KANGNAS SED COMMUNITY FUND
GRANT APPLICATION FORM
(Social and Economic Development - SED)

This Community Fund has been established to invest in Social and Economic Development (SED) Initiatives that supports the vision of Kangnas Wind Farm. Applications are welcome from small and emerging initiatives and organisations in Bergsig, Carolusberg, Concordia, Matjieskloof, Nababeep, Okiep, Fonteintjie, Springbok and Vaalwater. The above towns will get preference, however organisations within the district will not be discouraged to apply. Please complete all sections in detail with necessary attachments. Incomplete applications will not be considered.

1. Who can apply?

Local non-profit organisations[1] and social enterprises[2] based in the communities who are registered and have demonstrated a track record can apply: partner communities can apply, ie:

- Community based organisations (CBOs);
- Small/ emerging organisations;
- Forums/ Clubs, Community Policing Forums
- Cultural Groups;
- Social Enterprises;
- Co-operatives;
- Collaborations for Special Events (e.g. festivals);
- Any other relevant community organisation.

2. Requirements

- The organisation/ group must be based in partner communities and respond to priorities identified by the community;
- It must be active for at least 3 months with existing projects/ activities;
- It must be run by a Directors/ Shareholders or a Committee who keeps records;
- It must have a founding document/ constitution and be registered or willing to seek registration with the Department of Social Development's Non-Profit Organisation (NPO) Directorate or CIPC;
- It must have a Bank Account with a recognized banking institution and keep financial records;
- The organisation must have received little or no funding from outside sources and must operate with an annual budget of less than R200 000. Their budget must match organisational size and track record;
- It must disclose any other funding sources;
- It must demonstrate how local assets have been mobilised and co-invested in their activities i.e. natural, cultural, social, human, physical and financial assets;
- It must be willing to network and form partnerships with other organisations;
- They must have a Tax Clearance Certificate or sign a Tax Exemption Affidavit;
- They must be willing to participate in capacity-development, monitoring, evaluation and learning activities linked to the grant.
- It must be willing to participate in capacity-development, monitoring, evaluation and learning activities linked to the grant;
- It must be willing to report and account publicly.

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[1] A developmental organisation that is not for profit registered or seeking registration with DSD's NPO Directorate.
[2] A profit making organisation (business) that has a social or public benefit purpose;

3. Types of Grants

Funding can be given as a community grant[3]; matching grant[4], material donation[5], annual innovation award[6] or as technical support[7]. Organisations can apply for **minimum of R500** and **maximum of R25 000** per grant. Organisations may be invited to re-apply if deliverables and compliance are met and up to two grants can be awarded to one organisation each year (see 7.6). Projects must be completed in 6 – 12 months.

4. Eligible Activities

Activities must support social and economic development in *Bergsig, Carolusberg, Concordia, Matjieskloof, Nababeep, Okiep, Fonteintjie, Springbok and Vaalwater.*, be asset based, community driven and have community wide benefit. Projects / organizations should be:

- Asset based – appreciating, using and growing local assets;
- Community driven – encourage unity (togetherness) and shared responsibility/ co-investment;
- Creative, innovative and beneficial for the community;
- Simple, easy to start and achievable in the short term ('low hanging fruit');
- Potentially sustainable (income generating).

A grant will not be given unless organisations have invested in their own initiatives and social cohesion and mobilization are demonstrated. Projects encouraging partnerships and unity in the above communities are preferred.

Examples of eligible projects / organizations are: Youth Development (eg. identity; gym, culture, Youth Front/Forums, mentorship; self-esteem; life skills, community service); Arts / Culture (eg. drumming, photography, music, needlework, dance); Sport (eg. netball, basketball, rugby, soccer, cricket, , athletics, swimming, golden games; yoga etc); Games/ recreation (for young and old_; Service Centre (art, craft, skills, knitting,); Soup kitchen; Health; Training; Aftercare; Childcare; Elders and youth solidarity; Events (sports, culture); Computer Centre; cultural schools (drama, , language); Playground for children; Environmental protection; Career guidance; Moral regeneration; Motivation; Positive focus; Organisations doing Leadership; Literature; Story Telling; Community Safety; Education; Support groups; Awareness days; Home-based care; Drug Rehabilitation;; Women's shelter; Youth café; Support centres, and any other activities that support the vision and local economy of partner communities.

5. Ineligible Activities
Ineligible projects/ activities include:
- Activities for self-interest only i.e. benefitting just one individual or interest group;
- Projects that have a political agenda;
- Projects that will have a negative social, economic or environmental impact;
- Purchase of land/buildings;
- Emergency funds to meet shortfalls, loans or stand surety for loans;
- Running costs only;
- Salaries (stipends may be considered in the short term);
- Individual studies or studies abroad;
- Religious activities;
- Equipment only;
- Payment of accounts in arrears i.e. Eskom, Telkom and other bills.

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[3] A community grant is a lump sum given in monthly tranches for eligible SED activities.
[4] A matching grant is double the money raised by a group (a ratio of 2:1 - R2 for every R1 raised)
[5] Purchase of goods and services
[6] A cash award for innovative activities and organisations bringing new ideas and technologies.
[7] A grant for training, mentoring, exposure visits and other capacity building.

