

MOSQUE AWARDS 2008/2009

Youth-Friendly
Family-Friendly
Community-Friendly

SELF-ASSESSMENT CHECKLIST



Name of Mosque : _____

Date of Submission : _____

Submission Authorised by
Key Appointment Holders
(Names & Signatures) : _____

Participating Categories
(Please tick where appropriate) :

- Youth-Friendly
- Family-Friendly
- Community-Friendly

Explanatory Notes

- Each mosque is eligible to participate in more than 1 category.
- For each participated category, please submit to Secretariat (Muis) the Self-Assessment Checklist booklet AND supporting documents.
- All submission must reach EMC/HQ by 12 October 2009.
- Types of initiatives :



Key/Basic Initiatives

(These initiatives are regarded as “baseline” and applicable to all mosques)





Highly recommended initiatives






(These initiatives “good-to-have” and highly encouraged)

- All **key/basic initiatives** have a scoring from 0 until 30 points. Tick only ONE box.
- All **highly recommended initiatives** have a scoring from 0 until 10 points. Tick only ONE box.



Family-Friendly Initiatives




(a) Programmes / Services





Selection Criteria	Justification	Scoring (please tick one)
<p>1. Programmes for families who are not yet mosque <i>jemaah</i></p> 	<p>i. Conducted 3 or more outreach programmes with at least 2 follow-ups* after reaching out to them.</p> <p>ii. Conducted 2 outreach programmes with at least 1 follow-up* after reaching out to them.</p> <p>iii. Conducted 3 or more outreach programmes with no follow-up* after reaching out to them.</p> <p>iv. Conducted 2 outreach programmes with no follow-up* after reaching out to them.</p> <p>v. Did not conduct outreach programmes</p> <p>* Examples of follow-up : Call, email, letters, fliers and/or activities.</p>	<p><input type="checkbox"/> 30 pts</p> <p><input type="checkbox"/> 25 pts</p> <p><input type="checkbox"/> 15 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
<p>2. Programmes for families who are already mosque <i>jemaah</i> (Refer to families of MMB members, staff families, families of mosque madrasah etc)</p> 	<p>i. Conducted 3 or more family programmes. The programmes helped to develop families in 2 areas / values*.</p> <p>ii. Conducted 2 family programmes. The programmes helped to develop families in 1 area / value*.</p> <p>iii. Conducted 3 or more family programmes. The programmes ONLY focussed on bonding.</p> <p>iv. Conducted 2 family programmes. The programmes ONLY focussed on bonding.</p> <p>v. Did not conduct family programmes</p> <p>* Examples of areas / values : the programme promotes parent-child relationships, aims at educating families to pray outside apart from mosque or promotes volunteerism in the mosque etc.</p>	<p><input type="checkbox"/> 30 pts</p> <p><input type="checkbox"/> 25 pts</p> <p><input type="checkbox"/> 15 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>



<p>3. Family Based Islamic Learning (IL) programmes</p> 	<p>i. Conducted 6 or more family-based IL programmes/classes.</p> <p>ii. Conducted 1-5 family-based IL programmes/classes.</p> <p>iii. Do not conduct family-based IL programmes/classes at all.</p>	<p><input type="checkbox"/> 10 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
<p>4. Tahnik, Aqiqah and Tahlil services</p> 	<p>i. Provided all 3 services.</p> <p>ii. Provided at least 1 of the services (Tahnik or Aqiqah or Tahlil).</p> <p>iii. Did not provide Tahnik, Aqiqah & Tahlil services</p>	<p><input type="checkbox"/> 10 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
<p>5. Host marriage solemnisation (akad nikah)</p> 	<p>i. Offered to host solemnisation of marriages (akad nikah). Mosque also provided additional information on family-related programmes / places of reference if couples need further assistance in the future.</p> <p>ii. Offered to host solemnisation of marriages (akad nikah).</p> <p>iii. Did not provide such services.</p>	<p><input type="checkbox"/> 10 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
<p>6. Child-minding services</p> 	<p>i. Provided activities for children while parents are attending prayers / programmes by mosque. This service is made available on <u>ad-hoc basis</u>.</p> <p>ii. Did not provide child-minding services.</p>	<p><input type="checkbox"/> 10 pts</p> <p><input type="checkbox"/> 0 pts</p>
<p>7. Other customised programmes based on community needs e.g. jenazah services, mass berkhatan, marital counselling to couples, legal advise to families etc.</p> 	<p>i. Provide more than 3 types of customised programmes/services.</p> <p>ii. Provide 1-2 customised programme/service to families.</p> <p>iii. Did not provide any of such services at all.</p>	<p><input type="checkbox"/> 10 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
SUB-TOTAL		110 pts

