



New Year Lights Campaign: LIN's New Home for local NPOs



From 1 Jan 2013 to 1 Mar 2013, Facebook Users can support LIN Center through a simple CLICK on the link: <http://bit.ly/WZPnup>. By CLICKing it, you contribute 5,000 VND to LIN Center (*).

Your support will help us light a warm & welcoming hearth in LIN's new Home for local not-for-profit and charity organizations (NPOs). Vietnam NPOs are understaffed, underfunded and relatively new, which limits their ability to help disadvantaged people. New Year Lights Campaign funds some of LIN's core services aimed at educating & empowering local NPOs, and LIN's new community resource center will help run these services.

LIN's Home for NPOs will be a multi-purpose center with freespace for trainings and meetings, one-on-one consultations for NPOs, library and research center, free space for startup NPOs, skilled volunteers center, and a venue for LIN's community networking events. Our goal is to turn the Home into a busy and bustling with activity community resource center for local NPOs to provide them with many kinds of technical, financial & other community resources they need.

Please sign in your FB page, CLICK on the [link](#) to download Apps “Ủng hộ từ thiện” and from it, you contribute 5,000 VND for LIN new Home for NPO.

Note: () this app is not designed for mobile platforms so you need to use your desktop computer to help us. The campaign does not use Facebook account information of individuals involved in the campaign for commercial purposes as it is a social campaign activity of MobiVi. In order for this campaign (Facebook App) to be implemented, the company has the support and collaboration from Facebook. Under Facebook privacy policies, the system App does not use Facebook account information for commercial and advertising purposes. If a company (Facebook App) violates this policy, Facebook will delete that system App.*

News and Events for LIN Center for Community Development

LIN Community Grant for Women Awarded VND 300 million to Projects for Women



HCMC- This year's holiday season came early, as about 250 people got together at the Pham Ngoc Thach campus of RMIT Vietnam on Saturday, 15 December, to celebrate the Community Grant for Women, a not-for-profit event organized by the LIN Center for Community Development (LIN).

The social gathering started at 4:00 PM with a number of interesting activities that included networking, raffles, lucky Christmas tree and photo shoots with Mr. & Mrs. Santa Claus. The networking part was made especially meaningful when the attendees, coming from the business sector, media, institutions and government agencies, had a chance to interact and learn about the work of the 11 local not-for-profit organizations, whose information booths presented a wide range of well-designed communication materials.

The event's highlight was when the Chi 2 Program (of the Tinh Than Network), Khanh Hoi Social Center for Orphans and HCMC Deaf Association pitched their women-focused projects to an audience of all socially-minded individuals.

"Most of us would agree that it's better to give a man a fishing tool than a fish. We, however, believe that the most important thing is to teach a man to use that fishing tool," said a Chi 2 Program representative, referring to how they would, through a micro-credit project, train low-income women in HCMC to make the best use of small loans.

The presentation by the Khanh Hoi Social Center reminded the audience about an alarming fact, that Vietnam has the highest adolescent abortion rate in Southeast Asia, and proposed a community education project to pre-empt unplanned pregnancies among vulnerable girls in District 4..

The last featured project, that of the HCMC Deaf Association, made a compelling appeal attributed not only to their detailed plan to combat domestic violence against deaf women, but also where one of its members used sign language to beautifully communicate the philosophy of sharing through Trinh Cong Son's famous song, De Gio Cuon Di. Trinh Cong Son's De Gio Cuon Di—one that its members communicated beautifully using sign language.

Based on a public vote, the first prize, worth VND 150 million, went to the HCMC Deaf Association, who received a total of 84 votes. *"This is the largest grant we've received. I'm happy that we'll soon be able to implement an educational project for our female members, all of whom have suffered domestic violence before,"* said Ms. Pham Cao Phuong Thao, representative of the HCMC Deaf Association.

The Chi 2 Program, with 73 votes, and the Khanh Hoi Social Center for Orphans, with 24 votes, were granted VND 100 million and VND 50 million respectively.

The total grant for those three organizations was VND 300 million, half of which was what LIN had raised through corporate and individual donations, sales of event tickets, raffles and photo services. The remaining VND 150 million was contributed by the Global Fund for Community Foundations, which had pledged to match the funds raised by LIN, Dong-for-Dong.

Community Grant for Women is part of the annual LIN Community Grant. This year LIN had received 18 applications, three of which were short listed and featured at its largest year-end event on 15 December 2012. Prior to the Community Grant for Women event, the three winning not-for-profit organizations, including the Chi 2 Program, Khanh Hoi Social Center for Orphans, and HCMC Deaf Association, had been mentored by LIN's communication volunteers and received technical support to make their project presentations appealing to the public.

