



RULES and PROCEDURES

I. General Theme: “Home Based Care Leadership in responding to HIV and AIDS”

Summary

The Catholic Organisation for Relief and Development (Cordaid) and partners of the **Caregivers Action Alliance’s (CAA)** Organising Committee (HelpAge International Huairou Commission, VSO International) as well as the World YWCA, reward and encourage leadership around the strengthening of home based care in responding to HIV and AIDS in the “global South” by awarding a total sum of €20.000. Cordaid and partners are seeking applications from organisations¹ or individuals committed to supporting home based care as a necessary, effective, and community-based initiative – recognising home based care as an insufficiently resourced, under-valued and unrecognized solution for mitigating the effects of HIV and AIDS.

Background

The majority of care work due to illness takes place in the home and is mostly done by women of all ages. This work is done for a number of reasons, including the preference of patients and their families, the lack of a coordinated public policy addressing care needs, as well as inadequate health infrastructure and human resources. The vast majority of care costs and burdens are borne by households and individuals, often those most in need, as well as by the non-governmental sector, volunteers in coordinated home-based care programmes, unsupported family members providing care in their own homes, and sometimes by the private sector which is unaffordable to the very poor.

AIDS has changed the fabric of communities around the world and placed a burden on the lives of many people, especially girls and women young and old. With health systems failing and people living longer with HIV thanks to access to Antiretrovirals (ARVs), mainly poor women, are increasingly forced to devote their time, energy, skills and the little resources to care for their family members at home and provide their services to the wider community, often at great expense to themselves. This invisible task-shifting is insufficiently recognised, valued and validated as work.

Care costs are largely hidden and are generally not accounted for in national programmes and statistics, nor have they been considered in the context of public health and macroeconomic policies addressing the broader care economy. Promoting the provision of care in the home may be a cost-effective strategy for governments and the private sector, but gives little consideration to the physical, emotional and economic costs to households and the informal or volunteer caregivers themselves who take on the additional burdens, many of whom are often poor and themselves living with HIV².

II. Award Objective

The objective of the Cordaid HIV and AIDS award is to recognise organisations and/or individuals that have made an important contribution to the recognition of home based care and caregivers

III. Selection Criteria

The criteria for organisations and/or individuals selected are those who:

- Display vision and leadership around HBC
- Demonstrate outstanding (personal) commitment

¹ All type of organisations are invited to participate

² Maher, Jo Equal sharing of responsibilities between women and men, including care-giving in the context of HIV/AIDS Joint United Nations Programme on HIV/AIDS (UNAIDS) and United Nations Development Fund for Women



- Provide evidence of substantial impact and/or success at the community level through effective (and innovative) work method(s) in addressing the challenges around HBC
- Involve/empower caregivers in decision-making and/or recognise their work
- Involve/empower People Living with HIV and AIDS in the community's response to the epidemic, especially women who do the majority of care work
- Take into consideration sustainability and (possibly) scaling up at local, national and/or regional levels

IV. Review Panel

There will be three review rounds:

- For Review Round one and two, the Review Panel will be composed of Cordaid, HelpAge International, Huairou Commission, VSO International and the World YWCA. These five strategic partners are in the process of setting up the "Caregivers Action Alliance" and are committed to supporting work on home based care.
- For the third and final Review Round, the reviewers will each invite a partner organisation they work with, so that a total of ten organisations will vote for the two award recipients (one for the category "organisation", one for the category "individual") from a short list of ten.

V. Cordaid HIV and AIDS Award Amount

A total amount of €20.000 will be split up between:

- 1 organisation (€15.000)
- 1 individual (€5.000)

VI. Format of Submissions

Please go to <http://www.cordaidpartners.com/rooms/hiv-and-aids-award-2009> to download the application form or email [HIV and AIDS Award@cordaid.nl](mailto:HIV_and_AIDS_Award@cordaid.nl) to request it.

Nomination Procedure:

Nominate yourself or others!

Length

Advised amount of words is indicated per question. The overall application should not exceed 1400 words (excl. contact information), i.e. 5 pages.

File Format and Language

Nominations must be submitted preferably in English but can also be presented in French or Spanish in Microsoft Word.

VII. Submission Procedures

Deadline

All nominations must be received by e-mail no later than Tuesday 15 September 2009 at 11:59 p.m. Eastern Standard Time.

Method of Delivery

Nominations must be e-mailed as PDF or Microsoft Word (.doc or docx) file attachments to [HIV and AIDS Award@cordaid.nl](mailto:HIV_and_AIDS_Award@cordaid.nl). In case of multiple nominations these should be sent each as a separate email.

Cover E-mail



A group or organisation or individual submitting a nomination should nominate a contact person for all correspondence and include the full contact information.

Agreement of Authors

By entering a nomination each author acknowledges and affirms the following:

Non-Exclusive License: If the nomination is selected for an award, the author agrees to transfer to Cordaid a non-exclusive license to publish the nomination in any other form or media. In case of objection this should be clearly stated in the entry.

Sole Discretion of Cordaid: The author agrees that all decisions relating to the awarding of this prize rest solely with the discretion of the organizers – Cordaid and partners.

VIII. Eligibility

- Current and former Cordaid employees are ineligible for this competition.
- An author may submit multiple nominations as long as they are for different individuals or organisations.
- Individuals or organisations can nominate themselves or can be nominated by third parties (only once).
- All Nominations for organisations/individuals must be for organisations/individuals working with home based caregivers responding to HIV and AIDS.

IX. Award Procedures

Award Notification

Nominees who are selected for the awards shall be notified by email no later than 2 November, 2009. Only award recipients will be notified.

Award Delivery

The award will be handed over to Award Winners in the first week of December 2009 in the Netherlands. Award Winners will therefore be invited to come to the Netherlands. They should be available to make a presentation about their work.

Responsibilities of Awardee

the Award funding has to be used for activities around the strengthening of home based care in responding to HIV and AIDS with a maximum of 7% administration costs. The funds will be made available upon receipt of a detailed description of activities and budget (to be presented before January 31, 2010). Upon completion of the project, a short report will be requested by Cordaid.

X. Institutional Acknowledgements

The Catholic Organisation for Relief and Development (Cordaid) combines more than 90 years experience and expertise in emergency aid and structural poverty eradication. Cordaid is an international development organisation with a network of almost a thousand partner organisations in 40 countries in Africa, Asia, Central and Eastern Europe and Latin America. The counterpart organisations work on various themes, including disaster preparedness & emergency aid and reconciliation & reconstruction programmes.

- More information about Cordaid can be found under:
http://www.cordaid.nl/English/About_Cordaid/Index.aspx?mId=10182 .
- More information about Cordaid Partners can be found under:
<http://www.cordaidpartners.com/>

Cordaid wants to thank partners of the **Caregivers Action Alliance's (CAA)** Organising Committee: **HelpAge International, Huairou Commission, VSO International** as well as **the World YWCA** for having accepted the invitation to join the Award's Review Panel along with one of their partner/member organisations. The expertise these organisations have around HBC issues will ensure a high quality selection process. More information about the organisations' work under:



- HelpAge <http://www.helpage.org/Home>
- Huairou Commission <http://www.huairou.org/>
- VSO international <http://www.vsointernational.org/>
- The World YWCA <http://www.worldywca.info/>