

Internal Network Rules

Internal Network Rules of the Greek Network of the Anna Lindh Foundation

The Greek Network referred to hereinafter as *National Network* or *the Network*.

I. THE HEAD OF NETWORK

The Hellenic Foundation for Culture is appointed as the Head of the Greek National Network by the Ministry of Foreign Affairs.

The Head of Network:

1. Acts as national coordinator of the Greek national network.
2. Acts as the official national representative of the Foundation in the country, as well as the representative of the Anna Lindh Foundation in Greece
3. Promote the Foundation's image as Euro-Mediterranean institution established for strengthening the regional dimension of the Euro-Mediterranean Partnership – Union for the Mediterranean in social, cultural, and human affairs (the Third Chapter of the Barcelona Declaration).
4. Manages Network membership; Identifies potential active actors of the civil society in the country, who can join the network;
5. Contributes to the development of the ALF annual and triennial programs. In this exercise, the Head will take into consideration the interests of its national network;
6. Supports and supervises training and capacity building for the national network;
7. Acts as a public relations agent, producing information material for dissemination, and contributing to the ALF website (mini-website);
8. Informs network members on the announcement of calls for proposals, co-organization of events, modalities, and procedures on how to apply;
9. Facilitates the search for project partners for the members of the network. In the development of partnerships with foreign partners, the Head of the network could pay particular attention to members having organizational or other kinds of difficulties in taking part in the ALF activities;

10. Assists the members of the network or other international partners in project development and project financial management; or directs the interested parties to the better-equipped members for assistance.
11. Encourages applications for project funding of the network;
12. Participates in the annual meeting of the ALF Heads of the network. Before this meeting, the Head shall organize a meeting of the members of the network, or ensure other appropriate forms of consultation and discussion at national level;
13. Coordinate with the ALF headquarters on a regular basis.

II. NATIONAL NETWORK MEMBERSHIP

1. The Greek National Network is independent and autonomous;
2. The Greek National Network is a permanent structure, part of the Anna Lindh Foundation Network that is acting in the frame of the Euro-Mediterranean Partnership;
3. The Network is open to all institutions, organizations, and other partners who adhere to the principles and the mission of the Anna Lindh Foundation as defined in art. II.1 of the ALF Statutes, which work on the basis of democratic, pluralistic, and multilateral values; first and foremost, the Network represents civil society's actors;
4. Its members could belong, as a rule, to the following categories: Individual members; NGOs; Public institutions, including local and regional authorities; public and private “not for profit” Foundations; other "for profit" partners promoting "not for profit" activities and corporate social responsibility policies; social enterprises; networks; associations; informal groupings;
5. The National Network reflects the diversity of its own civil society and is invited to associate partners involved in the ALF thematic fields as defined below: International/Cultural relations, Heritage, Religion, University and research institutes, Human Rights, Democracy and Community Development, Arts, Youth, Education, Gender, Environment/Sustainable Development, Media; entrepreneurship creative and social;
6. Once the applicants' membership is accepted, members are required to provide further information or/and supporting documents to the Greek Network. If they do not reply within

the deadline, their application is suspended for two months and if they continue to be unresponsive, their application is declined.

7. The Head of the Network retains the right or rejection membership applications as well as of exclusion of existing members when the concerned organizations do not comply with the mission of the Anna Lindh Foundation;

8. Membership applications are addressed to the Greek Head of Network, with a copy to the ALF Network Coordination Unit;

9. The Network can be considered valid if it includes at least 5 members;

10. The Head of the Network is entitled to provisionally limit the maximal size of the Network in order to consolidate it and improve its performance;

11. The Head of the Network, regularly addresses the members to reaffirm their membership, and reserves the right to expel members for non-active participation in the network, upon consultation with the focal points of the national network.

III. NATIONAL NETWORK STRUCTURE

- a) it can establish either ad-hoc or thematic committees operating as consultative bodies for the Head of the Network.
- b) It creates geographic focal points who assist in the operation and management of the network, functioning at a regional level to which they are part of.
- c) The Head of the network after consulting the approval of the members can delegate some of these responsibilities to some of its members. However, the head of the network maintains the responsibility for those activities delegated to the ALF secretary and to its members.

Since 2013, the NGO United Societies of the Balkans has been appointed by the Hellenic Foundation for Culture as co-head of the Network, and confirmed by popular vote of the members. The Co-Head shares with the Head all the responsibilities related to the internal management of the network.

The Co-Head:

1. Manages Network membership

2. Contributes to the development of the ALF annual and triennial programs
3. Organises and supports Training Programs and Capacity Buildings
4. Assists the members of the network in project development and project financial management
5. Dissemination of information (news of the members and the Network, Anna Lindh Foundation's activity, announcements of Calls for Proposals, etc) by e-mails, newsletters, posts on the website of the Foundation and the Network, and social media
6. Is responsible for the financial management of the network.

Due to the large dispersion of the members of the Network in Greece, for more efficient management, three focal points were established in three regions, North, South-West, and East with a Head in each. The Heads of the Focal Points are members of the Greek network and are either elected by the members of their regions or directly assigned, depending on the circumstances. They serve a three-year term with the possibility of extension. Their rights, obligations, and tasks arise from the needs of the Network and the respective contract with the Foundation and are defined by the mutual Agreement of Good Cooperation between the Heads of the Network and the Heads of the Focal Points.

IV. NATIONAL NETWORK MISSION

1. The National Network promotes the Euro-Mediterranean Partnership at the national and international level;
2. The National network will contribute to the development of the Foundation's priorities and programs, sharing the visions among other National Networks and with the ALF Headquarters;
3. The Network promotes common activities at the national level among Network members, in line with the objectives of the Network Development and Action Plan, designed in the framework of the ALF Network Support Scheme;
4. The Network uses for its activities the Anna Lindh Foundation label,
5. Network members can participate in ALF calls for proposals;
6. The Network members are entitled to receive regularly from the Head of the Network over the Call for Proposals and other calls, whereas the Head is the sole responsible for the

Development Support Scheme. The Head can and should consult with the members over the Development Plan which, before implementing, submitting should be approved by the Network.