(b) Systems and Infrastructure





Selection Criteria	Justification	Scoring (please tick one)
<p>1. Children's play or activity corner</p> 	<p>i. Clearly demarcated area as a playground or fun room, filled with toys and/or implements. With the following :</p> <ul style="list-style-type: none"> ◆ Easily accessible even during off-peak and outside syarahan times ◆ Signage ◆ Kept clean and tidy regularly 	<input type="checkbox"/> 30 pts
	<p>ii. Clearly demarcated area as a playground or fun room, filled with toys and/or implements. With the following :</p> <ul style="list-style-type: none"> ◆ Easily accessible even during off-peak and outside syarahan times ◆ Signage 	<input type="checkbox"/> 25 pts
	<p>iii. Clearly demarcated area as a playground or fun room, filled with toys and/or implements</p> <ul style="list-style-type: none"> ◆ Easily accessible even during off-peak and outside syarahan times 	<input type="checkbox"/> 15 pts
	<p>iv. Clearly demarcated area as a playground or fun room, filled with toys and/or implements</p>	<input type="checkbox"/> 5 pts
	<p>v. No such facility exists</p>	<input type="checkbox"/> 0 pts
<p>2. Notice boards on family matters</p> 	<p>i. Designated Notice Board in highly visible area. With the following :</p> <ul style="list-style-type: none"> ◆ List of upcoming programmes, activities, services for families and family-related issues/news. ◆ Updated regularly (at least once a month) ◆ Displays contact of Staff-in-charge / Programme ic 	<input type="checkbox"/> 30 pts
	<p>ii. Designated Notice Board in highly visible area, with :</p> <ul style="list-style-type: none"> ◆ List of upcoming programmes, activities, services for families and family-related issues/news. 	<input type="checkbox"/> 25 pts

	<ul style="list-style-type: none"> ♦ Updated regularly (at least once a month) 	
	<ul style="list-style-type: none"> iii. Designated Notice Board in highly visible area, with : <ul style="list-style-type: none"> ♦ List of upcoming programmes, activities and services for families and family-related issues/news. 	<input type="checkbox"/> 15 pts
	<ul style="list-style-type: none"> iv. Designated Notice Board in highly visible area 	<input type="checkbox"/> 5 pts
	<ul style="list-style-type: none"> v. No notice board 	<input type="checkbox"/> 0 pts
<p>3. Chairs for elderly / those who have physical disabilities to perform solat</p> 	<ul style="list-style-type: none"> i. Chairs / Stools are available at prominent and easily accessible place <ul style="list-style-type: none"> ♦ Clear signage ♦ Kept clean and tidy regularly 	<input type="checkbox"/> 30 pts
	<ul style="list-style-type: none"> ii. Chairs / Stools are available at prominent and easily accessible place <ul style="list-style-type: none"> ♦ Clear signage 	<input type="checkbox"/> 25 pts
	<ul style="list-style-type: none"> iii. Chairs / Stools are available at prominent and easily accessible place 	<input type="checkbox"/> 15 pts
	<ul style="list-style-type: none"> iv. Chairs available but not prominent or easily accessible 	<input type="checkbox"/> 5 pts
	<ul style="list-style-type: none"> v. No chairs available 	<input type="checkbox"/> 0 pts
<p>4. Family Life Ambassador (FLA) under MCYS</p>  <p>http://fcd.ecitizen.gov.sg/FamilyLifeAmbassadors/AboutFLA/</p>	<ul style="list-style-type: none"> i. Mosque is listed as an FLA Organization <ul style="list-style-type: none"> ♦ Mosque conducted the minimum 12 hours of family education initiatives (attach FLA completed Progress Monitoring Form as documentary evidence) 	<input type="checkbox"/> 10 pts
	<ul style="list-style-type: none"> ii. Mosque is listed as an FLA Organization 	<input type="checkbox"/> 5 pts
	<ul style="list-style-type: none"> iii. Mosque does not sign up as an FLA 	<input type="checkbox"/> 0 pts
<p>5. 1st stop centre for Islamic Learning programmes & services</p> 	<ul style="list-style-type: none"> i. A directory of formal and informal IL programmes & services in the neighbourhood is available <ul style="list-style-type: none"> ♦ Directory was disseminated/informed to mosque jemaah. 	<input type="checkbox"/> 10 pts
	<ul style="list-style-type: none"> ii. A directory of formal and informal IL programs & services in the 	<input type="checkbox"/> 5 pts

