

Questions marked with * must be completed

The project – for refugees and/or Internally Displaced People (IDPs) – should be the entire focus of your entry, which must be completed in English. Financial information must be in \$US. The online interactive Entry Form (at [www.ockendenprizes.org/2024Entry Form](http://www.ockendenprizes.org/2024EntryForm)) is preferred. If it is not possible for you to enter the contest via the Internet, please print, fill and post this form to:

2024 Ockenden International Prizes, c/- Context Graphics Limited, 1 Savernake Court, Old Church Lane, Stanmore, Middlesex, HA7 2RJ, United Kingdom, to be received no later than Thursday, November 30, 2023.

PART I: YOU AND YOUR ORGANISATION'S DETAILS

1. Organisation name * _____

2. Organisation's website: * _____ *https://* _____

3. Your name: * _____
Prefix Given name(s) Family name

4. Your email address: * _____

5. Your Job Title: * _____

6. Your telephone number(s) (inc. country and area code(s)) *

Mobile: _____ Work: _____

7. Organisation's postal address: *

Street Address _____

Address Line 2 _____

City _____ County / State / Region _____

Zip / Post Code _____ Country _____

8. Correspondence address (if different): *

Street Address _____

Address Line 2 _____

City _____ County / State / Region _____

Zip / Postal Code _____ Country _____

9. Are you entering your own organisation's project or nominating a partner/affiliate project? If you select **Other organisation's project**, you must answer questions 9(a) to 9(k) of the Entry Form. *

Own organisation's project

Other organisation's project

If you ticked **Own organisation's project**, go straight to Question 10

If you ticked **Other organisation's project**, you must answer the questions marked with *

9(a). Your nominee organisation's name * _____

9(b). Nominee organisation's website: * https:// _____

9(c). Contact name at nominee organisation: *
_____ Prefix Given name(s) Family name

9(d). Nominee contact's email address: * _____

9(e). Your nominee contact's job title: * _____

9(f). Nominee contact's telephone number(s) (inc. country and area code(s)) *
_____ Mobile: _____ Work: _____

9(g). Your nominee organisation's address: *
_____ Street Address
_____ Address Line 2
_____ City _____ County / State / Region
_____ Zip / Post Code _____ Country

9(h). What is your organisation's relationship to the nominee organisation?
Please explain (max. 100 words): *

9(i). Has your organisation been directly involved in the project you are nominating? * YES NO

9(j). If 'YES', please describe in what capacity (max. 250 words): *

18. Please summarise the project's aims and activities (max. 250 words): * _____

19. What have been the most important achievements of this project (max. 250 words): *

20. How does this project promote self-reliance for refugees and/or displaced people? (max. 250 words): * _____

21. What are/were the project's outcomes? Please provide evidence of the achievements and effectiveness of the project entered. (max. 250 words): * _____

22. Why does this project deserve to win an Ockenden International Prize?

(max. 250 words): *

23. What makes the project entered unique?

(max. 100 words): *

PART III: FINANCIAL INFORMATION

24. Can the organisation whose project is being entered provide audited accounts?: *

YES **NO**

If **YES**, you must attach a copy of the latest available audited annual accounts.

If **NO**, what evidence can you provide of the organisation's financial governance? Annual bank account, balance sheet, income and/or cash flow statements for example,

25. What was the organisation's latest annual operating budget? *

Year:

Amount (\$US):

PART V: DECLARATIONS

Ockenden International has a duty to ensure that prize money is only used for activities charitable under English law. Prize money must only be used to help refugees and/or displaced persons in need. *

AGREE

NB: Please be aware that international foreign exchange regulations can sometimes affect Ockenden International's ability to make timely payments to some winners of the annual prizes registered in countries on international banking 'watch lists'.

Does the organisation (and/or nominated organisation) have a 'Safeguarding Policy' or any other policy document(s) in relation to the protection of children, vulnerable persons and anyone else who comes into contact with the organisation. *

YES

NO

If **YES**, you must provide a copy of the relevant documentation

If **NO**, you must explain the procedures the organisation has in place to: **a)** carry out checks in relation to staff and volunteers; **b)** encourage reporting of concerns and complaints by beneficiaries, staff and volunteers; **c)** investigate concerns and complaints; and **d)** report concerns and complaints to relevant authorities, where appropriate.

a)

b)

c)

d)

Tick the box to confirm that you have read, and agree to be bound by the Entry Rules. *

Tick the box to confirm that, to the best of your knowledge, all the Information provided is complete, accurate and true and this entry conforms to the Entry Rules and Judging Criteria. *

Tick the box if you can provide additional evidence of sound financial governance. *

Tick the box to confirm that you will promptly provide any additional information requested by Ockenden International. *

Tick the box to confirm that you agree that any prize money will only be paid to the organisation which managed a successful project and that the prize money will be used to help refugees and/or displaced persons in need. *

Please briefly explain how the organisation proposes to use prize money if it is a recipient of an Ockenden International Prize. * (Your response to this question will not be taken into account in deciding whether the project entered should win one of the prizes.)

How did you learn about the Ockenden International Prizes? *

Google

www.ockendenprizes.org

Industry conference

Facebook

LinkedIn

UNHCR

www.fundsforNGOs.org

Other

If 'Other' please specify: _____

Thank you for entering the 2024 Ockenden International Prizes competition. Good Luck!

Completed hardcopy entries should be posted to the address below to be received no later than Thursday, November 30, 2023.

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c/- Context Graphics Limited
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Stanmore
Middlesex HA7 2RJ
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