



FUNDING APPLICATION FORM

1. Introduction

Kouga Wind Farm Community Development Trust (KWFCDT) wishes to express its gratitude to your organisation in taking the time to submit a proposal that benefits our priority communities of Umzamowethu in Oyster Bay, Sea Vista in St Francis Bay, and KwaNomzamo and Kruisfontein in Humansdorp according to the following strategic priorities and annual budget allocations.

Strategic Priorities	Percentage Allocation
Education & Development	25%
Welfare & Humanitarian Support	20%
Sports, Arts & Recreation	15%
Enterprise Development	10%
Healthcare	10%
Conservation, Environment & Animal Welfare	10%
Land & Buildings	10%

2. Evaluation Methodology

KWFCDT values transparency and accountability and details below its evaluation's methodology.

A project will be evaluated against the mandatory required documentation submitted.

If a project meets these requirements, then KWFCDT will evaluate using a rating scale of 0 to 10 against the following criterion and weightings.

<u>Criterion</u>	<u>Criterion Question</u>	<u>Criterion Guide</u>	<u>Weighting</u>
Relevance	Is the intervention doing the right thing for the Trust?	<p>The extent to which the intervention objectives and design respond to the priority community beneficiaries needs, and priorities, and continue to do so if circumstances change.</p> <p>Note: "Respond to" means that the objectives and design of the intervention are sensitive to the economic, environmental, equity, social, political economy, and capacity conditions in which it takes place. "Partner/institution" includes government (national, regional, local), civil society organisations, private entities and organisations involved in funding, implementing and/or overseeing the intervention. Relevance assessment involves looking at differences and trade-offs between different priorities or needs. It requires analysing any changes in the context to assess the extent to which the intervention can be (or has been) adapted to remain relevant.</p>	20%



Coherence	How well does the intervention fit?	<p>The compatibility of the intervention with other interventions in the priority community.</p> <p>Note: The extent to which other interventions support or undermine the intervention, and vice versa. Includes internal coherence and external coherence: Internal coherence addresses the synergies and interlinkages between the intervention and other interventions carried out by the Trust, as well as the consistency of the intervention with the relevant norms and standards to which the Trust adheres. External coherence considers the consistency of the intervention with other actors' interventions in the same context. This includes complementarity, harmonisation and co-ordination with others, and the extent to which the intervention is adding value while avoiding duplication of effort.</p>	20%
Effectiveness	Is the intervention achieving the Trust strategic priorities	<p>The extent to which the intervention achieved, or is expected to achieve, its objectives, and its results, including any differential results across the strategic priorities.</p> <p>Note: Analysis of effectiveness involves taking account of the relative importance of the objectives or results.</p>	10%
Efficiency	How well are resources being used?	<p>The extent to which the intervention delivers, or is likely to deliver, results in an economic and timely way.</p> <p>Note: "Economic" is the conversion of inputs (funds, expertise, natural resources, time, etc.) into outputs, outcomes, and impacts, in the most cost-effective way possible, as compared to feasible alternatives in the context. "Timely" delivery is within the intended timeframe, or a timeframe reasonably adjusted to the demands of the evolving context. This may include assessing operational efficiency (how well the intervention was managed), built environment efficiency (how well the intervention was project managed).</p>	20%
Impact	What difference does the intervention make?	<p>The extent to which the intervention has generated or is expected to generate significant positive or negative, intended, or unintended, higher-level effects.</p> <p>Note: Impact addresses the ultimate significance and potentially transformative effects of the intervention. It seeks to identify social, environmental, and economic effects of the intervention that are longer term or broader in scope than those already captured under the effectiveness criterion. Beyond the immediate results, this criterion seeks to capture the indirect, secondary, and potential consequences of the intervention. It does so by examining the holistic and enduring changes in systems or norms, and potential effects on people's well-being, human rights, gender equality, and the environment.</p>	20%

Sustainability	Will the benefit last?	<p>The extent to which the net benefits of the intervention continue or are likely to continue.</p> <p>Note: Includes an examination of the financial, economic, social, environmental, and organisational capacities of the systems needed to sustain net benefits over time. Involves analyses of resilience, risks, and potential trade-offs. Depending on the timing of the evaluation, this may involve analysing the actual flow of net benefits or estimating the likelihood of net benefits continuing over the medium and long-term.</p>	10%
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Thereafter, only high scoring projects will be presented to the KWFCDT Projects Committee for further evaluation prior to recommendations and project approvals by the Board of Trustees.

