

World Commission Subcommittee Directives

1. Introduction:

The committee «World Commission» is part of the diaconal institute by parishners council since; 09.04.2019. It constitutes of parishners and the assembly of parishners who fix the budget. It can be modified on demand if necessary. The council is an institution of controllers who check the requests!

The following directives are here to contribute to good progress of the processes and to better the efficiency and evaluations of received files. Basically, help requested about populations affected by poverty, refugees; migrants provided principally from Africa, India, South America and partially a few Europeans needy to be represented by known persons; priests, nuns, diacons linked to the ecclestical community.

2. The essential standards needed for the applications to be accepted:

- ✓ The completed form needs to be returned to the administration.
- ✓ The applications are deposited online by email or post and must contain the organisation (demanders) contact person's name and function, address, email, bank details and a valid account number.
- ✓ All our future correspondence by the administration will be done uniquely by Email; therefore it needs to be mentioned.
- ✓ For the same applicant the application is only accepted every two years if a documented report on the outcome of the intermediate or final project has been submitted.

The following documents are required and mandatory:

- ✓ A detailed description of the project
- ✓ A copy of the identity document of the project leader;
- ✓ For NGOs, an extract from the commercial register;
- ✓ For pastoral workers, an ordination certificate or a letter of recommendation from the bishopric;
- ✓ A detailed budget;
- ✓ Bank details and a valid account number. A same bank account cannot be used for different projects.

When/if one of these essential criterias is not fulfilled, the request is not accepted and the demand is registered in the backup space with the refusal reason.

3. Treatment for the acceptance applies on evaluation

These demands will be attributed to the members of the committee «World Commission» for evaluation and presented on the following meeting.

4. Essential points for demands to be accepted:

- ✓ Those who satisfy the basic needs of humane (children) such as poverty, hunger, thirst, prevention of homeless, promotion of health and respect for

human rights. - Priority for schools and churches (construction) maintenance and supply of materials and equipments, construction of clean water wells..

- ✓ Promote the local initiatives like: local organisations, voluntary workers, and financial contributions of locals.
- ✓ Support auto-assistance by encouraging education, the transfer of knowledges and economic autonomy.
- ✓ Community and solidarity support through the joint construction of infrastructure projects with long-term benefits.
- ✓ Local responsibilities, preferable support of local parishners and congregations.
 - The projects effect and sustainable contribution to the environment.

5. Delay for the deposit of the demands:

The applicants have to be submitted at least 30 days before the next meeting from the committee "World Commission", the meeting date will be published on the home page. There is no guarantee that all applicants are evaluated for the next meeting (it depends on the number of demands already considered).

6. Maximal amount:

Subventions amount vary between Fr 500.- and CHF 5000.- by project and depend on the total budget and the number of demands received. The demands exceeding this amount need to be submitted to the parishners council and reaccepted by them. The committee "World Commission" budget can be exceeded only with their accord!

7. Contribution given

Based on the minutes of the meeting, through a pre-established reply email (templates in various languages), the administration inform the demanders about the accepted projects and amounts and then triggers payments. The demanders are requested to send receipts of acknowledgements. Eventually a resume of progress of the projects will be appreciated. All the documents are registered in the backup space.

Mario Nobs, 08.04.2022