 1-5) for each of the subcriteria. Applications are assessed according to two important principles: An overall assessment allows for stronger subcriteria to compensate for weaker sub-criteria. Furthermore, the bigger the size of the budget, the higher the expectations to the fulfilment of the criteria. Likewise, more experienced organisations will be met with higher expectations than less experienced and smaller organisations.

Interventions promoting Freedom of Religion or Belief

As mentioned earlier, as of 2020 CKU has an open window for support for interventions promoting Freedom of Religion or Belief (FoRB). This window is open also to Danish civil society organisations which are not members of CKU, and it has a separate set of assessment criteria. For CKU member

Support can be sought for both long-term and urgent interventions. The long-term interventions can, for example, consist of dialogue, diapraxis, education, activities directed at attitude change,

and national and international advocacy, while urgent interventions must address ongoing or particular threatening violations of Free- dom of Religion or Belief. In these cases, support can be sought for legal assistance and national and international advocacy.

The assessment criteria for the FoRB window can be found as an annex to the regular criteria in these guidelines. You can read more about FoRB and the FoRB window in the guidelines for this window on the CKU website. CKU is ready to give advice and guidance, if you are in doubt whether a project is FoRB or not.

Interventions in fragile contexts

For applications for support for interventions in fragile contexts, CKU can exercise more flexibility in relation to some of the criteria. For example, the balance between strategic services, capacity building and advocacy could be different, acknowledging that in fragile situations more services might be needed. Likewise, public advocacy can potentially entail high risk, and it can be necessary to reduce this component. In other situations, where the space for churches and church-based organisations is limited, the diaconal approach can be adapted.

THE ASSESSMENT CRITERIA FOR A-PROJECTS (ABOVE 500.000 DKK)

1. Partnership and Capacity

1.1 The project is relevant to the member organization's overall purpose, as well as to their other work.

1.2 The member organization has relevant experience and the capacity to manage the project. (Projects administered by CKU will not be judged on this criteria).

1.3 The partner has relevant experience and the capacity to implement the project.

1.4 The scope of the project aligns with the common partnership history.

2. Relevance and goals

2.1 The project goals and approach align with the CKU pooled fund overall objectives and guidelines, as well as CKUs strategic priorities.

2.2 The project appears relevant to the local context and the applicant demonstrates insight into the context, the role of religion and religious actors (if relevant), as well as the specific problems addressed in the application.

3. Target groups and stakeholders

3.1 The target groups' and other stakeholders' composition, size, and selection (according to e.g., age, gender, religion, social or other affiliation) appear relevant to the project.

3.2 The target groups have been involved in project preparation and have been able to influence the content of the project.

3.3 The partner demonstrates holding legitimacy in regards to the target groups.

4. The intervention

4.1 If the project has several phases:

4.2 The project builds on documented results and learnings from external evaluations of previous phases, and demonstrates progress on objectives, strategic approaches, and target groups. The results framework of the project appears logical; outcomes, outputs and indicators are described clearly and are measurable.

4.3 There is coherence between the project objectives, target groups and strategy, and there is a good balance between strategic services, capacity building and advocacy.

4.4 The risk analysis takes into consideration circumstances which could compromise the achievability of the project objectives and includes relevant adaptation strategies.

4.5 The partners and their strategic partners roles and responsibilities, professional contribution, and organizational structure are described and appear relevant.

