

Hello amazing team,

Winter is coming and we know especially during these challenging times giving back is even more important. Due to the sanitary crisis we have developed a new giving back model to make sure we make it easy for all of you to contribute in a safe way, and respecting social distancing. We are ready to launch our **Giving Back days** targeted for **16,17 & 18 December**, where we would be helping a series of NGOs in Belgium via specific activities, namely 1) Collect gift boxes, 2) Coordinate collections and 3) Giving Skills..



EVERYONE CAN CONTRIBUTE IN THE FOLLOWING WAYS:

Gift Boxes/Collects

1. Everyone deserves a Christmas present. We have therefore asked NGOs what kind of goods we could help them with. They have requested **books, school material (pens, binders, etc), toys, shoes and clothes**. The detailed list can be found here as well as the Cisco ambassadors of the NGOs. We can use your help! First, we invite everyone to take a look around their house and collect books, school material (pens, binders, etc), toys, shoes and clothes that you could donate to the NGOs. Your gift boxes/collects can be dropped off either at the Cisco office or a regional collection point. Regional collection points will be announced the weeks starting December 14.
2. Second, we are looking for volunteers for following regions (Ghent – Hasselt – Liège – Charleroi – Mons) to **act as “regional collection point”** so that your colleagues in the area can drop of the goods at your house. The respective Cisco ambassador will pick up the goods required for his/her NGO. The ambassadors will then make sure your donations get delivered to the NGO.

Giving Skills

3. Several NGO’s could also **use your expertise and skills**. They would need help with marketing, communication, re-branding their websites/Facebook, translation,... For this option multiple sessions will take place and spread over January, and conducted fully remote/virtual.

All BeLux Cisco employees and contractors can now sign up to their favorite activity. In the giving back platform, you will find a description, the cause, the location and how you can contribute to the giving back activity (including a small introduction movie made by the NGO). You can see who has already registered, how many free slots are available for each activity and find the team leader for each activity who can give you more information if you may need.

Please remember that registration will be on a first come, first served basis and places are limited – hence, hurry up and register now to your favourite activity.

If you have further questions reach out to your ambassadors:

Koenraad Van Vandommele, Yves De Croock, Steve Vanderpoorten, Daniela Florianu, Pascale Jacobs

**As usual, please do remember to ask Cisco for matching of your volunteering and/or your donations; any questions, please contact the connectedbelux@cisco.com mailer list; we are actively busy increasing the number of approved organizations and are working with the corporate team to make it easier to request Cisco matches for volunteering hours and/or donations:

- Participation in a team volunteering activity with an approved organization will be matched at \$10/hr. (USD)
- Donations of just \$1 to an approved organization will be matched.
- Your match limit of up to \$10,000 is available all year and resets on 1 January.

Arnaud and Elisabeth - On behalf of the Board

GIVING BOXES



CISCO NGO	YES	YES	YES	YES	YES
NON PROFIT	Chapelle De Bourgogne	Ecole Désiré Denuit	Fedasil NOH	Maison de Quartier Buanderie	Resto du Cœur Wavre
AMBASSADOR	Koenraad Vandommele	Steve Vanderpooten	Daniela Florianu	Catherine Gregory	Pascale Jacobs
THEME	Childhood - Boys	Education	Refugees	Inclusion	Inclusion
BENEFICIARIES	Children from 6 to 12	Children from 5 to 12 years old	12 to 18 years old	Isolated, disadvantaged, unemployed, elderly or disabled people.	216 adults - 46 teenagers - 56 children - 6 babies
NUMBER	43	75	80	50	324
LANGUAGE	FR	FR	EN	FR	FR
CONTACT	Katty Lootens	Francoise Deweerdt	Laurent Deweze	Catherine Chabala	Agnes Dutordoir
PHONE	02 373 50 61	0472 13 01 68	0474 89 56 04	02 546 22 82	477 89 82 18
E-MAIL	klootens@chapbg.be	ecolesdesiredenuit@outlook.be	laurent.deweze@fedasil.be	Catherine.Gregoire@lmdq.be	agnes.dutordoir@rdcwavre.org
BOOKS	Books & Comics	Books for children aged 5 to 12	Books for children aged 10 to 17		
TOYS & GAMES	Cooperation games for 6-12 years old	Board games from 5 to 12 (for 8 classes minimum)	For 14 to 17 years old	Children's games: 7x aged 2, 8x aged 3, 2x aged 4 4x aged 5, 4x aged 6, 5x aged 7, 5x aged 8, 5x aged 9, 2x aged 10, 2x aged 11, 5x aged 12, 1x aged 13	
SHOES	from 38 to 39 and from 45 to 46 - for teenagers	from 28 to 42	from 38 to 43 for 14-17 years old		
CLOTHING	New socks	Boys jackets	For 14 to 17 years old: girls and boys		
OTHER	Lunch box	Expand the library for children's and children's literature.			Laundry products (small and large content) Shampoo (small and large) Sanitary towels Diaper protection (adolescent / adult)
SCHOOL MATERIALS	YES	YES	YES pens, A5 notebooks, pencils, posca markers		
BISCUITS / CHOCOLATE / FOOD	YES	YES	YES but be careful with what contains pork gelatin, alcohol	Chocolat - biscuits for children: 7x aged 2, 8x aged 3, 2x aged 4 4x aged 5, 4x aged 6, 5x aged 7, 5x aged 8, 5x aged 9, 2x aged 10, 2x aged 11, 5x aged 12, 1x aged 13	- Cheese and yogurt (to see how to keep cool during harvest, and the longest possible consumption date) - Gluten-free products (rice, dough, cookies, flour).

Volunteering activity of regional collection point for the following regions: Ghent – Hasselt – Liège – Charleroi – Mons

GIVING SKILLS

CISCO NGO	YES	NO	NO
NON-PROFIT	Gentse Spruiten	Ecole Sainte Marie	L'autre jardin
AMBASSADEUR	Angelique De Vos	Thais Bueno Rocha	Sylvie Lanier Temmerman
THEME	Inclusion	Education	Handicap & Environnement
BENEFICIAIRES	.	72 nursery school and 169 primary school	Children with disabilities
NOMBRE	.	241	20
LANGUE	NL	FR	FR
CONTACT	Jovita Goldschmidt	Vincent Macaux	Luc Vermeesch
PHONE	0491 90 24 24	0475 90 73 60	0495 58 83 90
E-MAIL	gentsespruiten@gmail.com	vinmacaux@yahoo.fr	luc.vermeesch@hotmail.com
KEY WORDS	Website - Marcom	Com & Translations	Communication & writing
SKILLS DEMAND	<p>Our website needs updating, requires someone knowledgeable of Rapidweaver</p> <ul style="list-style-type: none"> - Brainstorm Marketing / Positioning - Babytheek website - Adding tags and key words to items (both English and Netherlands) 	<p>Communication (advertising) about the school due to the loss of enrollment, French / Portuguese / Arabic translation</p>	<p>Communication :</p> <ul style="list-style-type: none"> - The use of different media (web, FB, e-mail newsletter, etc.) - What content when, frequency, - How to better communicate with our different audiences" (young adults with disabilities, their entourage / parents, our partners, our supporters,