LIN Center

Pictures of the event: www.facebook.com/LINCenter



**LIN Center would like to wish a happy birthday to:
Mr. Doan Manh Kham, LIN board of director member
We appreciate all your input and support to the LIN Center!**

LIN honors Changemakers



Over 70 people including volunteers and NPO representatives participated in the event “I volunteer” organized by LIN on 4 December 2012 in HCMC. On the occasion of International Volunteer Day (5 December), the event aimed to honor individuals and companies volunteering their time for community through LIN and to highlight their impacts on skilled volunteerism.

The event opened with the presentation of Ms. Nguyen Thi Thanh Truc, LIN volunteer coordinator, on the effective process of working with LIN skilled volunteers. The presentation showed small organizations promoting their work through the contribution of the skilled volunteers.

For example, in LIN, we had 5 staff and actively used over 50 volunteers to support us to carry out the work at LIN. “The organizations need to open and have confidence to give an opportunity for volunteers to contribute their skills to support the capacity of the organization” Ms. Truc shared.

Many cases were shared in the panel discussion “Volunteers support the development of the organization” helping participants understand how skilled volunteers could collaborate with organizations.

The story of Brand Maker company and Hoc Mon social center, the winning team of LIN Corporate Challenges Competition, showed within 2 months, they finished a project to help the organization. Following Ms. Ha Thi Thu Ngan, staff of Brand Maker company shared that the commitment of two organizations was the key to success.

“We set up a fixed working plan, 1 day a week with a commitment. Besides that, the director gives us many times to spend for both volunteering with the organization and working at the company. To have a good collaboration, I think

the organization needs to prepare in knowledge and they must think how to improve their skills”

The Brand Maker team shared their experience in supporting Hoc Mon Social Center to design a communication strategy and brand identity.

Next, Ms. Pham Thanh Thuy Vy, lecturer of Economic University, shared her contribution to making supporting DRD's on communication more effective through “Ban Do Tiep Can” (Access map for disability).

Ms. Vy shared “A volunteer needs to spend time with the organization when he/she decides to work with them. Many organization are afraid that volunteers don't have time so, that they sometimes do not ask the volunteer to work. When a volunteers accepts to support the organization, they need to understand that he/she will help the organization to achieve their goal. With that thinking, they can prevent the disappointment when the work cannot be done as planned”

At this event, LIN organized recruitment tables for 7 organizations in need of volunteers. The networking part caught the attention of many volunteers.

Before honoring LIN volunteers in 2012, LIN showed a video clip to highlight all the great volunteers. After that, LIN invited representatives of NPOs to present certifications and gifts for their volunteers who supported them in 2012. The puzzle and quiz games on LIN skilled volunteerism gave participants information and joy.

Ms. Nguyen Thi Minh Phuong, director of Smile Group, shared “Today I after hearing people share about volunteerism; I understand why my organization cannot grow. We cannot grow with a limited staff and so we must welcome skilled volunteers. More importantly, there must be a person to coordinate their work. I will ask LIN to consult and connect with their skilled volunteers”.

LIN would like to thank The Asia Foundation and UNV who helped fund this event.

LIN Center

“Second Chance Store” in December

On the morning of 18 December 2012, the December sale of “Second Chance Store” was organized at 5 Dinh Tien Hoang street, District 1, HCMC by LIN in collaboration with Nhung Uoc Mo Xanh Volunteer Group. Over 300 people came and bought various discounted goods. During the day of the event, we captured the following pictures:



Upcoming Events

HCMC Capacity Development Working Group
Friday, 18 January 2013

Background

The HCMC Capacity Development Working Group (CDWG) seeks to reduce the vulnerability of disadvantaged people in Vietnam by contributing to helping local, not-for-profit organizations to improve their recognition, performance, efficiency and social accountability through organizational coordination, initiating a forum for exchange between different stakeholders, creating a dialogue and mutual learning on capacity development and encouraging initiatives on the issue.

The first meeting was organized on 19 October 2012 to discuss the action plan for this working group in 2013 and in this meeting, we aim to these following objectives:

- Summary the survey of first meeting (19 October 2012);
- Discuss the action plan for 2013;
- Share important information of all the organizations that participated in the CDWG.

Date and time: 09.00 – 11.00 a.m. 18 January 2013

RSVP: son@LINvn.org or call Mr. Son at 0983.388.993

Venue: *We will inform for RSVPed people.*

Year End Networking Event for Not-for-profit Development
Saturday, 26 January 2013

Background

With the support from Irish Aid, LIN Center would like to invite all the NPO partners, LIN volunteers, donors and individuals who supported us in 2012 to participate in a special event to welcome the New Year. “Mingle for not-for-profit development” networking event.