4.6 There is a relevant plan and approach to monitoring and harvesting results and learning.

4.7 The budget size is proportional to the expected results, scope of activities, and the size of the target groups.

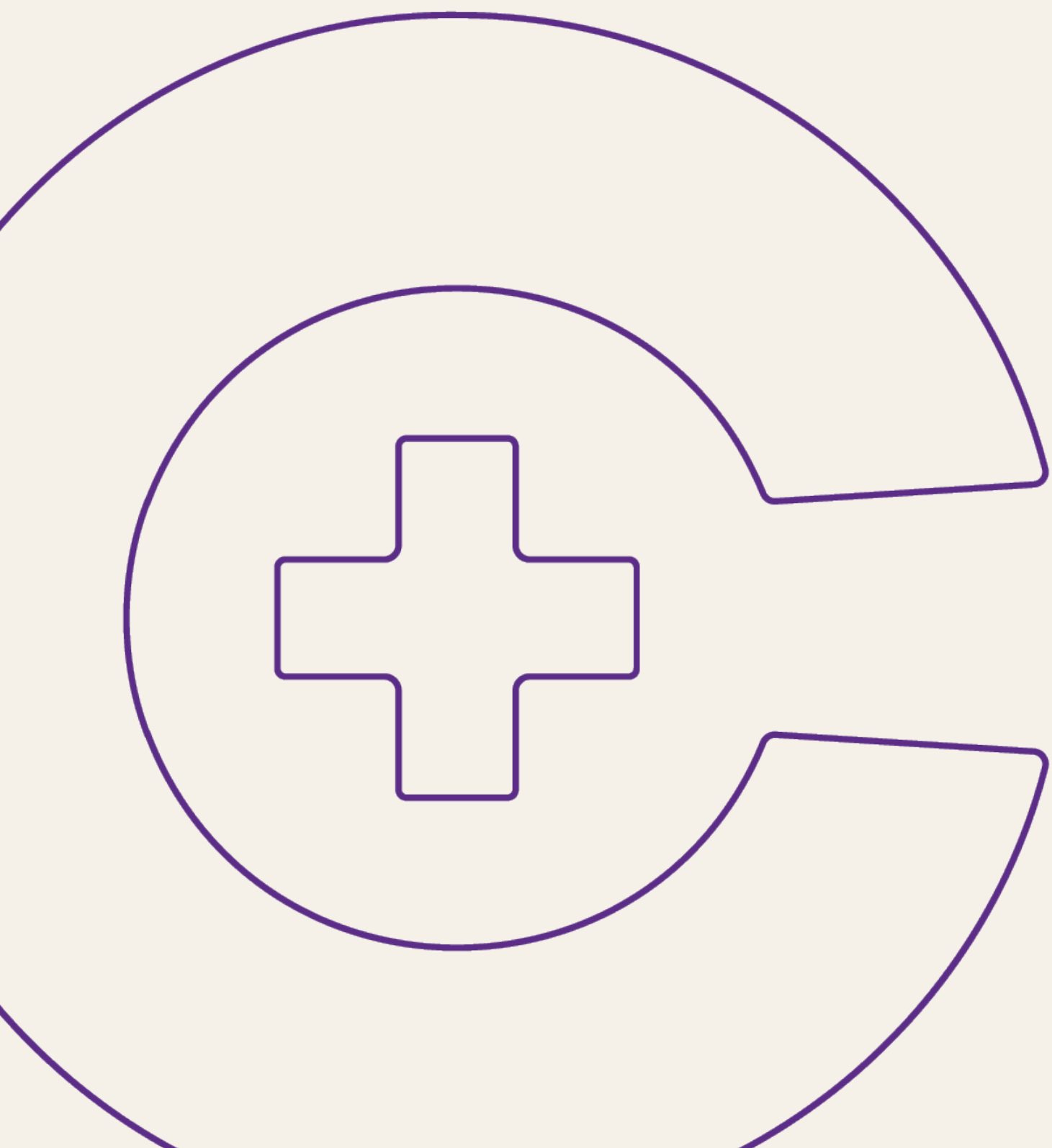
4.8 The allocation of expenses related to administration, travel and salaries appears reasonable.

5. Sustainability

5.1 It is likely that partners and target groups are not left in an undesirable dependency after the project has ended but are able to maintain (and possibly expand) the results achieved.

5.2 It is likely that the project will contribute to creating lasting improvements of the target groups' livelihoods and rights.





THE ASSESSMENT CRITERIA FOR B-PROJECTS (BELOW 500.000 DKK)

1. Partnership and Capacity

1.1 The project is relevant to the member organization's overall purpose, as well as to their other work.

1.2 The member organization has relevant experience and the capacity to manage the project. (Projects administered by CKU will not be assessed on this criteria).

