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# Nedbank CSI Funding Application Form

## *Section 1*

Organisational  
Details

## *Section 2*

Organisational  
Structure

## *Section 3*

Funding  
Request

## *Section 4*

Attachments

# Funding Application Form

**Name of Organisation:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_

## Section 1: Organisation's Details

Name of the Organisation:			
Date of establishment:			
PBO Number:			
NPO Number:			
Physical address:			
	City / Town		Code
Province:			
Municipality:			
Postal address:			
	City / Town		Code
Telephone number:			
Name and Position of person submitting:			
E-mail address:			
Website address:			

### 1. 2 Organisational Background

*Please provide a brief background of the organisation*



## Section 2: Organisational Structure

### 2.1 Board of Directors / Trustees

Please provide the names and details of your Board of Directors / Trustees, including roles and demographics. (Mark with X where appropriate)

Name and ID Number	Role (e.g. Chairman)	Race (African, Coloured, Indian, White)				Gender		Disabled	
		A	C	I	W	F	M	Y	N

### 2.2 Management

Please provide the names and details of your Management Structure, including roles and demographics. (Mark with X where appropriate)

Name and ID Number	Role (e.g. Managing Director)	Race (African, Coloured, Indian, White)				Gender		Disabled	
		A	C	I	W	F	M	Y	N

### 2.3 Managing Director / Chief Executive

Please provide a brief resume / background of the Managing Director / Chief Executive of the organisation

### 2.2 Staff Structure

Please provide the demographic breakdown of the organisation's Staff Structure (where exact numbers are not available, please approximate)

Staff component	Race (African, Coloured, Indian, White)				Gender		Disabled	
	A	C	I	W	F	M	Y	N
Number of Full – time Staff								
Number of Part – time Staff								
<b>TOTAL STAFF</b>								
Volunteers (if applicable)								



## Section 3: Funding Request

### 3.1 Project Description

*Please provide a detailed description of the project for which the funds will be used.*

### 3.2 Project Rationale

*Please provide a detail of the project rationale (i.e. reason / context that makes the project necessary)*

### 3.3 Project Objectives

*Please indicate what the planned outcomes of the project are (quantify where you can), as well as the expected timelines.*



### 3.4 Project Monitoring and Evaluation

Please provide a detail of the expected results for the project and how the Monitoring & Evaluation will take place.

### 3.5 Project Risks / Challenges

Please provide a comment on any risks / challenges that the project may face, and what mitigations are in place.

#### 3.6.1 Beneficiary Demographics

Please provide the demographic breakdown of the project / requested funding's Beneficiaries (where exact numbers are not available, please approximate)

Beneficiaries	Race (African, Coloured, Indian, White)				Gender		Disabled	
	A	C	I	W	F	M	Y	N
Number of Primary Beneficiaries								
Number of Secondary Beneficiaries								
<b>TOTAL BENEFICIARIES</b>								

### 3.7 Project Budget

Please provide a detailed budget of the project for which the funds will be used (please indicate internal staff costs, external outsourcing service, and any other operational costs)

Description	Amount (R)



**3.8 Other Donors**

*Please indicate any other donors who are funding the project / who have been requested for funding of the project*

Name of Donor (incl. Contact Person and contact details)	Status of Your Funding Application	Amount (R)

**3.9 Deadline for securing funding**

*Please provide a deadline for obtaining funding for this project*

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**3.10 What will happen if this funding request is not approved**

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## Section 4: Attachments

	Document	Attached? (Y / N)	Reason (if not attached)
1.	Latest annual report		
2.	Latest set of audited financial statement		
3.	If your organization has an association Trust or any other body that contributes to the finances of the organization. Please submit the audited financial statement of this body		
4.	Most recent management accounts		
5.	Latest budget showing operating and capital expenditure as well as income		
6.	Budget of the specific projects(s) that you are requesting funding for (if applicable)		
7.	One recent letter of reference for your organization or project		
8.	A copy of your NPO registration certificate		
9.	A copy of your PBO registration and details of your tax status e.g. Section 18A		
10.	Any other relevant registration e.g. with Government Departments		
11.	A signed copy of your constitution		
12.	Three contact details of other donors		
13.	Quotations for materials, training equipment etc. that you are requesting funding for in the proposal		