Objective:

- Provide an opportunity for NPOs to strengthen their local networks;
- Meet and share experiences with people working in the not-for-profit sector, community development and individual volunteers;
- Exchange ideas and for future support and collaboration; and
- Celebrate the accomplishments of 2012 and share goals for 2013.

Date and Time: 08h30 to 11h30 a.m. Saturday, 26 January 2013

Venue: Horizon Capital Group office, Vincom Center
72 Le Thanh Ton street, D.1, HCMC – floor 9

RSVP: npo@LINvn.org (NPO partners) , volunteer@LINvn.org (Volunteers) or donor@LINvn.org (donors) or ring LIN team at [\(08\) 38246091](tel:0838246091).

UPDATEs INFORMATION ON RESOURCES FOR NPOs

[YKVN and LIN Memorandum: NPO Fundraising Activities in Vietnamese](#)

Any queries or feedback, please contact info@LINvn.org or tel us at (08) 38246091.

Opportunities for NPOs

VACI 2013 - “More Transparency, Integrity and Accountability, Less Corruption”

The Vietnam Anti-Corruption Initiative Program (VACI) 2013, co-organized by the Government Inspectorate, the World Bank and other donors, supports innovative ideas to minimize corruption and strengthen transparency, integrity and accountability, bringing a better living environment for people. Its co-sponsors to date are Australian Agency for International Development (AusAID), Irish Aid, the Embassy of Sweden and the Department for International Development (DFID-UK).

VACI identifies and directly supports through Innovation Grants small, bottom-up, innovative development proposals that deliver results, which can then be expanded or replicated. It creates opportunities for local innovators to meet, exchange ideas, share information and network with other people responding to the same concerns.

The theme for VACI 2013 is “*More Transparency, Integrity and Accountability, Less Corruption*”.

The program consists of two major events:

- ***Innovation Competition*** - an open competition, jury process whereby start-up funds are awarded to organizations proposing the best innovative and feasible ideas, which meet the requirement of this competition on content, criteria and format with a view to strengthening transparency, integrity and accountability for effective anti-corruption.
- ***Knowledge Exchange*** – is a forum for sharing knowledge on the legal framework for anti-corruption, current progress, practical experiences on anti-corruption as well as initiatives relating to strengthening transparency, integrity and accountability for effective anti-corruption, focus on the following contents: developing a service oriented public administration, strengthening public service ethics, strengthening transparency and the right to access information and improving accountability.

Submission of proposals:

Proposals must be received by the Organizing Committee by **5:00 pm on 18 March, 2013** (the deadline is based on the date of the post-office or the time of the email)

For further information, please go to webpage: www.worldbank.org/vn or www.thanhtra.gov.vn

Or contact: Ms. Vũ Kim Huế, Department for International Cooperation, Government Inspectorate, Tel: 080.48070, Fax: 080.48109, Email: yukimhue@gmail.com

Or Ms. Chu Thị Thúy Linh, The World Bank, Tel: (4) 39346600, ext 335, Email: lchu1@worldbank.org

Donor's Corner

LIN Center for Community Development would like to thank all the people and companies who, through generous contributions and support, made the LIN Community Grant for Women in December 2012 possible. LIN would like to especially recognize:



PARK HYATT SAIGON™



LIN would also like to give special recognition to LIN Board Members and 1 skilled volunteer who went out of their way to raise funds for this initiative:

- The amazing sister duo - Ms. Nguyen Tran Hoang Anh and Ms. Nguyen Tran Lan Anh and the Brand Maker team
- Ms. Tran Bao Ngoc, also known as Pearl, and all of your friends. Your endless energy, advice, and generous contributions made LIN Community Grant for Women possible

Finally, LIN would like to thank all of the individual sponsors:

- Ms. Phuong Hoa Kieu
- Ms. Cindy Phuong and Ms. Richard Grame
- Mr. Huynh Vinh Long
- Ms. Anh Ngoc
- Ms. Thu Hong
- Ms. Hoai Thu
- Ms. Quynh An Nguyen
- Ms. Mai Nguyen
- Ms. Ly Harris
- Ms. Bich Thu
- Ms. Anh Thu
- Ms. Thanh Hang
- Ms. Duong Minh Ha
- Ms. Phuong Thien
- Ms. Chau Nguyen Minh
- Ms. Thanh Van
- Ms. Duong Quynh Huong
- Ms. Chi Thi Linh Nguyen
- Ms. Hoang Thi Bich Huong

NPO Resources

Tips on Annual Reports

(From [Tips on Annual Report](#) with the acceptance of Richard Male and Associates- RMA)

Publishing an annual report helps your donors, friends and stakeholders keep abreast of your accomplishments during the previous year. An important tool for accountability, the annual report lets supporters know what you did with your money and offers them assurance that their investment was a wise one. While the 990 certainly provides a level of required accountability, it doesn't provide a plain and comprehensible document that illustrates the impact you're making in the community— that's the annual report's job.

