



FirstRand
NAMIBIA

FIRSTRAND NAMIBIA FOUNDATION TRUST REQUEST FOR FUNDING APPLICATION FORM

PLEASE FORWARD APPLICATION AND DOCUMENTS TO:

FirstRand Namibia Foundation
TrustFirstRand Namibia
P O Box 195
Windhoek
Telephone: +264 61 299 8903
Email: revonia.job@firstrandnamibia.com.na

OR DELIVERED TO:

4th Floor
@Parkside
130 Independence Avenue
Windhoek

INCOMPLETE APPLICATION FORMS WILL NOT BE CONSIDERED

SECTION 1: BACKGROUND INFORMATION

Legal Entity Name

Trading Name

Date Established (D/M/Y)

Registration Number

Country of Registration

Name & Surname

Middle Name

Nationality

Employer

Identification Number

Date of Birth

Gender

 M F

Position (Title)

Work Telephone

Cell Number

Email Address

Physical Address

City

Suburb

Country

Postal Code

Category of funding application (please select one focus area)

Education & Financial Literacy

Community and Health Development

Skills and Capacity Development

Environmental Guardianship

Arts and Culture Development

Sports Development

Number of Beneficiaries:

Children

Elderly

Disabled

Youth

Women

SECTION 2: LEGAL STATUS

Describe the nature of Organisation (school, welfare organisation etc)

Registration no:

Description of the objectives and activities of the organisation.

Please provide a summary of recent projects carried out.

Please provide details of current sponsors and the amount contributed.

Sponsor	Funding used for	Year	Amount

SECTION 3: DETAILS OF THE MANAGEMENT STRUCTURE

Initial	Name	Surname	Identification Number	Date of Birth	Citizenship	Physical Address

What is the name of the Executive Officer?

What is the name of the Finance / Accounting Officer?

What is the name and address of the Auditors?

SECTION 4: DETAILS OF PROJECT TO BE FUNDED

Name of the Project.

Duration of the Project.

d	d	m	m	y	y	y	y	-	d	d	m	m	y	y	y	y
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What is the reason for and aim of this project?

Which rural community/communities will be benefiting from this project and indicate the nearest town?

Have you previously received funding from the FirstRand Namibia Foundation Trust? (Provide details if funded before).

 NO

 YES

Details _____

How will you ensure that the planned benefits of the project are sustained into the future after the project has been completed?

Are there monitoring and evaluation measures in place? Please elaborate.

Amount of funds needed for the whole project.

Amount requested from FirstRand Namibia Foundation Trust .

Please provide details of the Project Management Team.

Name	Surname

SECTION 5: DECLARATION

I hereby agree that the information provided in this document is true and correct and that I have not purposefully withheld any information, which may influence the decision taken by the FirstRand Namibia Foundation Trust Board of Trustees. I further agree that the answers provided in this application are legally binding to the applicant.

ORGANISATION CONTACT PERSON

Full name (print)

Signature

Date

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CHECKLIST: HAVE YOU SUPPLIED ALL THE REQUIRED DOCUMENTS?

COMPULSORY DOCUMENTS

Completed application form.
Proof of registration.
Background information on the organisation and project.
A signed copy of the organisation's constitution with a list of trustees/management committee members.
FirstRand Namibia reserves the right to request for financial statements where necessary.
Annual financial statements where the organisation has been in existence for more than one year.
Detailed itemised income and expenditure budget for the specific project for which funds are required.
A list of donors that have been approached and their level of support.
Proof of availability of the balance of the funds.

OPTIONAL DOCUMENTS

Reference letters from other organisations and community leaders to which the organisation and its organisers are known.
If applicable, quotations from suppliers of materials and equipment.
Any other supporting information, contact names and telephone numbers which may help the Trustees to understand the work of the organisation.