	neighbourhood is available	
	iii. No directory listing of any IL programmes and services in the neighbourhood	<input type="checkbox"/> 0 pts
6. A consolidated database of families who has participated in mosque activities 	i. Mosque has a database of families who participated in mosque activities. ♦ Mosque regularly communicated with them via website/blog, emails, flyers or SMSes.	<input type="checkbox"/> 10 pts
	ii. Mosque has a database of families who participated in mosque activities.	<input type="checkbox"/> 5 pts
	iii. No such database available	<input type="checkbox"/> 0 pts
7. Family Resource Corner 	i. An area that promotes a conducive learning environment, with the following: ♦ Easily accessible to <i>jemaah</i> and public ♦ Available materials may include books, magazines, AV materials, educational toys etc	<input type="checkbox"/> 10 pts
	ii. An area that promotes a conducive learning environment. ♦ Easily accessible to <i>jemaah</i> and public	<input type="checkbox"/> 5 pts
	iii. No family resource corner exists	<input type="checkbox"/> 0 pts
8. Family "Sleepovers" (This facility/service is provided only with mosque's programmes. It is not intended to encourage public members to "sleep" in the mosque.) 	i. Mosque provided facilities/services for family who attended an overnight programme in the mosque (e.g. <i>qiyam</i>) ♦ Mosque organized programmes such as movie screening, <i>tazkirah</i> with <i>qiyam</i>	<input type="checkbox"/> 10 pts
	ii. Mosque provided facilities/services for family who attended an overnight programme in the mosque (e.g. <i>qiyam</i>)	<input type="checkbox"/> 5 pts
	iii. The mosque has no such facilities or services	<input type="checkbox"/> 0 pts
9. Family Seating Area 	i. A suitable and clearly demarcated area for families to sit together to listen to <i>syarahans</i> . ♦ The area could be set-up on <u>ad-hoc basis</u> during <i>syarahans</i> , whenever necessary ♦ Clear directional signs and notices	<input type="checkbox"/> 10 pts

	ii. A suitable and clearly demarcated area for families to sit together to listen to <i>syarahans</i> . <ul style="list-style-type: none"> ◆ The area could be set-up on ad-hoc basis during <i>syarahans</i>, whenever necessary 	<input type="checkbox"/> 5 pts
	iii. The mosque has no such designated area	<input type="checkbox"/> 0 pts
10. Family Praying Area (The usage of family praying area is intended for prayers outside the congregational times.) 	i. A suitable designated area for families (parents and children) to pray together <ul style="list-style-type: none"> ◆ Preferably designated within the iktikaf area and available outside the main prayer times ◆ Area could be set-up on ad-hoc basis ◆ Clear directional signs, structures (e.g. separator) and other items necessary (e.g. prayer mats, telekungs) 	<input type="checkbox"/> 10 pts
	ii. A suitable designated area for families (parents and children) to pray together <ul style="list-style-type: none"> ◆ Preferably designated within the iktikaf area and available outside the main prayer times ◆ Area could be set-up on ad-hoc basis 	<input type="checkbox"/> 5 pts
	iii. The mosque has no such designated area	<input type="checkbox"/> 0 pts
11. Family Friendly Service Standards 	i. SOP/guidelines describing how mosques should manage its customers and clients, especially families and children <ul style="list-style-type: none"> ◆ MMB, Staff and Activists have been informed of such SOP/guidelines 	<input type="checkbox"/> 10 pts
	ii. SOP/guidelines describing how mosques should manage its customers and clients, especially families and children	<input type="checkbox"/> 5 pts
	iii. No such standards or guidelines	<input type="checkbox"/> 0 pts
SUB-TOTAL		170 pts

