



APPLICATION FORM

Purpose: A joint funding mechanism to provide grants to civil society (Community Based Organisations and Non Governmental Organisations) in support of projects that integrate gender based violence and HIV and AIDS and/or socio-economic development.

Criteria for funding: JOINT GENDER FUND

- There must be a clear outline of the participation of women in leadership and decision making positions as well as the specific outcomes for women in terms of empowerment and benefits
- South African civil society organisations (CBOs or NGOs)
- New or existing programmes that address gender based violence linked with an HIV and AIDS focus or gender based violence with a socio-economic focus that contributes to poverty reduction
- Gender based violence programmes or projects that focus on prevention
- Gender based violence programmes or projects that target marginalized and poor women and girls, men and boys
- Empowerment activities such as advocacy, campaigns, education and awareness on GBV, HIV and AIDS and gender norms
- Capacity building interventions that strengthen the institutional capacity (in areas such as governance, financial management, development practice) and responses to GBV and HIV and AIDS by CBOs and NGOs
- Participatory research in the field of GBV linked to HIV and AIDS and/or socio economic development that contributes to the generation of new knowledge relevant to the sector
- Have collaborative or partnership approaches
- Be able to demonstrate measurable results

Duration: The maximum funding period is 2 years.

The fund will support:

Initiatives that address gender based violence specifically those that incorporate the following:

- Joint initiatives that have a results orientated focus in one or more geographical area
- Cross sector collaboration e.g. civil society and government collaboration

Programmes and projects that demonstrate innovative approaches and ideas inter-linking GBV and HIV and AIDS and/or GBV and socio-economic factors

- Respond to the context of GBV
- Sustainable programmes that can be replicated or scaled up
- Direct programme and activity costs
- Institutional costs subject to an appraisal by the project officer and approval of the Advisory Committee

Eligibility

- South African registered Non Profit and Non Governmental Organisations

- Constituted groups and organisations
- Civil Society organisations i.e. Community Based Organisations and Non Governmental Organisations
- A track record of financial management (organisations in existence for longer than a year must submit the most recent audited financial statements)
- Identifiable governance structure
- Newly established organisations

The fund will not support:

- Direct government funding
- International organisations
- Bursaries, loans, individual or otherwise
- Individual entrepreneurs to establish businesses

Principles and Approaches of the Fund:

- Taking a proactive women's rights/feminist approach
- Supportive of activism to challenge unequal power relations
- Supportive of social change recognizing the importance of social mobilization
- Zero tolerance for Violence Against Women
- Recognition of system of male dominance and unequal power relations between men and women
- Actively supporting women's empowerment and addressing the systemic character of gender based violence

Grant amounts: The minimum grant allocation is R100 000 and the maximum is R1 m depending on the capacity to effectively manage the grant.

Please note: Projects already receiving funds from the listed donors (Irish Aid, HIVOS, Ford Foundation, CIDA and Aids Foundation South Africa) will need to demonstrate that the requests are different and outside of the funds already received from these donors.

The following documents to be submitted:

- Covering Letter which includes:
 - A summary of the overall aims and objectives
 - The full grant amount requested from the Fund
 - The time frames of the grant
- Executive Summary (max 2 pages)
- Application form (max 12 – 15 pages)
- Signed copy of latest audited financial statements
- Copy of Registration Document

Applications should be emailed to: Linda@hivos.co.za or puleng@hivos.co.za / faxed to 011 726 5576

Applications will be acknowledged via correspondence.

Application deadline: Friday, 7 May end of business. No late applications will be considered.

Please note: The Advisory Committee meeting takes place in JUNE 2010.

For further information, please contact Linda Diedericks on Linda@hivos.co.za and Puleng Mkhathshwa on Puleng@hivos.co.za

Name of Organisation: _____

Physical Address: _____

Postal Address: _____

(if different from above) _____

Province: _____

Phone number: _____

Fax Number: _____

Email: _____

When was the organisation established? _____

NPO Registration number of organisation: _____

Name of project/programme: _____

(if the project is one of a few managed by the organisation)

How long has the project/programme been in existence/ _____

Bank Account Details:

Name of bank: _____

Branch Name: _____ Branch Code: _____

Account Number: _____

Type of Account: _____

Name & position of proposal writer: _____

7. What are the changes that you would like to bring about through the implementation of your objectives?

8. Do you plan on working together/collaborating or partnering with other organisations/government institutions. If yes, please provide details:

9. Do you participate in any networks, alliances, movements : If yes, please provide names:

10. Please complete the following table:

Overall goal of the programme:					
Objectives	Activities	Performance Indicators (to measure progress and impact)	Expected outcomes	Time frames	Assumptions/Constraints and risks

11. What is your budget required to implement your activities. **In addition please provide a breakdown of your organisations total budget. Indicate what other donors have been approached for this programme.**

12. How much money are you requesting from the Joint Gender Fund? Please support this request with a breakdown of the activity you are requesting it for?

Planned activity/budget line item	Cost
TOTAL:	

13. What resources do you currently have? (tick the appropriate box)

Volunteers	Other money	Building	Venue	None	Other

If other, please provide details:

14. List current and previous donors and specify amounts and timeframes

Donor	Amount	Detail	Funding Period

15. Do you receive contributions from your members, community or constituency and if yes, please specify

16. Please give the names and contact details of 2 people, who are well respected in your community or sector, know about your organisations' work and can support your application. This excludes the staff of your organisation.

Name		
Position		
Telephone number		

17. How many paid staff members and how many volunteers are there currently in your organisation?

PAID STAFF			VOLUNTEERS		
No of fulltime staff	Number of part time staff	M/F	No of fulltime volunteers	No of part time volunteers	M/F

18. How regularly does your staff/committee/board meet? (tick the relevant box/boxes)

	Daily	Weekly	Monthly	Quarterly	Annual	Sometimes	Never
Staff							
Committee/Board							

19. Do you have a finance manager/treasurer/bookkeeper/finance committee? Please provide his/her name and contact details:

Name and Contact details	Finance Manager	Treasurer	Bookkeeper	Finance Committee

20. Please give a brief description of the leadership (including the names of the board members) and management structure of your group/organisation. Include a gender breakdown and the positions of men and women.

21. Has your organisation had any capacity building, training or mentoring to assist you in achieving your goals? Give a brief summary of who participated and who did the facilitation or mentoring?

22. Please include an executive summary which includes a summary of the strategic plan and how the plan links to the Joint Gender Fund; an analysis of the programme context with a focus on the linkages between gender based violence, HIV and AIDS and poverty as well as the expected results.