For organizations that raise money from a wide variety of funding sources, the annual report should become the key marketing and information vehicle. Most annual reports should be completed and sent out within six months of the end of your fiscal year.

Here are the most important components of the annual report. And how YOU can successfully implement them.

- 1. Letter from the chairperson of the board.** Include this letter in one of the first pages of the annual report to set the tone. In the letter, the chairperson should give an overview of the organization and what impact the organization has had during the past year. The letter should also include some language describing the critical role the board of directors has played.
- 2. Letter from the president/CEO or executive director.** This usually comprises the second page of the annual report and should describe the activities of the staff, the programs, and an overview of the organization's goals and objectives. It should also thank the donors and stakeholders for their support and donations.
- 3. Theme for the annual report.** Before the report is even drafted you need to develop an overall theme for the year that can be reflected in the cover and throughout the document. Flowing from the theme should be a message that represents how the theme was operationalized throughout the year.
- 4. Show clear and simple financial statements.** This is a critical piece that everyone will at least review if not study when reading the report. If a CPA audited your organization, be sure to include the audit letter they developed. You should ALWAYS include a balance sheet, and an income and expense statement, and then illustrate the revenue and expenses through a pie chart or other graphics.
- 5. List of the board of directors.** The board is the legally constituted body responsible for the effective functioning of the organization. List the board members **with** their business affiliations in the annual report; this gives the reader an understanding of the quality of people associated with your organization. If you have an advisory board, list them and their affiliations as well. Your board members give your organization credibility.
- 6. Key staff.** Since most organizations accomplish their goals primarily through their staff, it's a good idea to list the key staff members responsible for the programs, management and leadership functions of the organization.

7. **Donors.** Make sure you list all of the primary donors, sponsors, and key stakeholders in the organization. Many organizations list their donors in categories starting off with the major gifts donors and then moving down to the small donors. Remember to ask people if they want to be listed, as some donors want to remain anonymous. In some annual reports, this section could take many pages, but most organizations feel it's worth the ink to publicly acknowledge their donors. Obviously, if you have thousands of donors, you'll have to describe the different levels and thank more personally the key individuals, private foundations, government agencies and corporations that made the most significant contributions.

8. **Photos are important.** Every annual report should have photos, paintings, artwork from kids, etc. that reflect the passion and emotion of the mission and the programs. This is important not only to make the annual report interesting to read, but to move the reader to action.

9. **Quotes and stories.** Make sure when writing the report to use the active rather than passive tone and to use plenty of quotes and stories so the annual report comes alive to the reader.

10. **Thank-you and thank-you, and thank-you again.** You can't say thank-you enough! Just remember to thank your volunteers, your board, and your staff—NOT JUST your donors.



LIN Short Annual Report 2012

The LIN Center for Community Development would like to share with our donors, volunteers, NPOs and stakeholders our Short Annual Report for 2012. With your support and contribution, we have many achievements from the last year as follows:

[2012 Short Annual Report](#)

NPO Networking

Training Schedule in 2013 of Social Development Training Center (SDTC)

No.	Courses	Fee*/ Day	Durati on (day s)	T1	T3	T4	T5	T6	T7	T8	T9	T10	T11	T12
1	PRA: Participatory Rural Appraisal	\$20	4		11 - 14									
2	Project Proposal Writing Skills	\$20	4			01 - 04			15 - 18					
3	Partnerships in Multi-stakeholder Environment	\$20	3			22 - 24								
4	Participatory Project Planning	\$20	4				13 - 16							
5	Development Project Management	\$20	4					03 - 06				07 - 10		
6	Meeting Facilitation Skills with Multi-stakeholders	\$20	3					24 - 26						
7	Leadership Skills for NPOs/NGOs	\$20	3							05 - 07				
8	Development Project Evaluation	\$20	4							26 - 29				
9	Data Analysis and Report Writing Skills	\$20	4								16 - 19			
10	Fundraising in Enterprises, Individuals and Events	\$20	4									28 - 31		
11	Project Financial Management	\$20	4										18 - 21	

**Tuition does not include fee of certificate (\$7), lunch, accommodation, transportation...*