



Application Form for Small Grants Proposals to Facilitate The Betterment Of South African Based Community Initiatives Whose Focus Is On The Care For And Education Of Children

Partnering with the private and public sector regarding the betterment of South African children is crucial in for equal participation. This application form targets Community Initiatives (NPO) whose focus is the care for and education of children. If your Initiative corresponds to the following criteria and requires financial support to fund sustainable projects, please fill out this application form providing you meet the below requirements.

1) Criteria for NPO selection:

- a) NPO based in South Africa;
- b) Experience of NPO in advocating for the betterment of the lives of children through places of safety and education;

* Other elements such as project reach across gender, ethnic and social diversity will also be considered in the final selection of grantees.

2) **Only NPOs can apply.** NPOs are defined as not-for-profit organizations including Non-Governmental Organizations (NGOs), community groups, trade unions, indigenous groups, charitable organizations, faith-based organizations, professional associations and foundations. Profit making organizations will not be eligible.

3) Please note that only one grant of up to R50,000 can be awarded per selected NPO.

4) Due to the limited number of grants, priority in the selection process will be given to NPOs which have not yet or don't received a grant from the public or private sector.

5) The form should be returned no later than **30 March (window opens 1st March) or 30 September (window opens 1st September)**, to the following email address services@100abc.co.za in a PDF or Word format. Applications submitted outside of the window period will be automatically rejected.

Application Form for Small Grant

CHECKLIST

Please make sure your application satisfies all the criteria specified in the below checklist.

	YES	NO
Duly completed applicant information		
Duly completed project information		
Duly completed logical framework		
Duly completed work plan		
Proposal budget (Excel Format)		
Complete bank information provided		
Copy of registration certificate/s		
Audited and/or financial statements for the last fiscal year (in the absence of audited statements, any other official document demonstrating the annual income of the previous year will be accepted)		
CV & ID of the person who will be the driver of the project		

Full Project Proposal

The following template shall be used for the elaboration of the full project proposal. Please complete ALL sections below. Please consider the following before completing the project proposal:

- Be clear about what you want to achieve and how you propose to do it**
- Write clearly and accurately**
- Ensure the budget relates to outputs listed**

1. APPLICANT INFORMATION

Organization Name:	
Registration Number with your Government and date of registration:	
Representative's Details:	
First and Last Name:	
Full Address:	
Contact information (tel, email, etc.):	
Position in the organization:	
Languages spoken:	

1.1. Describe the organization's activities in the child care and child education area

(Please give details about your experience within the NPO sector and your ability to roll-out funding of projects, the management of this and report back on this) (max 300 words)

1.2. Staff involved in the project

(Please provide information on the number and the expertise of the staff involved. Indicate any experience in the NPO sector as well as project roll-out and project management and project reporting). Please attach the CV of the person who will be the main contact for the project and a link to your organization's website.)

1.3. Prior experience in working with Project Funding

(Please mention any project(s) in the last 3 years which were funded. Provide name of the donor organisation, size of the grant received, date, duration and location of the project and a brief description.)

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2. PROJECT INFORMATION

Project title	
Grant amount requested from 100ABC in ZAR	<i>(The amount requested should not exceed ZAR50,000)</i>
Total cost of the proposal	<i>(Different from the Grant amount requested from 100abc if additional funding is secured. In this case, please provide evidence of the secured additional funding.)</i>
Location of the project	<i>(Please indicate place and country and justify the regional reach)</i>
Project dates	<i>(Please note that completion will need to be August the same year (for the March window) and February the following year (for the November window)</i>

2.1. Project summary <i>(No more than 200 words)</i>

2.2. Activities to be implemented (gender and age) <i>(Please describe the project activities.)</i>

2.3. Project end-beneficiaries and role of the community. State if you are working in cooperation with other organizations (if yes, which organizations, what sector, how do you cooperate etc...)

(Please provide information on the targeted beneficiaries (vulnerable and at-risk groups). Give a rough estimate of how many people the project will be able to reach/support. Please describe how the community will be involved in the project. Also explain how (if at all) you are cooperating/or plan to cooperate with other organizations in your planned activities.)

2.4. Relevance of the project activities to the specific needs of the target group (Child care and Child education)

(Please describe the needs and constraints of the target group and how the project activities relate to them)

2.5. Specific objective(s) of the project

(Please define objectives that are specific, measurable, achievable, relevant and time-bound.)

2.6. Expected results of the project

(Please explain what the expected outcome of the proposed project will be on the situation of end-beneficiaries. More specifically, describe how you intend to gain visibility, support and the leverage needed to achieve the impact you seek)

2.7. Monitoring provisions and performance indicators

(Please explain how your organization will monitor the implementation and performance of the project and indicate one or more indicators per activity that will be used to assess the progress and performance of the project, and the achievement of the expected results.)

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2.8. Sustainability

(Please describe what the prospects are for the benefits of the project being sustained after the funding ends. What measures are being put in place to ensure sustainability?)

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2.9. Added value and cost-effectiveness

(Please describe the added value of the proposed project and its cost-effectiveness)

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2.10. Resource mobilization

*(Please describe any planned activities to attract additional funding for your organization/
project)*

3. LOGICAL FRAMEWORK FOR THE PROJECT (max. 2 pages)

	Project Proposal	Indicators	Verification	Assumptions and Risks
Overall Objective	<i>What is the overall objective to which the project will contribute?</i>	<i>What are the key indicators related to the overall objective?</i>	<i>What are the sources and means of information for these indicators?</i>	
Specific Objective(s)	<i>What specific objective will the project achieve to contribute to the overall objective?</i>	<i>What indicators clearly show that the objectives of the action have been achieved?</i>	<i>What are the sources and means of information that exist or can be collected?</i>	<i>What factors and conditions outside the project's responsibility are necessary to achieve that objective? (external conditions)</i> <i>Which risks should be taken into consideration?</i>
Expected Results	<i>What are the expected results?</i>	<i>What are the indicators to measure if and to what extent the project achieves the expected results?</i>	<i>What are the sources and means of information for these indicators?</i>	<i>What external conditions must be met to obtain the expected results on schedule?</i>

4. WORKPLAN (max. 2 pages)

Expected Results	Main Planned activities	Implementation period												Responsible party	Amount in ZAR		
		Months													Year		
		1	2	3	4	5	6	7	8	9	10	11	12		100ABC	Others	

5. BUDGET

Please fill in and attach an Excel sheet.

6. BANK INFORMATION

Bank Name	
Bank Branch	
Bank Address	
Bank Contact Number	
Account Holder	
Account Number	

7. ADDITIONAL DOCUMENTS

Please provide, along with your application, the following documents:

- A copy of the Certificate of Registration from your organization;
- A copy of your organization's last year audited financial statement;
- A CV of the person who will be the main contact for the project.

Signature : _____

Date (dd/mm/yy): _____

N.B. Selected NPOs will only be disbursed an amount determined by 100ABC. Expenses beyond these amounts will be the sole responsibility of the participant.