1.3 The partner has relevant experience and the capacity to implement the project.

1.4 The scope of the project aligns with the common partnership history.

2. Relevance and goals

2.1 The project goals align with the CKU pooled fund's overall objectives and guidelines.

2.2 The project is relevant to the local context, as well as to the specific problems addressed in the application. .

3. Target groups and stakeholders

3.1 The target groups' size and selection (according to e.g., age, gender, religion, social or other affiliation) appears relevant to the project.

4. The intervention

4.1 If the project has several phases: The project builds on results and learnings from previous phases.

4.2 There is a logical connection between the project objectives, the expected results, and specific activities.

4.3 There is coherence between the project objectives, target groups and strategy.

4.4 The partners and their strategic partners roles and responsibilities, professional contribution, and organizational structure are described and appear relevant.

4.5 There is a relevant plan and approach to monitoring and harvesting results and learning.

4.6 The budget size is proportional to the expected results, scope of activities, and the size of the target groups.

4.7 The allocation of expenses related to administration, travel and salaries appears reasonable.

5. Sustainability

5.1 It is likely that partners and target groups are not left in an undesirable dependency after the project has ended but are able to maintain (and possibly expand) the results achieved.



Separate Assessment Criteria

The FoRB Window

There are special application forms for each of the different types of support, and they must be used accordingly. All application forms are available on:
www.cku.dk/en/project-support/cku-fund/application-formats

THE ASSESSMENT CRITERIA FOR TA-PROJECTS (ABOVE 500.000 DKK)

1. Partnership and Capacity

1.1 Partnership and Capacity The project is relevant to the Danish organization's overall purpose, as well as to their other work.

1.2 The Danish organization has relevant experience and the capacity to manage the project and to work with freedom of religion or belief. (Projects administered by CKU will not be assessed on this criteria).

1.3 The partner has relevant experience, capacity, and legitimacy to implement the project and work with freedom of religion or belief.

1.4 The scope of the project aligns with the common partnership history.

2. Relevance and goals

2.1 The project goals and approach align with the open FoRB window's overall objective and the MFA's strategy and priorities for freedom of religion or belief.

2.2 The project is relevant to the local context and the applicant demonstrates insight into the context as well as particular issues connected to current or potential violations of freedom of religion or belief.

3. Target groups and stakeholders

3.1 The target groups' and other stakeholders' composition, size, and selection (according to e.g., age, gender, religion/

belief, social or other affiliation) appear relevant to the project.

3.2 The target groups have been involved in project preparation and has been able to influence the content of the project.

3.3 The partner demonstrates holding legitimacy in regards to the target groups.

4. The intervention

4.1 If the project has several phases: The project builds on documented results and learnings from external evaluations of previous phases, and demonstrates progress on objectives, strategic approaches, and target groups.

4.2 The results framework of the project appears logical; outcomes, outputs and indicators are described clearly and are measurable.

4.3 There is coherence between the project objectives, target groups and strategy, and there is a good balance between strategic services, capacity building and advocacy.

4.4 The risk analysis takes into consideration circumstances which could compromise the achievability of the project objectives and includes relevant adaptation strategies.

4.5 The partners and their strategic partners roles and responsibilities, professional contribution, and organizational structure are described and appear relevant.

