

APPLICATION FORM		
GENERAL INFORMATION		
Name of organisation:		
NPO Registration number:	Website:	Landline number:
Current address (where programme operates):		
Building/Street Name:		
Area:		
City:		
Postal/Area Code:		
Province:		
Person applying (primary contact person):		
Role in the organisation:		
Email:	Cell phone:	
Date registered as an NGO/NPO:		
NGO/NPO Registration Number		
Name of Director:		
Director's phone number:		
Director's email address:		
PROGRAMME INFORMATION		
Do you have an existing parenting/home visiting programme? If so, what is the name of the programme (if different from organisation's name):		
How long has the programme been running for?		
Name of trainer/manager/co-ordinator who will attend training:		
Background and experience:		
Cell number:		
Email address:		

Name of second trainer/manager/co-ordinator who will attend training:		
Cell number:		
Email address:		
Background and experience:		
Name of third trainer/manager/co-ordinator who will attend training:		
Cell number:		
Email address:		
Background and experience:		
How many people do you expect to train and support?	Home visitors	
	Parent group facilitators	
	Crèche leaders	
How many families do home visitors each visit and how often?	Number of families	
	How often	
How many parents do facilitators/crèche leaders work with and how often?	Number of parents	
	How often	
Which languages do they use in their work?	isiXhosa	
	Afrikaans	
	isiZulu	
	English	

THE APPLICATION PROCESS

- In 2016 the training of trainers workshops will be held from 12-14 July in Grahamstown, Eastern Cape and in 30 August – 1 September in Underberg, KwaZulu-Natal.
- Deadline for applications for the workshop in Grahamstown is **Friday 27 May**.
- Deadline for applications for the workshop in KZN is **30 June 2016**

Please submit this application form with a letter of motivation to lynn@wordworks.org.za.

SUGGESTED QUESTIONS TO ADDRESS IN MOTIVATION LETTER:

- Why does your organisation exist? What is the change you hope to see?
- Why does your organisation want to use the *Every word counts* programme?
- What are some of the challenges facing your organisation that would impact on your use of the programme?
- Why do you want to learn about language development and early literacy for babies and young children?
- What are your organisation's values?

DECLARATION

The applicant confirms that:

- All information in this application form, and other supporting documents is accurate and true
- Our organisation shares Wordworks values of humility, diversity, honesty and a commitment to learning
- Up to three members of staff are available to attend the Training of Trainers workshop
- The programme manager/coordinator and trainers will train our practitioners
- The programme manager/coordinator will provide guidance, support, and ensure resources are available to practitioners
- The programme manager/coordinator, trainers and practitioners will be available once a year for a learning and support visit by Wordworks
- The programme manager/coordinator will liaise with Wordworks about programme progress and challenges, and share experiences with Wordworks The programme manager/coordinator will use a template for collection of data to inform collective impact and share with Wordworks annually.

Signature of applicant:	Date:
Name:	