6. How to apply?

1. Applications will be accepted as per the schedule in this application form via email. Applications will be reviewed quarterly as per the schedule below;
2. Applicants must complete the attached application form giving clear information about their organisation, project, why it is beneficial. They must also show assets/ co-investments that have already been contributed. Budgets should be detailed;
3. The application will be assessed against the above criteria. A site visit will be scheduled to learn more about the organisation;
4. Successful applicants will be informed in writing and a contract will be signed with the Project Company. A copy of the reporting template will also be provided;
5. The grant will be disbursed in quarterly tranches if there is satisfactory accountability and compliance;
6. Monthly narrative and financial reports are required with quotes, receipts and photos attached;
7. Company staff will avail technical support, mentoring and capacity building to support grantees;
8. Grantees will be informed about networking and other opportunities;
9. Grantees will engage in monitoring, evaluation and learning activities and may be asked to share their work in newsletters and on the Project Company website. Grantees will account and report publicly;
10. Grants will be immediately suspended if there is non-compliance.

7. Important Dates

		Deadline for Applications	*Announcement*
Cycle 1	*Projects Implemented January – June 2021*	11 January 2021, 16h30	12 February 2021
		31 March 2021, 16h30	30 April 2021
Cycle 2	*Projects Implemented July – December 2021*	21 May 2020, 16h30	18 June 2021
		15 July 2020, 16h30	16 August 2021

> *Applications must be submitted to submissions@ubiqua.co.za. No late applications or incomplete applications will be accepted.*

KANGNAS
SED COMMUNITY FUND
APPLICATION FORM
(Social Economic Development)

Please read carefully through this application form and provide all information clearly. If you need assistance, feel free to contact the Company Project Office and add extra pages where necessary. Incomplete applications will not be considered.

SECTION 1. GENERAL INFORMATION

1.1. Name of Organisation/ Group for which funding is requested:

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Type of Organisation: (Please tick)

Community Based Organisation □   *Non Profit Organisation (NPO):*   □

Co-operative: □   *Forum* □

Club: □   *Social Enterprise* □

Other □ _____   *NPO/ CIPC Reg # (if applicable):* _____

1.2. Contact Details:

Address: ....

.... *Postal Code*: ....

Telephone: .... *E-mail:*..

Name and Cell No: Contact Person 1: ....

Name and Cell No: Contact Person 2: ....

1.3. Management Committee:

Name, Surname & ID Numbers	Position	Contact Details	M	F	Age	When did you join the organisation?

Names of the people who may sign on the bank account and their position on Committee:-

Name: ……………………………………….. Position: …………………………….

Name:……………………………………….. Position: …………………………….

Name: ……………………………………….. Position: …………………………….

1.4. People working on the project/organization:

Name and Surname	Title / Role in the project	M	F	Age	Time contributed per week	Training / Skills

Name of Project/ Organization Leader: ………………………………………………………………

1.5. Beneficiaries *(who will benefit from the project/ organization?)*:

# Direct Beneficiaries	M	F	Youth	People with Disability

1.6. Banking Details

Name of Bank: ……………………………………………………………………………..

Address of Bank: …………………………………………………………………………

Type of Account: …………………………………………………………………………

Account No: ………………………………………………………………………………

Branch Code: ……………………………………………………………………………

Who will Check or Audit the Books (name/ contact number)? ………………………………….

Signed by:

I, (name and surname) ………………………………………………………………………………

…………………………………………………………, mandated by the Management Committee declare the above information to be correct and confirm that the organisation/ enterprise will abide by the terms and conditions for any grant received from the Project Company.

Two witnesses to sign:

Name: ……………………… Signature:…………………………………….

Name: .... *Signature:*...

Date: ....

Please enclose with the application:
- *A Constitution/ Founding Document;*
- *ID Document of Chairperson/ Treasurer*
- *Registration Certificate*
- *Copy of the latest bank statement and any financial reports;*
- *A Tax Clearance Certificate or Tax Exemption Affidavit;*
- *B-BBEE certificate / affidavit*
- *Any other information that can assist with the assessment of the project.*

SECTION 2. DESCRIPTION OF THE PROJECT

2.1. Background *(Who started the project/ organization, when and why was it started?)*

2.2. Purpose *(What do you aim to achieve? What change do you want to bring)?*

2.3. Highlights *(What has gone well since the project/ organization started? What are you proud of?)*

2.4. Description *(What are the activities – what will you do?)*

2.5. Action Plan *(for the next 6 – 12 months) – add more pages if needed*

What will you do (activities)?	Who will be responsible?	By when will it be done?
1.		
2.		
3.		
4.		
5.		

2.6. Partners/Networks *(Who are your partners? Who do you network / collaborate with? How do they contribute to the project / organisation/ organization?)*

2.7. Assets/ Resources *(What assets/ resources are locally invested?)*

What local assets/ resources are contributed?	No hours	Value/ Cost	Source (From whom?)
Labour and time			
Cash/ income (eg. fund-raising events)			
Special skills			
Venues (home, buildings, land)			
Refreshments and catering			
Other support:			

2.8. Budget requested

Total budget requested (please note the grant range is (R500 – R25 000) _____

Item - *What do you need money for?*	Cost

(Please attach quotes for any goods and services)

2.9. Monitoring and Evaluation (*How do you know that the activities of your organization/ enterprise are making a difference? What <u>changes</u> have you observed as a result of your work? How do you monitor and evaluate change?)*

Who wrote this application? *Name: _____* *Position: _____*

Signature: _____ *Date: _____*