

Hrant Dink Foundation NGO Mobility Program Regulation

What is the NGO Mobility Program?

1. NGO Mobility Program is a short-term job mobility opportunity for civil society professionals from Turkey to gain experience in international non-governmental organizations and research institutions all around the world. Applicants who are eager to learn how international NGOs operate, benefit from inspiring practices, and develop their skills are welcome to join the program. The mobility program, run by the Hrant Dink Foundation in collaboration with Olof Palme International Center and Istanbul Policy Center, is financially supported by the European Union with the goal of strengthening civil society in Turkey.
2. The main goal of the NGO Mobility Program is to increase international mobility, encourage and promote CSOs to exchange experiences, and collaborate with each other. Fellows will benefit from the sharing of best practices, learning from other countries' experiences in project implementation, advocacy and creative forms of activism as well as campaign management.
3. Organizations will have the potential to increase their capacity or expand activities, benefit from the qualification of the fellows, build a network in Turkey by hosting fellows.

Who can benefit from the Program?

4. Any university graduate holding citizenship of Turkey, working in civil society organizations for at least 1 year will be eligible to benefit from the program as a fellow.

Which costs are covered by the Program?

5. The program will cover, round-trip transportation, monthly allowance (including accommodation) and visa fees. **Passport expenses will be covered by the fellow.**
6. For monthly allowances for countries you can check the guideline.
7. The Hrant Dink Foundation will compile and announce the list and programme of all interested Host Organisations that offer hosting for fellow candidates on the website of the Foundation.

Application process for the candidates

8. The Hrant Dink Foundation will make an open call to invite professionals from Turkey to apply for a Fellowship Opportunity in the host organizations' countries. The call will include information on each fellowship opportunity including the fellowship description, fellowship duration and expected profile of fellows.
9. Any individual who is interested to become a Fellow should apply to the Hrant Dink Foundation by filling in the NGO Mobility Program Application Form in English and submitting his/her CV, two references.
10. In their application, candidates should indicate up to three Host Organisations on their preferences. The candidates should make this ranking in line with their own priorities and they should explain in the application form the reasons for each 3 preference.

Selection Process

11. The Hrant Dink Foundation project team will compile all incoming applications and will do a technical assessment to check if the application forms are complete.
12. When necessary the project team will also contact the applicants and/or reference persons mentioned in the applications. Following the technical assessment, the application forms, CVs, applicants' preference of Host Organisations will be forwarded to the Selection Committee in Turkey by the Hrant Dink Foundation project team.
13. The selection committee will review each application and the top ranked candidates will be sent to the host organizations. The host organizations might hold online interviews and decide to host the specific candidate or not.
14. The final selection of the Fellows will be done by the Selection Committee together with the Host Organizations in consideration of the following selection criteria:
 - Contribution to the overall objective of the NGO Mobility Program
 - Compliance with the expectations and the profiles announced in each fellowship opportunity
 - An effort will be made to ensure the diversity of Fellows in terms of gender
 - How the fellows will utilise and share their learnings and experiences upon their return
15. NGO Mobility Program funded by the European Union offers support to a total of 16 fellows from Turkey.
16. Once Fellows for specific Host Organisations are identified, selection results will be published on the website of the Hrant Dink Foundation.
17. The applicants, who were not selected, will be informed by the Hrant Dink Foundation project team by e-mail within the same timeframe as the announcement of fellows.

Roles and responsibilities of fellows, host organisations and the Hrant Dink Foundation

18. Fellowships will start only after the signing of a trilateral Fellowship Agreement by all parties: the selected Fellow, Host Organisation and the Hrant Dink Foundation.
19. The selected fellows will be obliged to confirm their availability for the fellowship with the Hrant Dink Foundation, provide a signed copy of the NGO Mobility Program Agreement and copy of their passports to the Hrant Dink Foundation.
20. Host Organisations will be required to provide the following facilities:
 - Working space for the Fellow
 - Resources, communication means and materials sufficient to carry out the proposed programme/tasks
 - The Host Organisation will assign a specific contact person, who will support and monitor the activities of the Fellow throughout the specific fellowship.
21. The Fellow will prepare an activity report by the end of the fellowship.
22. Upon their return the fellows will be asked to share their experience with an essay/video etc. if found appropriate to be shared on the HDF's webpage and make a presentation about their experience in an event organized by the Hrant Dink Foundation.

23. The Hrant Dink Foundation will assist with visa/residence permit applications.

NGO Mobility Program Timeline

24. The call for applications will be open between 9th December 2019 to 15 January 2020. Hrant Dink Foundation will publicly announce the fellows at the beginning of March 2020.

25. The exact dates and duration of each NGO Mobility Program will be determined jointly by the selected Fellow and Host Organisation, subject to the approval of the Hrant Dink Foundation, in accordance with the available budget allocated by the Foundation. However, the duration of fellowships cannot be less than 8 weeks and longer than 12 weeks. The fellowship will take place between April to November 2020. The final date for all activities within the scope of the NGO Mobility Program is 30th November 2020.

Contact Details:

For detailed information and questions, please contact tutengulkucuker@hrantdink.org.