3. Mandatory Documents

The applicant is required to complete the following applications form and submit mandatory documents listed below.

Mandatory Documents All			
Ref	Document Name	Reference	Submitted
1.	Certified copy of the entity incorporation documents/share registers and share certificates	A	
2.	Proof of office address in the local community (not more than 3 months old)	B	
3.	Auditor letter confirming names and IDs of all Directors	C	
4.	Certified copies of Directors/Board members IDs	D	
5.	Tax Clearance Certificate	E	
6.	Insurance Cover	F	
7.	B-BBEE Affidavit/Certificate/Confirmation of Beneficiaries	G	
8.	Certified copy of latest audited financial statement	H	
9.	Three month's bank stamped statements	I	
10.	Organisational profile with photographs of project or business	J	
11.	Copies of CVs of all key project members, including computer literacy levels and computer access	K	
12.	Detailed Excel breakdown of the budget for which the funds will be used across the project lifecycle	L	
13.	Excel Payment schedule in line with deliverables and project lifecycle	M	
14.	External letters of project support	N	
15.	Completed project references	O	

Additional Mandatory Documents for Built Environment			
Ref	Document Name	Reference	Submitted
1.	Detailed Drawings and Site Layout Plan	P	
2.	Design including electrical wiring drawings; plumbing drawings; paving drawings; perimeter fencing	Q	



3.	Permitting not limited to municipal land use application; zoning approvals; building plan approval	R	
4.	Licensing	S	
5.	Income model with evidence of tenant occupation	T	
6.	Bankable business plan with clear risk mitigation plan	U	
7.	Ownership transfer requirements	V	
8.	Tenant occupation requirements	W	

4. Application Form

Project Funding	
Strategic Priority	
Priority Community	
Total Project Funding	
Project Fees %	
Technical/Professional Fees %	
Built Environment Cost %	
Application Date	
Commencement Date	

Project Contact Information	
Proposal Name	
Date	
Entity Name	
Registration Number	
Entity Type	
Nominated Representative	
Delegation	
Contact Number	
Cell Phone Number	
Email Address	
Website Address	
Physical Address	
Postal Address (if different)	
Facebook Address	
Instagram Account	
Twitter Account	
LinkedIn Address	
Other social media (if applicable)	



Project Profile	
Purpose & Objectives	
Summary of Organisation	

Project Summary	
Background	
Motivation: What problem or need are you trying to address? What evidence exists to indicate that the problem/need exists? <ul style="list-style-type: none">Needs Analysis	
Priority Interventions: What is the proposed solution to the problem? Who experiences or will experience changes in their lives as a result of the proposed solution? What subgroups are there? Or customer segmentation?	
Measurable Impacts: What outcomes are (or likely to be) experienced? <ul style="list-style-type: none">Key Performance IndicatorsQuantitative and Qualitative outcomes How can we measure the amount of change to the outcomes? <ul style="list-style-type: none">Baseline vs Outcome How much change in each outcome is likely to happen? How long do we need to measure the outcomes for?	
Challenges/Risks & Mitigation:	
Sustainability: What is the relative importance of the different changes in outcomes? How much of the change in each outcome is caused by the proposed solution? Which changes matter to those affected? For how long will these changes be experienced by those affected?	
Monitoring and Evaluation: How will the changes be monitored and evaluated?	
Reporting: How frequently will the changes be evaluated and reported?	

