

COMMUNITY GRANTS PROGRAM

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 Others
 Social Media Digicel Retail outlets

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 Contact

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

Name of organisation	
Postal address	
Telephone	
Mobile	
Fax	
Email	
Contact Person/s	

C. Organisational Information

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

IPA Registration (please attach Incorporation Certificate with this application)	
Brief history of your organisation (Less than 200 words)	

Programs & activities	
Sources of revenue	
Summary of the proposal	

C. 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.

C1. Project information

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

C2. Goals & Objectives of the Project

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

Goals	
Objectives	
List of Activities	
Targets (male/female and special needs if any)	

C3. What are the Project Indicators?

Refer to Funding Guidelines to align your outcomes to our goals and indicators listed in the strategic plan.

Objectives	Indicators/Outcomes

C4. 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

C5. 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

C6. Risk Management

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

Risks	Mitigation Strategy

C7. 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

C8. Describe how you will able to ensure sustainability of the project

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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!