



SELAVIP
SERVICIO LATINOAMERICANO, AFRICANO
Y ASIÁTICO DE VIVIENDA POPULAR

Application form for NGO



INTRODUCTION

This form is a document of reference that will help you to prepare your NGO registration, **it is NOT valid to register it.**

In order to register your NGO, you must enter the SELAVIP Project Management System (<https://application.selavip.org>) and fill in the online form to register your NGO. Once registered, you will be able to submit a project in the online form as long as and when the call for new projects is open. The application dates will be communicated through the SELAVIP website (<https://selavip.org>) and the SELAVIP Project Management System.

Due to the high demand and interest in participating in our calls to apply for projects to finance emergency housing, water systems, sanitation and land regularization, we want to inform all non-profit **ORGANIZATIONS** that **ARE NOT REGISTERED** in our System, that registrations will be open only until **March 31**. Any NGO registration that is carried out after that date will not be able to participate in the current call to submit projects.

The process of Review and Activation of Organizations will be resumed once the application process is finished, that is, on July 1.

This is an open invitation to register NGOs (organizations working in developing countries and poor urban communities). Once your non-governmental organization is registered you will then be able to present your project(s) once the call for new projects is open. Only NGOs registered through this system will be reviewed and considered in the application process.

All the information you provide is for SELAVIP use only. The information may be used by SELAVIP for internal purposes (reports, etc.). It is important to emphasize that the NGO registration in SELAVIP's system does not necessarily mean receiving any contribution from SELAVIP.

1 GENERAL INFORMATION**NGO'S NAME ****Organization full name or corporate name.***ORGANIZATION INITIALS***The initials of the NGO.***COUNTRY *****CITY *****DEPARTMENT, STATE OR REGION *****DISTRICT, MUNICIPALITY OR COMMUNE *****POSTAL CODE****ADDRESS *****MAIN PHONE *****OTHER PHONES****MAIN MOBILE PHONE *****OTHER MOBILES****MAIN EMAIL *****OTHER EMAIL****WEBSITE***Enter the website including the http or https protocols, for example: <http://www.example.com>***FACEBOOK***Enter the full url of the NGO facebook account, for example: <https://www.facebook.com/MY-NGO>*

1 GENERAL INFORMATION | 2 LEGAL INFORMATION | 3 EXPERIENCE | 4 RESOURCES | 5 BANK INFORMATION

TWITTER

Enter the full url of the NGO twitter account, for example:
<https://twitter.com/MY-NGO>

INSTAGRAM

Enter the full url of the NGO instagram account, for example:
<https://www.instagram.com/MY-NGO>

ID SKYPE**LOGO**

If you have a logo, please attach it
One file only.
2 MB limit.
Allowed types: png gif jpg jpeg.

2 LEGAL INFORMATION**ID REGISTRATION NUMBER****LEGAL REGISTRATION DATE *** **DOCUMENTS (BYLAWS, AUTHORITIES' CERTIFICATE) ***

What supporting document does the jurisprudence certify?

Add A new file

Unlimited number of files can be uploaded to this field.
5 MB limit.
Allowed types: doc docx odt pdf txt ppt jpg jpeg gif png.

LEGAL REPRESENTATIVE NAME *

Mention the name of the person entitled to sign agreements

LEGAL REPRESENTATIVE NATIONALITY ***LEGAL REPRESENTATIVE ID NUMBER *****NAME OF THE EXECUTIVE DIRECTOR**

DOES YOUR ORGANIZATION COUNT WITH A BOARD OF DIRECTORS *

- No
- Yes

If the answer above is "Yes", you should answer the following questions:

PRESIDENT'S NAME**SECRETARY****VICE PRESIDENT****TREASURER****3 EXPERIENCE****YEAR OF CREATION *****ORGANIZATION HISTORY *****ORGANIZATION TYPE ***

- Local Community
- Non governmental
- Non profit Foundation
- Religious
- Other

Choose one or more options

Briefly explain the history of your organization (the reasons why it has been created, the highlights, and others)

SPECIALIZATION AREA

- | | |
|--|---|
| <input type="radio"/> Education | <input type="radio"/> Original towns |
| <input type="radio"/> Environment | <input type="radio"/> Refugees |
| <input type="radio"/> Family, youth and children | <input type="radio"/> Social and economic development |
| <input type="radio"/> Farming | <input type="radio"/> Sustainable development |
| <input type="radio"/> Feeding | <input type="radio"/> Voluntariado |
| <input type="radio"/> Health | <input type="radio"/> Water and sanitation |
| <input type="radio"/> Human rights | <input type="radio"/> Woman |
| <input type="radio"/> Human settlements | <input type="radio"/> Work |


Choose one or more options

SELAVIP PROJECTS

Name	Year	Duration	Country	Resources provided	Families attended	Type
				<i>In \$USD</i>		Select 

If you have executed a project financed by SELAVIP in the past, please mention it.

PROJECTS EXECUTED WITH OTHER NGO'S

Name	Year	Duration	Country	Resources provided	Families attended	Type
				<i>In \$USD</i>		Select 

Housing projects carried out with other organizations

QUANTITY OF INDIVIDUALS IN THE ORGANIZATION *

This figure should be higher than People working in the field and Technicians and / or professionals

PEOPLE WORKING IN THE FIELD *

This number considers the workers, employed and paid by the organization, working in the field

TECHNICIANS AND / OR PROFESSIONALS *

4 RESOURCES**BUDGET OF TWO YEARS AGO ***

USD

LAST YEAR TOTAL BUDGET *

USD

CURRENT YEARLY BUDGET *

USD

DO YOU HAVE AN OFFICE? *

- No
 Yes

If the answer above is "Yes", you should answer the following questions:

HOW MANY OFFICES DO YOU HAVE? ***OBSERVATIONS**

Comments about your office

DO YOU HAVE ONE OR MORE VEHICLES? *

- No
 Yes

If the answer above is "Yes", you should answer the following questions:

HOW MANY VEHICLES? ***OBSERVATIONS**

Comments about your vehicle

DO YOU HAVE COMPUTER EQUIPMENT? *

- No
 Yes

OBSERVATIONS

SOURCES OF FUNDING OF YOUR NGO ***DOES THE ORGANIZATION WORK WITH VOLUNTEERS? *** No Yes

If the answer above is "Yes", you should answer the following questions:

COMMENTS ABOUT YOUR VOLUNTEERS' POLICY**5 BANK INFORMATION****BANK NAME ***

Maximum 50 characters

BANK ADDRESS ***BANK CITY *****BANK COUNTRY *****ACCOUNT NUMBER *****ACCOUNT HOLDER ***

El titular de la cuenta debe ser su ONG

BANK PHONE ***SWIFT CODE ***

ABA NUMBER**IBAN NUMBER****BANK BRANCH CODE**

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