(c) People

Selection Criteria	Justification	Scoring (please tick ONE)
1. Commitment to family-oriented training programmes/courses 	i. Relevant mosque staff attended at least 8 hours of family-oriented training (e.g. training on parenting, family education etc) ii. Mosque Staff attended less than 8 hours of family-oriented training iii. No training provided / staff did not attend such training	<input type="checkbox"/> 10 pts <input type="checkbox"/> 5 pts <input type="checkbox"/> 0 pts
2. "Keluarga Masjid" Scheme 	i. Mosque provided membership facilities with its privileges to connect and strengthen relationships of jemaah with the mosque ii. No such scheme available	<input type="checkbox"/> 10 pts <input type="checkbox"/> 0 pts
3. Parents Support Group 	i. Set up a support group for parents eg: Mendaki's Family Excellence Circle, (Keluarga Akrab) and Kumpulan Sokongan Ibu Bapa (KSI) initiated by ROMM. Had regular sessions / activities. ii. Parent Support Group for families available but not active. iii. No Parent Support Group in the mosque	<input type="checkbox"/> 10 pts <input type="checkbox"/> 5 pts <input type="checkbox"/> 0 pts
4. Social/Family Development Officer (SDO/FDO) 	i. Presence of SDO/FDO or dedicated staff to plan/organize activities/events for families ii. No SDO / FDO or dedicated staff on family programmes in the mosque	<input type="checkbox"/> 10 pts <input type="checkbox"/> 0 pts
SUB-TOTAL		40 pts

Bonus

If your mosque has additional creative initiative(s) which are not listed in the checklist and has/have value-add your mosque to be family-friendly, you may wish to include them below.

Selection Criteria	Justification	Scoring (For Official)

SUMMARY :

For mosque

Family-Friendly Category	Scoring (points)	
	Mosque's Performance	Overall
Programmes / Services		110
System & Infrastructure		170
People		40
GRAND TOTAL		

Congratulations for completing Family-Friendly Assessment category!



Official




Name of mosque : _____
 Category : A / B

Family-Friendly Category	Scoring (points)		
	Overall	Mosque's Performance (points)	Conversion
Programmes / Services	110		
System & Infrastructure	170		
People	40		
Bonus (if any)			
GRAND TOTAL	320		
Grading for Family-Friendly			




Youth-Friendly Initiatives


(a) Programmes / Services

Selection Criteria	Justification	Scoring (please tick one)
<p>1. Outreach programmes for yet-to-be-connected youths</p> 	<p>i. Conducted 3 or more outreach/engagement programmes with at least 2 follow-up*.</p> <p>ii. Conducted 2 outreach/engagement programmes with at least 1 follow-up* after reaching out to them.</p> <p>iii. Conducted 3 or more outreach/engagement programmes with no follow-up*.</p> <p>iv. Conducted 2 outreach/engagement programmes with no follow-up* after reaching out to them.</p> <p>v. Did not conduct outreach/engagement programmes at all</p> <p>* Examples of follow-up : Call, email, letters, flyers and/or activities.</p>	<p><input type="checkbox"/> 30 pts</p> <p><input type="checkbox"/> 25 pts</p> <p><input type="checkbox"/> 15 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
<p>2. Programmes for youths who are already mosque jemaah (Refer to youth committee members, students of mosque madrasahs)</p> 	<p>i. Conducted 3 or more youth programmes. The programmes helped to develop youths in 2 areas / values*.</p> <p>ii. Conducted 2 youth programmes. The programmes helped to develop youths in 1 area / value*.</p> <p>iii. Conducted 3 or more youth programmes. The programmes ONLY focused on bonding.</p> <p>iv. Conducted 2 youth programmes. The programmes ONLY focused on bonding.</p> <p>v. Did not conduct any youth programmes at all</p> <p>* Examples of areas / values : the programme promotes leadership skills, life skills, promote volunteerism in the mosque, etc.</p>	<p><input type="checkbox"/> 30 pts</p> <p><input type="checkbox"/> 25 pts</p> <p><input type="checkbox"/> 15 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>




