

## COMPLEMENTARY INFORMATION AND LOGISTICS OF THE ENCOUNTER

### 1. - DATE OF THE ENCOUNTER:

The activities proper of the encounter will begin on Monday, October 5 in the morning and will end on Wednesday 7 in the afternoon.

For those who desire it, there will be the possibility of making a touristic visit a day before the encounter or a day after. You are only asked to indicate on your registration form that you are interested in this so as to foresee what is necessary, or if you prefer to do this on your own.

### 2. - PLACE AND INFORMATION FOR CONTACTING:

Address: Casa General de los HHMM  
Piazzale Champagnat,2  
EUR – ROMA - ITALIA  
Tel. +39.06.545171

Contact person in Rome: Br. Mario Meuti. ([mmeuti@fms.it](mailto:mmeuti@fms.it))  
Br. Ton Martínez. ([tmartinez@fms.it](mailto:tmartinez@fms.it))

### 3.- PROFILE OF THE PARTICIPANTS:

- Responsible of the Marist NGO
- Responsible for the Provincial Solidarity
- Other representatives named by the Br. Provincial

### 4.- SPECIFIC OBJECTIVES

1. To clarify the role of the different agents that participate in the animation of solidarity and promotion of the Rights of Children, at local level, at Continental level and from the Institute; sharing working plans, open dialogue and making agreements.
2. To promote the incorporation and sustained action of the themes of infancy in the NGO's and Marist organisms of solidarity of the Continent.
3. To establish agreements of collaboration and functioning to strengthen the work in nets among the Marist NGO's in the whole Institute, Organisms of Marist solidarity of the European Continent, FMSI, having the perspective of intercontinental collaboration.
4. To reflect beginning with the document on the image of solidarity that exists in the Marist Institute, in order to clarify positions, facts and ideas, introducing themes such as the perspective of rights in the projects and

actions in the defense and promotion of the rights of children. To establish agreements that can be shared and taken to other regions of the Institute.

5. To understand the differences that exist between a policy of protection of infancy of the Provinces and that of the NGO's. To provide a policy of protection of infancy proper for the NGO's. Reach agreements that unify the policy of the protection of infancy of the NGO's in the Institute.
6. To establish the bases for the functioning of the Marist Network of NGO's, identifying the objectives and the activities.

## 5. - FINANCING:

Each Province or NGO will be in charge of paying the expenses of travelling and board and lodging in the General House.

## 6. - TRANSLATION:

The encounter will take place in Spanish and English with simultaneous translation.

## 7.- TASKS FOR THE PARTICIPANTS:

**To be sent before the 20th of September to the following E-Mail address [m.mendoza@fmsi-onlus.org](mailto:m.mendoza@fmsi-onlus.org),  
For the NGO's:**

Provide the information asked for below on the NGO in a document not more than 4 or 5 pages long:

- a) Mission, vision, lines and programs of work
- b) Organization / organization or flow chart; legal personality of the organization
- c) Sources of financing; Does your juridical statute allow you to receive financing from outside?
- d) Network of external linking: With whom is the NGO linked (at local level, at national or international level)?, For what? Which are the criteria used for the linking?
- e) Location of the NGO, within the organization chart of the Province; relation with the Provincial organism of solidarity and organism of promotion of the rights of children (if it is different from the NGO)
- f) Achievements, difficulties and challenges

**For Provinces without NGO:**

Share in a document not longer than 4 or five pages long, the following information:

- a) Objectives of the area of solidarity, lines and programs of work of the Province;
- a) Organization /organization chart
- b) Network of external linking: With whom are you linked (at local level, national or international level)?  
For what? Which are the criteria used for the linking?
- c) Achievements, difficulties and challenges

**To present for the encounter:**

**NGO:** Presentation (Ppt) or video containing the information asked for in the previous section, on points a) d), f), Each participant will have maximum 20 minutes for the presentation.

**Provinces without a NGO:** Presentation (Ppt) or video containing the information asked for in the previous section, on points a), c) y d). Each participant will have a maximum of 10 minutes for the presentation.

## **8. - MATERIALS OF THE NGO AND SOUVENIRS:**

We invite you to bring materials to share, in regard to the work that the NGO carries out in case you have them; and also some souvenirs to share (Something typical of the country or of your place).

## **9.- CONFIRMATION OF PARTICIPATION:**

We remind you that we expect to receive your registration form the latest for **September 15** sending it to the E-Mail of [m.mendoza@fmsi-onlus.org](mailto:m.mendoza@fmsi-onlus.org), reminding you to indicate if you desire to take part in the touristic visit a day before the encounter begins or a day after it ends, possibly a visit to a Marist work (Do not specify anything if you want to do it on your own)

With illusion to continue to open the path, as Marists in Europe and in the World and trusting, knowing that our Good Mother accompanies us, we say good-bye.

Fraternally,

Mario Meuti y Manel Mendoza  
FMSI