4.6 There is a relevant plan and approach to monitoring and harvesting results and learning.

4.7 The budget size is proportional to the expected results, scope of activities, and the size of the target groups.

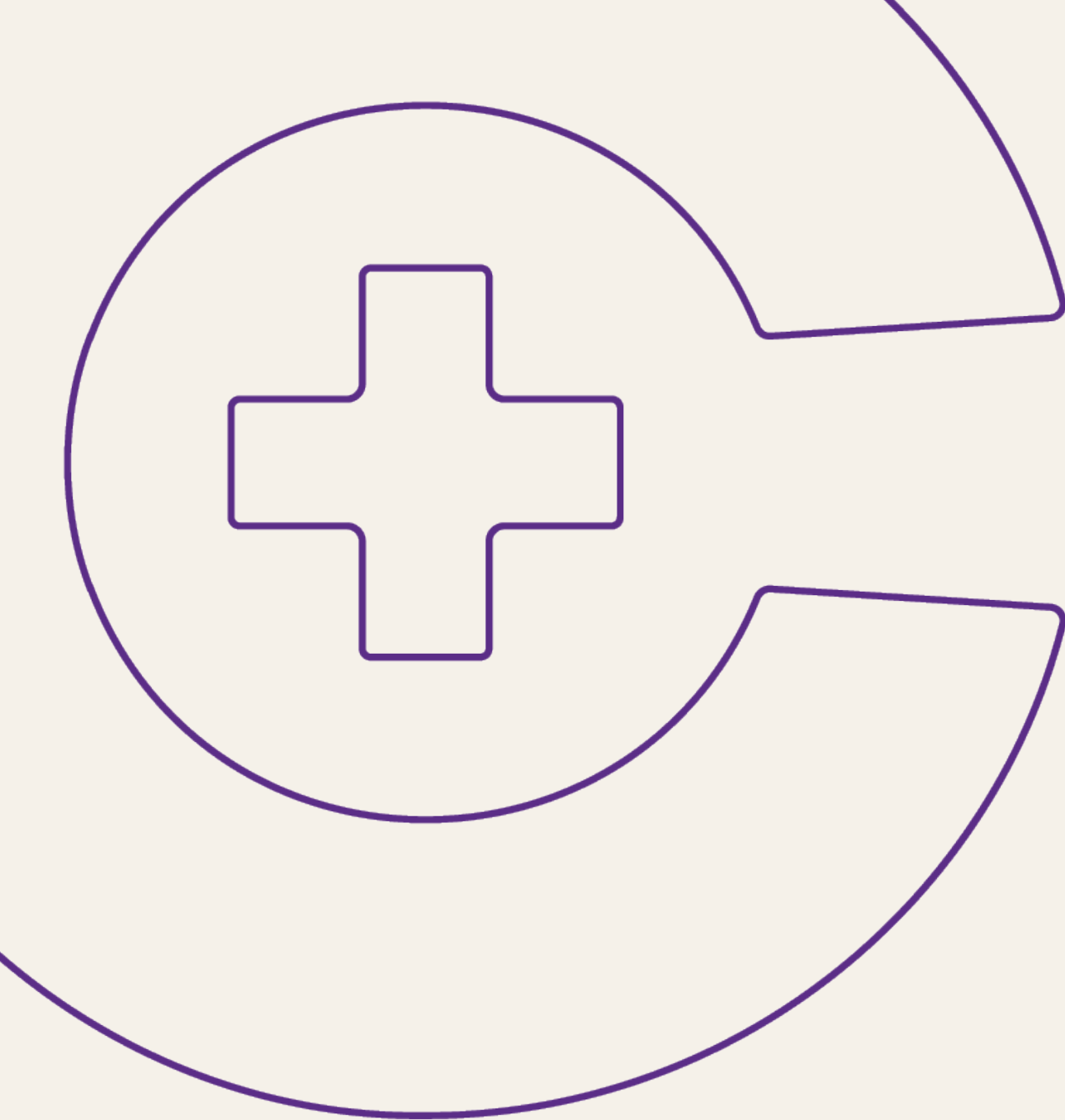
4.8 The allocation of expenses related to administration, travel and salaries appears reasonable.

5. Sustainability

5.1 It is likely that partners and target groups are not left in an undesirable dependency after the project has ended but are able to maintain (and possibly expand) the results achieved.

5.2 It is likely that the project will contribute to creating lasting improvements of the target groups' right to freedom of religion and belief.





THE ASSESSMENT CRITERIA FOR TB-PROJECTS (BELOW 500.000 DKK)

1. Partnership and Capacity

1.1 The project is relevant to the Danish organization's overall purpose, as well as to their other work.

1.2 The Danish organization has relevant experience and the capacity to manage the project and to work with freedom of religion or belief. (Projects administered by CKU will not be assessed on this criteria).

1.3 The partner has relevant experience, capacity, and legitimacy to conduct the project and work with freedom of religion or belief.

1.4 The scope of the project aligns with the common partnership history.

2. Relevance and goals

2.1 The project goals align with the open FoRB window's overall objectives and the MFA's strategy and priorities for freedom of religion or belief.

2.2 The project is relevant to the local context and the applicant demonstrates insight into the context as well as particular issues connected to current or potential violations of freedom of religion or belief.