<p>3. Runs a.L.I.V.E programmes</p> 	<p>i. Officially recognized as an aL.I.V.E. Centre of Excellence (ACE) by Muis</p> <p>ii. Currently conducting at least 2 aL.I.V.E. Academic Year Programmes (Kids, Tweens, Teens or Youth) and has obtained at least 50% for the aL.I.V.E. Centre Evaluation (based on the scores released by the Youth Development Cluster during the assessment period).</p> <p>iii. Currently conducting at least 1 aL.I.V.E. Academic Year Programmes.</p> <p>iv. Has conducted the aL.I.V.E. Hoilday Programme</p> <p>v. Has not conducted any aLIVE programme</p>	<p><input type="checkbox"/> 30 pts</p> <p><input type="checkbox"/> 25 pts</p> <p><input type="checkbox"/> 15 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
<p>4. High visual impact programs (HVI) (Eg of HVI are RYC, Alunan Kasih, 8-minutes etc)</p> 	<p>i. Organized 1 HVI programs for youths at the national level.</p> <p>ii. Organized 1 HVI programs for youths at the local/district/cluster level.</p> <p>iii. Did not organize HVI programs for youths at the local/district/cluster or national level.</p>	<p><input type="checkbox"/> 10 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
<p>5. Collaboration with other educational institutions and community-based resources</p> 	<p>i. Conducted 1 programme in partnership with an educational / community-based agency with follow-up programme / activity.</p> <p>ii. Conducted 1 programme in partnership with an educational / community-based agency. Ad-hoc in nature.</p> <p>iii. Did not conduct any programme in partnership with an educational / community-based agency.</p>	<p><input type="checkbox"/> 10 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
SUB-TOTAL		110 pts


(b) Systems and Infrastructure

Selection Criteria	Justification	Scoring (please tick one)
1. Notice boards on and for the youths 	i. Designated Notice Board in highly visible area <ul style="list-style-type: none"> ◆ List of upcoming programmes, activities and services for families ◆ Displays contact of YDO / Youth i/c ◆ Updated regularly (at least once a month) 	<input type="checkbox"/> 30 pts
	ii. Designated Notice Board in highly visible area <ul style="list-style-type: none"> ◆ List of upcoming programmes, activities and services for youths ◆ Displays contact of YDO / Youth i/c 	<input type="checkbox"/> 25 pts
	iii. Designated Notice Board in highly visible area <ul style="list-style-type: none"> ◆ List of upcoming programmes, activities and services for youths 	<input type="checkbox"/> 15 pts
	iv. Designated Notice Board in highly visible area	<input type="checkbox"/> 5 pts
	v. No such notice board	<input type="checkbox"/> 0 pts
2. Youth Friendly Service Standards 	i. SOP/guidelines describing how mosques should manage its youth customers and clients exist. <ul style="list-style-type: none"> ◆ MMB, Staff and Activists have been informed of such SOP/guidelines 	<input type="checkbox"/> 10 pts
	ii. SOP/guidelines describing how mosques should manage its youth customers and clients exists	<input type="checkbox"/> 5 pts
	iii. No such standards or guidelines	<input type="checkbox"/> 0 pts
3. Consolidated database of youths who participated in mosque activities 	i. Mosque had a database of youths who participated in mosque activities (other than the mosque madrasah & aLIVE programmes) <ul style="list-style-type: none"> ◆ Mosque regularly communicated with these youth via website/blog, emails, 	<input type="checkbox"/> 10 pts

