Digicel Foundation

LEADERSHIP FOR CHANGE COMMUNITY GRANTS

20 for 20
GRANTS COMMUNITIES

APPLICATION FORM

Proposal application for program funding for facilitating partners

We are inviting interested community and faith based organizations to partner with us to realize our vision of creating a nation where there is equal access to opportunities so that no one is left behind. Our Community Grants Program is targeted at supporting high impact community led projects up to the value of PGK 50,000.

This funding application form is to be filled after you have read through our Strategic Plan 2019- 2022 and our Funding Guidelines to ensure your projects are aligned with our plans and the policies and procedures of the Foundation.

We invite proposals to be submitted that help us address the following program outcomes:

1. Increased access to quality, primary health care

2. Increased access to quality, inclusive education

3. Improved water and sanitation

4. Increased access to services for people with disabilities

5. Reduction in violence for safer communities

6. Increased opportunities for citizens to drive solutions for change

Your application for funding will be evaluated according to the information you provide on this form. Use extra sheets if necessary but keep within the word limit.

Before you complete the form, kindly confirm how you came to know about Digicel PNG Foundation Grants program:

☐ Presentation   ☐ Website   ☐ News/Advertisement
☐ Social Media   ☐ Digicel Retail outlets   ☐ Others

A. General Information

Indicate with a tick, the thematic area, your project is addressing:

☐ Improved health   ☐ Basic Literacy (children & adults)   ☐ Addressing Violence

☐ Sustainable livelihoods ☐ Disability & social inclusion   ☐ Leadership & citizenship

☐ Water & sanitation

Project Type:

☐ Training   ☐ Infrastructure   ☐ Knowledge sharing

☐ Awareness   ☐ Workshop

Has Digicel Foundation funded any of your previous proposals? Yes/No.

B. Organisation Information

Please list all the information so that we are able to contact you.

Name of organisation		Telephone	
Postal address		Mobile	
Contact Person#1	Email	Contact#1	Contact#2

C. Organisational Information

Please list all information so that we can access your current organizational capacity.

IPA Registration #		IPA Registration type:	

Brief history of your organisation (Less than 200 words)

Programs & activities

Sources of revenue:

Individual/Organisation	Amount

Summary of the proposal

D. Project Description

Please list all information as clearly and concisely as possible so that we can understand what your project goals, objectives and indicators are. Please keep information within the word limit.

D1. Project information

Title of project			
Funding period		Total Budget (PGK)	
Project location			
Ward#		LLG	
District		Province	
Project Rational (Explain the problem and how your project is providing a solution, in less than 200 words)			

D2. Goals & Objectives of the Project

State clearly the goals and objectives of the projects. Ensure the gaols and objectives align to the focus areas listed in the funding guidelines.

Goals	Objectives	Activity

D3. What are the Project Indicators?
Refer to Funding Guidelines to align your outcomes to our gaols and indicators listed in the strategic plan.

Objectives	Indicators/Outcomes

D4. Project Budget
List the major expenses that will be incurred in the project including any capital purchases that will be incurred.

Budget line item description	Units	Unit Price (PGK)	Total

D5. Other current or perspective sources of support for the project (cash or Kind) List down other sources of support for the project i.e. is there co-funding. List down co-contributions from your organization including sweat equity.

Donor name	Date	Amount (PGK)	Description of activity

D6. Risk Management

Highlight major risks to the projects implementation and the strategies you will utlilize to minimize the risk.

Risks	Mitigation Strategy

D7. Project monitoring & Evaluation plan

List down how you will monitor the results of the projects to ensure you are achieving the intended outcome of the project.

Outcome Area	Indicator	Means of verification

D8. Describe how you will able to ensure sustainability of the project

E. Support Document Checklist:

Ensure ALL applicable support documentation are attached with your application. Applications will be regarded as incomplete and discarded from being shortlisted at time of assessment.

Document:	Comments
☐ IPA Certificate	
☐ TIN Certificate	

F. Please submit to the Digicel PNG Foundation:

Postal address:
Digicel Foundation
PO Box 1618
Port Moresby
NCD

Email: digicelpngfoundation@digicelgroup.com

For queries about this application form, please contact us on telephone 7222 2601 Thank you!