3. Target groups and stakeholders

3.1 The target groups' size and selection (according to e.g., age, gender, religion/belief, social or other affiliation) appear relevant to the project.

4. The intervention

4.1 If the project has several phases: The project builds on results and learnings from previous phases.

4.2 There is a logical connection between the project objectives, the expected results, and specific activities.

4.3 There is coherence between the project objectives, target groups and strategy.

4.4 The partners and their strategic partners roles and responsibilities, professional contribution, and organizational structure are described and appear relevant.

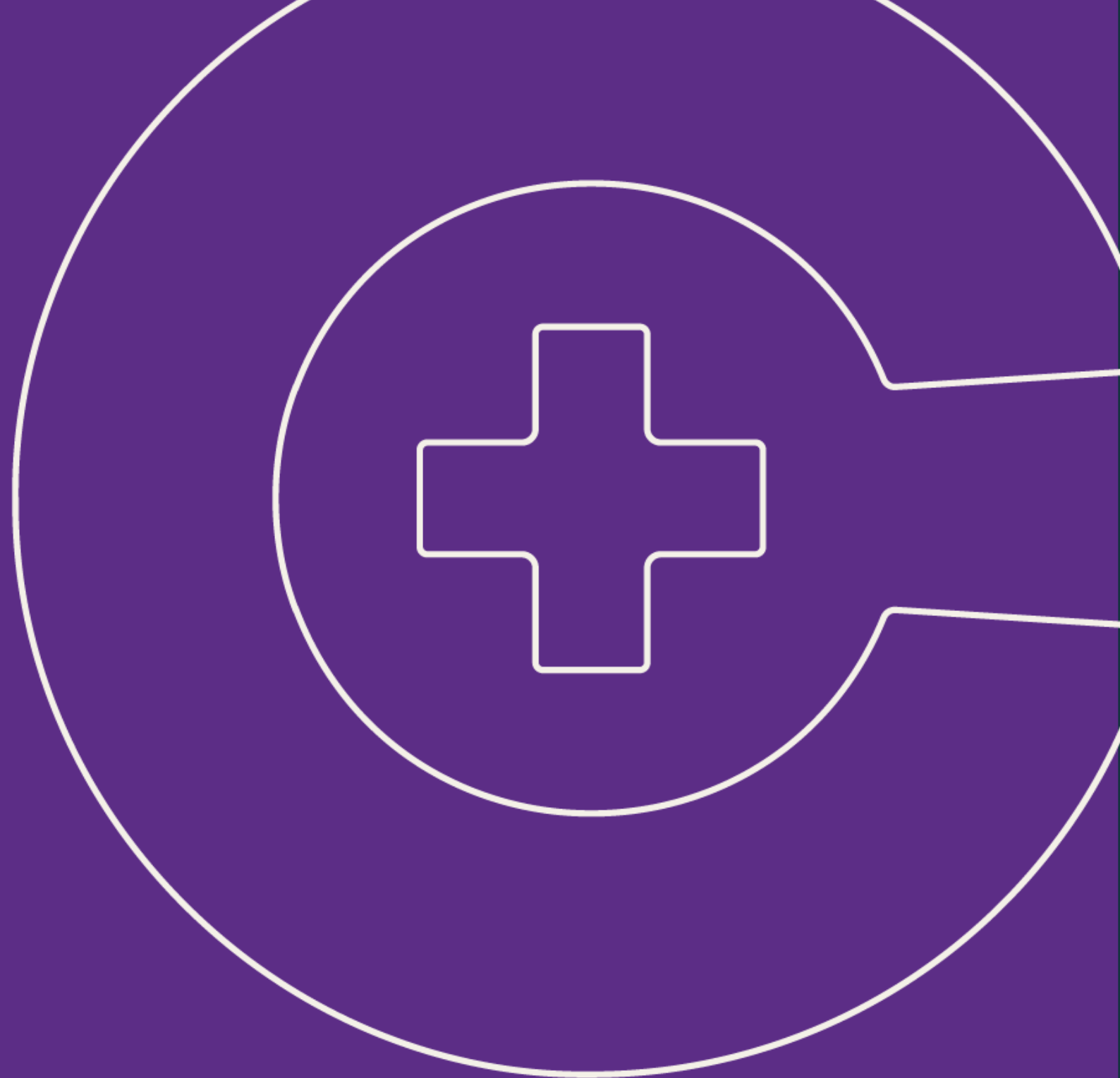
4.5 There is a relevant plan and approach to monitoring and harvesting results and learning.