	flyers or SMSes.	
	ii. Mosque had a database of youths who participated in mosque activities (other than the mosque madrasah & aLIVE programmes)	<input type="checkbox"/> 5 pts
	iii. No such database exists	<input type="checkbox"/> 0 pts
4. Clearly Designated youth area 	i. Clearly demarcated and visible area for youths/students to conduct activities ♦ Kept clean and tidy regularly	<input type="checkbox"/> 10 pts
	ii. Clearly demarcated area for youths/students to conduct activities	<input type="checkbox"/> 5 pts
	iii. No such area exists	<input type="checkbox"/> 0 pts
SUB-TOTAL		60 pts

(c) People

Selection Criteria	Justification	Scoring (please tick one)
1. A youth committee 	i. A youth committee with clear organisational structure. <ul style="list-style-type: none"> ◆ 50% of committee members had attended at least 1 leadership training programmes (e.g. ITQAN, external leadership programme etc) ◆ Had a well-structured developmental pathway for youths ◆ Had organised at least 1 programme to engage other youths. 	<input type="checkbox"/> 30 pts
	ii. A youth committee with clear organisational structure. <ul style="list-style-type: none"> ◆ 50% of committee members had attended at least 1 leadership training programmes (e.g. ITQAN, external leadership programme etc) ◆ Had organised at least 1 programme to engage other youths. 	<input type="checkbox"/> 25 pts
	iii. A youth committee with clear organisational structure. <ul style="list-style-type: none"> ◆ Had organised at least 1 programme to engage other youths. 	<input type="checkbox"/> 15 pts
	iv. A youth committee exists.	<input type="checkbox"/> 5 pts
	v. No youth committee	<input type="checkbox"/> 0 pt
2. Commitment to training on Youth Development 	i. Relevant mosque staff (e.g. YDO, MRO, etc) undergo at least 8 hours of training on Youth Development (e.g. Youth Leadership camp, etc) ii. Received training but not specific to youth development iii. No training at all / staff did not attend	<input type="checkbox"/> 10 pts <input type="checkbox"/> 5 pts <input type="checkbox"/> 0 pts
3. Youth Development Officer (YDO) 	i. Dedicated staff who was responsible for youth outreach, planning and coordinating developmental programs for youths ii. No YDO officer	<input type="checkbox"/> 10 pts <input type="checkbox"/> 0 pts

<p>4. Youth <i>bilal & imam</i></p> 	<p>i. Youths led prayers in at least 2 mosque's events / programmes.</p> <p>ii. Youths performed adzan in at least 2 mosque's events / programmes.</p> <p>iii. No Youth leading or calling for prayers</p>	<p><input type="checkbox"/> 10 pts</p> <p><input type="checkbox"/> 5 pts</p> <p><input type="checkbox"/> 0 pts</p>
SUB-TOTAL		60 pts

Bonus

If your mosque has additional creative initiative(s) which are not listed in the checklist and has/have value-add your mosque to be youth-friendly, you may wish to include them below.

Selection Criteria	Justification	Scoring (For Official)

SUMMARY :

For mosque

Youth-Friendly Category	Scoring (points)	
	Mosque's Performance	Overall
Programmes / Services		110
System & Infrastructure		60
People		60
GRAND TOTAL		

Congratulations for completing Youth-Friendly Assessment category!




Official

Name of mosque : _____
 Category : A / B



Youth-Friendly Category	Scoring (points)		
	Overall	Mosque's Performance (points)	Conversion
Programmes / Services	110		
System & Infrastructure	60		
People	60		
Bonus (if any)			
GRAND TOTAL	230		
Grading for Youth-Friendly			

