



Friends of Tanzania

Marafiki wa Tanzania

Partner and Project Guidelines

Friends of Tanzania considers it important that a potential partner:

- Aims to improve lives in rural, underserved communities of Tanzania.
- Is registered in Tanzania and is in compliance with the *Tanzania NGOs Act of 2002*.
- Has an annual operating budget that is approximately \$250,000 USD or less.
- Has an office in Tanzania with a registered mailing address and bank account.
- Has been working in Tanzania for at least five years with a proven track record of sustainable projects.
- Can provide prior reporting documents that confirm appropriate use of funding and program impact.
- Is communicative and collaborative during project planning, implementation, and monitoring.
- Is willing to provide pictures, videos, and written testimonials of project impact on beneficiaries.
- Is willing to promote Friends of Tanzania as a project funder/contributor in publications and media.

Friends of Tanzania considers it important that a proposed project:

- Serves beneficiaries in rural, underserved communities of Tanzania.
- Focuses on relevant sectors including WASH, education, community development, and environment.
- Sustainably improves the livelihoods of the beneficiaries beyond the requested implementation period.
- Promotes community participation during the planning, implementation, and monitoring of the project.
- Is approved by the District Community Development Officer and other technical staff.
- Ranges from 5 million TSH to 20 million TSH in its request, with no more than 3% of the total request for operating expenses and no more than 3% of the total request for monitoring and evaluation costs.
- Sets out SMART Goals (Specific, Measurable, Achievable, Relevant, Time-bound).
- Includes a measurable educational, capacity building, and/or income-generation component as a focus of the project in order to enhance the knowledge and skills of the beneficiaries.
- Supports and benefits women, youth, people with special needs, and other vulnerable populations.
- Focuses on future-oriented solutions that include aspects of technology or climate-smart agriculture.
- Serves a high number of beneficiaries relative to the total project cost (10 or more per 1 million TSH).
- Does NOT request funds for expenses that can be covered by the government, organization, and/or community including unskilled labor, assistance for single families/persons within an institution, scholarships/school fees, supplies for resale, meals/refreshments, honoraria/sitting fees, venue rental fees, excessive stationary, staff costs not necessary for implementation, transportation of individuals, religious programs/proselytizing, etc.

Friends of Tanzania Multi-Year Funding Policy:

- Friends of Tanzania's standard policy is to NOT award funding to the same organization two years in a row as it encourages diversity in implementing organizations, sectors of work, regions of Tanzania, and demographic of beneficiaries year-to-year by allowing ample time for project implementation with an expansive timeline that accounts for delays and the inclusion of appropriate monitoring and reporting tools to be developed to inform the challenges, successes, and sustainability of the project.
- An exception to this policy may be considered if a previously-funded project has multiple phases and Friends of Tanzania determines it is important to fund one of the future phases the following year, or if a partner organization that has successfully implemented Friends of Tanzania-funded projects in the past is proposing a new project that significantly differs in region of Tanzania, sector of work, and/or demographic of beneficiaries.