4.6 The budget size is proportional to the expected results, scope of activities, and the size of the target groups.

4.7 The allocation of expenses related to administration, travel and salaries appears reasonable.

5. Sustainability

5.1 It is likely that partners and target groups are not left in an undesirable dependency after the project has ended but are able to maintain (and possibly expand) the results achieved.



Applications for **The CKU fund**

There are special application forms for each of the different types of support, and they must be used accordingly. All application forms are available on:
www.cku.dk/en/project-support/cku-fund/application-formats

HOW TO APPLY

Along with the application forms is a guide on how applications should be completed and a budget guideline.

All applications must be submitted by e-mail.

There are no specific deadlines for applications for activities and personnel below DKK 200,000. For applications exceeding 200,000 there are 2 annual deadlines.

GRANTING PROCEDURES

CKU's secretariat receives the applications and performs an administrative screening, to check that the formal requirements are fulfilled. The applicant receives a project number and an expected processing time.

Applications below DKK 200,000 are assessed by a CKU project consultant, who will make a recommendation to assessment committee (one of the members), who decides on approval or rejection. If there is disagreement concerning the decision, the chairperson of the Assessment Committee has the deciding vote.

Applications above DKK 200,000 are assessed by an external assessment consultant who prepares an assessment to the Assessment Committee. The assessment is discussed with a member of the Assessment Committee before it is presented for discussion and final decision at an Assessment Committee meeting. The assessment of the application is based on the criteria mentioned on the previous pages – and the requirements are graded in relation to both size and type of intervention. 1-5 points are given for each subcriteria. The Assessment Committee decides the final scores and depending on how much funding is available, the highest scoring projects are granted.

Applications for co-financing with other institutional donors are exempted from scoring but will be given priority if they are assessed to be approved.

THE ASSESSMENT COMMITTEE

CKUs Assessment Committee has a minimum of 6 members, appointed by the CKU board following recommendation by the secretariat:

- › Two members with experience from the CKU board.
- › Four external members recruited through advertisements.

When appointing it must be documented that all committee members have a basic understanding and preferably experience with the core areas of the CKU Pooled Fund which are church-based development cooperation (diaconia) and Freedom of Religion or Belief. Together, the committee must have a broad experience with relevant themes in development. Furthermore, at least two members must together have solid knowledge in Freedom of Religion or Belief and experience with a rights based approach to promoting Freedom of Religion or Belief.

The Assessment Committee will give one of the following answers:

- › Approved and Granted.
- › Approved and Granted with conditions.
- › Approved, but not granted due to lack of funds.
- › Not approved.

All type of answers can contain good advice.

The Assessment Committee informs CKU secretariat of the decision, and CKU informs the Danish organisation. Upon approval, the partners receive a confirmation mail along with a signed contract indicating the approved amount, the project period, the budget, and the conditions of the grant.



ADDITIONAL FUNDING OPPORTUNITIES FROM CKU

OTHER FINANCIAL SUPPORT

In addition to the CKU fund, member organisations may seek support through the following alternative funds that CKU manages:

GLOBUS

GLOBUS supports cooperation between Danish education institutions and partners in the Global South in order to engage people in international development See guidelines on www.globuspuljen.dk.

ForB-window

Special open window established in 2020 to finance projects which further the respect, protection, and promotion of Freedom of Religion or Belief.

Other professional assistance

CKU offers, in close cooperation with the member organisation, to assist in the preparation and formulation of applications to other donors such as CISU (www.cisu.dk). Subsequently, CKU also offers to take on the administrative and professional responsibility for the implementation of these projects.



What is CKU?

Center for Church-Based Development (CKU) is a resource centre for church-based development work. CKU is an umbrella organisation of 38 churches and Christian organisations in Denmark, who are working with churches and other partner organisations all over the world to promote development.



