

INFORMATION SHEET

CRITERIA FOR 2003**1. BACKGROUND**

Many disadvantaged South Africans have benefited from a number of Kagiso Trust projects funded by the Government of Japan. At the same time, the Embassy of Japan has directly assisted South African non-governmental organisations (NGOs) and community based organisations (CBOs) under the **Grant Assistance for Grass Roots Projects (AGRP) Programme**. This programme is also available to NGOs and CBOs in Namibia, Botswana, Lesotho and Swaziland.

AGRP was first introduced as the Small Scale Grant Assistance Programme, in 1989. The aim was to assist NGOs by supporting relatively small projects, which found it hard to get help under Japan's General (Government-to-Government) Grant Aid. In the fiscal year 2000 the AGRP Programme contributed to 1523 projects in 106 countries with a total sum of 8.48 billion Japanese Yen, which is approximately R 565 million.

2. CRITERIA

Only new applications received between **January 1 and March 15** each year will be considered.

FAXED APPLICATIONS ARE NOT CONSIDERED.

Application forms are available from the Embassy of Japan

The project selection committee considers various items when evaluating a proposal. These include the project outline, human resources, implementation capability, expected benefits and regional and sectoral balance among projects. Unfortunately, budgetary constraints prevent funding of all projects that meet AGRP criteria.

2.1 Eligible applicant

Application forms are available from the Embassy and must be completed in English or Japanese.

- ✓ Registered Non profit-making organisations may apply (***A copy of the NPO registration certificate must accompany the application form***). These include NGOs, CBOs, primary and junior secondary schools, universities, technikons, hospitals, clinics and local governments.
- ✓ Individual or private companies are not eligible to apply.
- ✓ The applying organisation must have at least **TWO YEARS EXPERIENCE** and a specific on-going project that needs new or additional facilities, equipment and/or materials. **The Embassy does not assist with pilot projects, initial start-up costs and ordinary project running costs.**
- ✓ Only one (1) application will be considered per organisation.

2.2 Maximum available fund

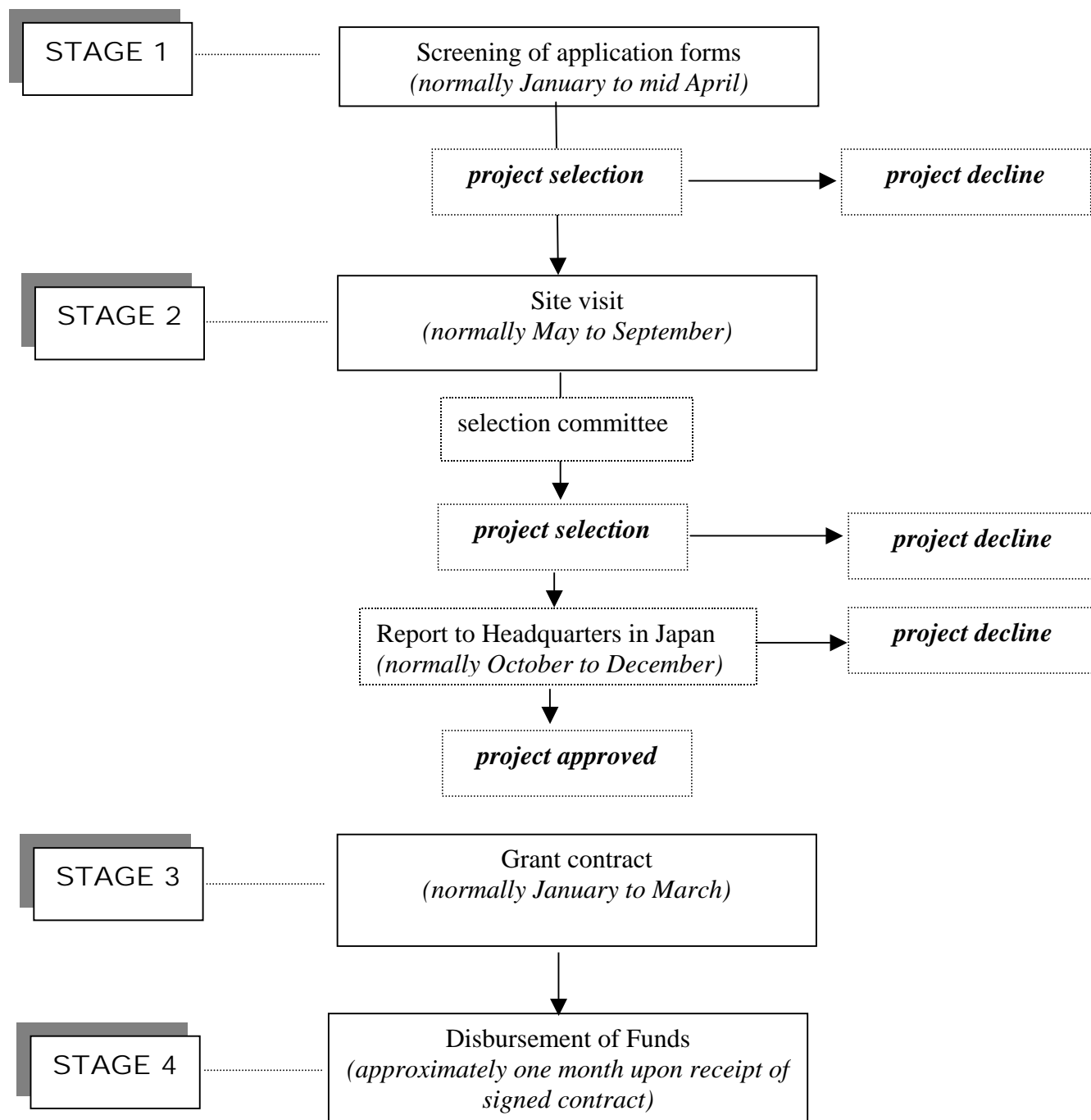
R500 000.00 or less is the average funding allocated per project under the AGRP programme. This amount is exceeded only under exceptional circumstances. Applications that exceed the ceiling amount are declined automatically. **Quotations from 3 separate suppliers must be attached to any funding application.**