Community-Friendly Initiatives


(a) Programmes / Services

Selection Criteria	Justification	Scoring (please tick one)
1. Organised/Received visits from non-Muslim visitors 	i. Organised more than 2 programmes / activities to bring Non-Muslims visitors to familiarise with mosque, its role and contributions to the community. ii. Organised 2 programmes / activities to bring Non-Muslims visitors to familiarise with mosque, its role and contributions to the community. iii. Organised 1 programme / activity to bring Non-Muslims visitors to familiarise with mosque, its role and contributions to the community. iv. Received Non-Muslims visitors to the mosque. v. Did not organise / receive visits for/from Non-Muslim visitors.	<input type="checkbox"/> 30 pts <input type="checkbox"/> 25 pts <input type="checkbox"/> 15 pts <input type="checkbox"/> 5 pts <input type="checkbox"/> 0 pts
2. Network with social service, civic agencies and other relevant community-based resources 	i. Conducted 1 programme in partnership with a social service / community-based agency with follow-up programme / activity. ii. Conducted 1 programme in partnership with a social service / community-based agency. Ad-hoc in nature. iii. Did not conduct any programme in partnership with a social / community-based agency.	<input type="checkbox"/> 10 pts <input type="checkbox"/> 5 pts <input type="checkbox"/> 0 pts
3. A "Rahmatan Lil Alamin" project 	i. Participated in RLA signature event in 2008-2009. And organised 2 RLA projects at mosque level. ii. Participated in RLA signature event in 2008-2009. And organised 1 RLA project at mosque level. iii. Did not conduct any RLA project.	<input type="checkbox"/> 10 pts <input type="checkbox"/> 5 pts <input type="checkbox"/> 0 pts
SUB-TOTAL		50 pts

(b) System and Infrastructure

Selection Criteria	Justification	Scoring (please tick one)
1. Service standards towards non-Muslim guests 	i. SOP/guidelines describing how mosques should manage its non-Muslim guests ♦ MMB, Staff and Activists have been informed of such SOP/guidelines	<input type="checkbox"/> 10 pts
	ii. SOP/guidelines describing how mosques should manage its non-Muslim guests	<input type="checkbox"/> 5 pts
	iii. No such standards or guidelines	<input type="checkbox"/> 0 pts
2. Qaryah networks 	i. There is an active qaryah network in the neighbourhood (List of activities that their neighbourhood qaryah has conducted) ♦ Mosques are engaged with their qaryah network through various formal links and set-up (e.g. mosque has conducted at least 1 joint activity/programme at the qaryah level)	<input type="checkbox"/> 10 pts
	ii. There is an active qaryah network in the neighbourhood (List of activities that their neighbourhood qaryah has conducted) ♦ Has a directory and map of the qaryah network within the mosque neighbourhood	<input type="checkbox"/> 5 pts
	iii. No new qaryah established or no contact and engagements with pre-existing qaryah networks	<input type="checkbox"/> 0 pts
SUB-TOTAL		20 pts

(c) People

Selection Criteria	Justification	Scoring (please tick one)
1. MMBs represented in grassroots/external organizations 	i. A representative from the mosque chairs in a committee of grassroots body (e.g. IRCC, MAEC, RC, etc) ii. A representative from the mosque sits in the committee of grassroots body iii. No representatives in committee of grassroots body	<input type="checkbox"/> 10 pts <input type="checkbox"/> 5 pts <input type="checkbox"/> 0 pts
SUB-TOTAL		10 pts

Bonus

If your mosque has additional creative initiative(s) which are not listed in the checklist and has/have value-add your mosque to be community-friendly, you may wish to include them below.

Selection Criteria	Justification	Scoring (For Official)

SUMMARY :

For mosque

Community-Friendly Category	Scoring (points)	
	Mosque's Performance	Overall
Programmes / Services		50
System & Infrastructure		20
People		10
GRAND TOTAL		

Congratulations for completing Community-Friendly Assessment category!

Official

Name of mosque : _____
 Category : A / B

Community-Friendly Category	Scoring (points)		
	Overall	Mosque's Performance (points)	Conversion
Programmes / Services	50		
System & Infrastructure	20		
People	10		
Bonus (if any)			
GRAND TOTAL	80		
Grading for Community-Friendly			

List of MMBs & Staff who participated in the self-assessment:

No.	Name	Designation	Category
1			
2			
3			
4			
5			
6			
7			
8			
9			
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THANK YOU