VISION, VALUES, AND IDENTITY

CKU's vision is a hope for a better world, characterised by equality, sustainability, ownership of own development, peace and justice.

The values of CKU are anchored in the Christian view of life and humanity, and they focus on the potential for transformation through a more just world, reconciliation and restored relations, and empowerment through diakonia.

The identity of CKU is based on the mission of the global Christian Church to practice diakonia. The word diakonia denotes the service of the Church for

people in need, for justice, and for creation. Christ's care for poor, suffering, and excluded people is a model for diakonia. Diakonia is more than merely helping another person or supporting someone. It acknowledges the dignity and equality of the recipient as a human being created in the image of God.

Diakonia does not do anything for others, but only works together with others, knowing that every person has valuable resources which can be shared and used. Diakonia is also connected to a rights-based approach to development, and a desire to address the structures that create inequality and poverty.

THE MEMBERS OF CKU

The members of CKU cooperate with local church-based organisations all over the world. The partnerships have long histories, some date back more than 150 years. Because of these long-lasting partnerships, solid mutual respect, trust and willingness to listen and learn from each other has been built – a connectedness, which is not limited to a single project or project period, but which has existed before and will continue to exist after the end of the project.

The development projects, supported by the CKU fund, are seldom stand-alones. The Danish organisations raise considerable funds, which are used for diaconal work, relief, proclamation of the gospel, and development of the local church, in cooperation with their partners in the global South. In this way the projects supported by the CKU fund is only a part of the greater effort to ensure development and empowerment for impoverished populations.

THE CKU FELLOWSHIP AS A SHIP

The CKU fellowship is like a ship bringing hope to the world. Hope for increased equality, sustainability, ownership of local development, peace, and reconciliation. The sail is the mission of the community in the shape of diakonia. The key concepts here are transformation, reconciliation, and empowerment. The ship is propelled by the Christian worldview and is buoyed by a deep sea of church movements, congregations, and organisations, both locally and globally.

THE ROLES OF CKU

CKU has three roles, which are inter-linked and supplement each other:

- › **Project Support** (fund management, advisory services and capacity building). The experience from this role benefit the Knowledge Centre role, and provides examples and track records which benefits the role as Spokesperson.