2.3. Time schedule for receiving a grant from the Embassy of Japan

AGRP INFORMATION SHEET:
FOR FURTHER INFORMATION:

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More than 2500 applications are received annually, and these take several months to screen, select, evaluate and approve. Applications may be rejected at any stage, for a variety of reasons that do not necessarily reflect on a project's good standing. There are four basic stages from applying to disbursement of funds:



PLEASE READ THE CRITERIA ON THE FOLLOWING PAGE CAREFULLY BEFORE COMPLETING THE APPLICATION FORM

2.4 Criteria Requirement for Applicable Projects

Projects that meet AGRP criteria are considered for funding, according to their ranking in a list of criteria.

FIRST PRIORITY	SECOND PRIORITY <i>(subject to budget availability and considered towards the end of every fiscal year)</i>	THIRD PRIORITY	NEGATIVE PROJECTS <i>The Embassy DOES NOT fund the following projects:</i>	OTHER CONDITIONS <i>The Embassy DOES NOT fund the following:</i>
<ul style="list-style-type: none"> ✓ Primary and junior secondary education (<i>grade 1 to standard 7</i>) 	<ul style="list-style-type: none"> ✓ Education at technikons and technical colleges (<i>classrooms, educational/ training equipment</i>) 	<ul style="list-style-type: none"> ✓ Micro credit for SMMEs 	<ul style="list-style-type: none"> ✓ Computer training (except under certain conditions) ✓ Cultural and sports events or projects (these are categorised under the Cultural Grant Assistance for Grass Roots Projects scheme) 	<ul style="list-style-type: none"> ✓ Running costs (e.g. salaries, compensation, rent, telephone, electricity, transport, consultants)
<ul style="list-style-type: none"> ✓ School teacher training and improvement (<i>e.g. classrooms, desks, chairs, teaching and learning materials, school toilets</i>) <p>* Crèche, Pre-Primary & High Schools are NOT eligible to apply. * School Halls, Administration Blocks, Storerooms, offices and teacher's houses are NOT considered</p>	<ul style="list-style-type: none"> ✓ Projects for disabled (<i>e.g. training facilities, rehabilitation equipment</i>) 	<ul style="list-style-type: none"> ✓ Research projects for development purposes 	<ul style="list-style-type: none"> ✓ University education (except community outreach projects) ✓ Community halls ✓ Church construction and 	<ul style="list-style-type: none"> ✓ Bursaries and travel ✓ Office equipment and furniture (e.g. computers, photocopiers, fax machines, cupboards) ✓ Vehicles (except for ambulances and mobile clinics)

<p>✓ Basic job skill training (<i>training centres, skill training equipment, etc.</i>)</p> <p>* Community halls & projects aimed at income generation only, are NOT within the criteria. Training projects MUST have qualified and/or skilled instructors</p>		<p>✓ Workshops (<i>including small size international conferences</i>)</p>	<p>other religious activities</p> <p>✓ Early childhood development centres (Preschools, crèches etc)</p> <p>✓ Research projects</p> <p>✓ Legal advice</p> <p>✓ Private business oriented projects</p> <p>✓ Unfinished facilities</p>	<p>✓ Audio visual equipment</p> <p>✓ Other consumable goods</p>
<p>✓ Primary health care (<i>clinics, health centres, basic medical equipment, mobile clinic (request must be clear and use specified), etc.</i>)</p> <p>* Clinics & health centres MUST have qualified medical doctors, nurses or midwives to extend services or a guarantee letter from the relevant authorities for staffing</p>				