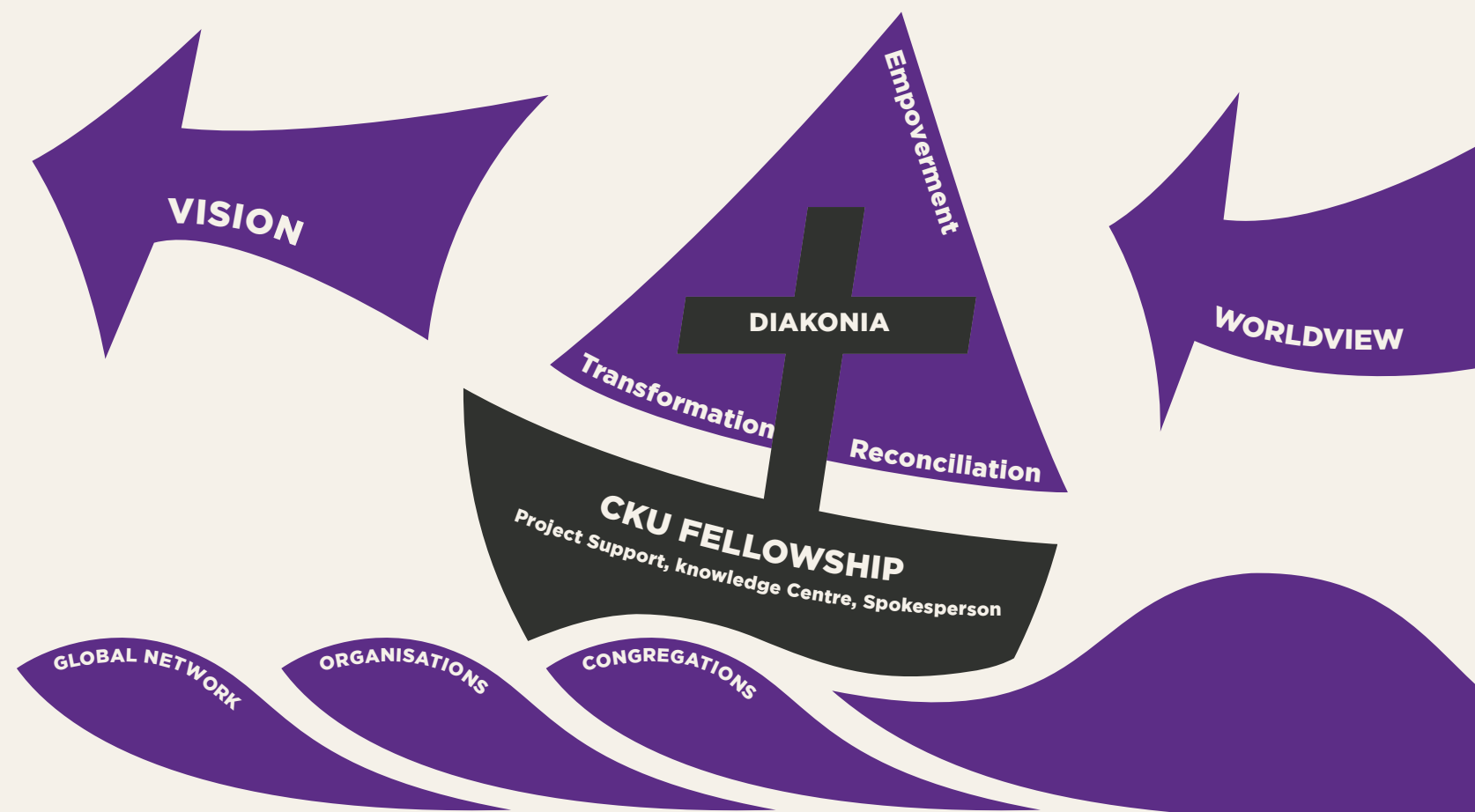
- › **Spokesperson** (advocacy and network). Advocacy provides the political and economic foundation for the Project Support role, and networking supports the Knowledge Center's role.
- › **Knowledge Centre** (learning and evidence). Develops tools and approaches which benefit the Project Support role, and evidence and research to benefit the work as Spokesperson.

DEVELOPING DIACONAL SKILLS AND INITIATIVES

In many churches and Christian organisations, there is a potential for developing diaconal skills. CKU supports the development of this potential, equipping the church to interpret the challenges it faces and address them through expanding its service.

CKU also helps its member organisations to strengthen the diaconal efforts of their partners towards active political and social action in the community, for the benefit of poor and marginalised people.

The CKU fund also allows CKU to provide advice and training to help the member organisations develop and implement the development interventions. Among other things, this is done through global learning projects, which aim to strengthen members' work and support the objectives and activities of the fund.



STRENGTHS OF CHURCH ORGANISATIONS IN DEVELOPMENT

CKU works to promote the rights of poor people. In our work, we have the opportunity to draw on the unique strengths of Church-based development work:

- › **Cooperation between churches and Christian organisations in the South and the North is based on long-term partnerships with shared values and goals.**
- › **Churches are represented at all levels of society and even in the most remote areas, which international and national organisations often cannot reach.**
- › **Churches are deeply rooted in the local community – they are well respected and have legitimacy and credibility in the community.**
- › **Churches are in direct contact with people every week and thus have a unique opportunity to share information.**
- › **Churches have good networks, which enables efficient distribution of information - eg. women's and youth groups operating on local, regional, national and international levels.**
- › **Churches have a strong base of dedicated volunteers whose faith requires them to give special attention to the poor and marginalised in society.**
- › **Churches form morals and values in society. Church leaders and pastors exercise a certain authority and have the ability to influence people's attitudes and values.**
- › **In many countries, churches represent a large number of people. It provides great potential for exerting political influence at local, regional, national and international level.**
- › **Churches have a prophetic role. The term refers to the biblical prophets who demanded justice for the poor and oppressed. Churches have the potential to speak on behalf of marginalised and vulnerable people to promote their rights.**



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