

Grant Application Form

Instructions:

- i. All applicants are required to complete and submit this application form.
- ii. All the annexes (1-6) in the RFA are required for a complete application package and must be attached to the application.
- iii. The applicant will be required to submit the following before an award is issued:
 - a. Proof that the applicant is eligible to work in the country.
 - b. Organizational diagram.
 - c. Certifications, Assurances, Representations (Signed and dated)
 - d. Anti-Terrorism Certification
 - e. Unique Entity Identifier (UEI) <https://sam.gov/content/home>.

All applicants must complete ALL of Part I and 2

Part I – Applicant Information

1. Date of application:		
2. Name of applicant:		
3. Address of applicant:		
4. Business Registration Number:		
5. Validity of Trading License: (Month and Year)		
6. Unique Entity Identifier:		
7. Names and titles of officer(s) authorized to represent the applicant and his/her alternate: (a) Authorized Officer: (b) Alternate:		
8. Proposed period of performance:		
9. Proposed Grant budget: (USD)		
10. Leverage Funds in USD (Partner Contribution)		
11. Explain Source of Leverage Funds		
12. Type of Organization (Tick all that apply)	<input type="checkbox"/> Distributor <input type="checkbox"/> Retailer <input type="checkbox"/> Learning Institution <input type="checkbox"/> Importer <input type="checkbox"/> Women-Led Entity <input type="checkbox"/> Youth-Led <input type="checkbox"/> Equipment Dealer <input type="checkbox"/> Financial Services Provider <input type="checkbox"/> Business Services Provider <input type="checkbox"/> ICT Company <input type="checkbox"/> Other (explain): _____	
13. Organizational Employees	Gender	Number
	Female	
	Male	
	Total	
14. Country applicant is based	<input type="checkbox"/> Burundi <input type="checkbox"/> Central Africa Republic <input type="checkbox"/> Democratic Republic of Congo <input type="checkbox"/> Djibouti <input type="checkbox"/> Eritrea <input type="checkbox"/> Ethiopia <input type="checkbox"/> Kenya <input type="checkbox"/> Rwanda <input type="checkbox"/> Somalia <input type="checkbox"/> South Sudan <input type="checkbox"/> Sudan <input type="checkbox"/> Tanzania <input type="checkbox"/> Uganda	

15. Country where the applicant wants to implement <i>(more than one country allowed)</i>	<input type="checkbox"/> Burundi <input type="checkbox"/> Central Africa Republic <input type="checkbox"/> Democratic Republic of Congo <input type="checkbox"/> <input type="checkbox"/> Djibouti <input type="checkbox"/> Eritrea <input type="checkbox"/> Ethiopia <input type="checkbox"/> Kenya <input type="checkbox"/> Rwanda <input type="checkbox"/> Somalia <input type="checkbox"/> South Sudan <input type="checkbox"/> Sudan <input type="checkbox"/> Tanzania <input type="checkbox"/> Uganda											
16. Brief history of the applicant. <i>(Kindly provide brief history and background of your organization, brief notes on the company registration date, the nature of the current business)</i>												
17. Number of Years in operation in PUE industry	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1-3 years of operations <input type="checkbox"/> 3+ years of operations											
18. Type of PUE <i>(Briefly provide a list of the type of PUE devices)</i>												
19. Historical Sales <i>(Number of PUE sales in the last three years)</i>	<table border="1"> <thead> <tr> <th data-bbox="565 1014 850 1050">Year</th> <th data-bbox="850 1014 1149 1050">Number of sales</th> </tr> </thead> <tbody> <tr> <td data-bbox="565 1050 850 1081">2021</td> <td data-bbox="850 1050 1149 1081"></td> </tr> <tr> <td data-bbox="565 1081 850 1113">2022</td> <td data-bbox="850 1081 1149 1113"></td> </tr> <tr> <td data-bbox="565 1113 850 1144">2023</td> <td data-bbox="850 1113 1149 1144"></td> </tr> <tr> <td data-bbox="565 1144 850 1180">2024</td> <td data-bbox="850 1144 1149 1180"></td> </tr> </tbody> </table>	Year	Number of sales	2021		2022		2023		2024		
Year	Number of sales											
2021												
2022												
2023												
2024												
20. Indicate the available inventory of PUE appliances												
Signature/Name/Title												

Part 2: Project Description

A. Problem Statement (Required). The applicant must describe in detail the problem they are working to solve, the program of activities proposed to address the problem and the impact they are expected to have on targeted communities.

The proposed solution should improve sales and increase access to PUEs by the intended communities. The solution should result in tangible impacts, such as one of the following: improve agricultural productivity and value-addition, facilitate agro-processing, improve crop storage, increase user/operator income, or improve food security.

Applicants must include a narrative description of all impacts expected to result from the proposed program. These additional impacts will also be considered in the scoring.

Certain impacts may be measured through the following metrics (this list is not exhaustive, and the applicant may propose other impact measurement indicators): Number of PUE devices or systems sold, Number of customers purchasing PUEs, number of microenterprises served by PUEs and number of new PUE retail locations among others.

What are the intended results (i.e., changes in conditions)?

How will results contribute to the achievement of strategic objectives? What are the external factors and other critical assumptions that are likely to facilitate or hinder the achievement of the results?

B. Innovation and Business model: The proposed solution should introduce a new revenue stream, business model, scale up of modern technology, etc. This does not include the research and development of new technology, but rather the introduction of an innovative technology or innovative business models and uses of existing solutions, for example, an innovative new consumer financing or other financial product, or new way of

working with agricultural distributors or producer groups. Applicants are encouraged to demonstrate the incentives put in place to facilitate end users' acquisition of the products. The applicant should clearly state what is the value proposition of the proposed innovation or business model.

C. Gender and social inclusion: The applicant should highlight how the program approach will improve gender equality and women's empowerment, including how women and other vulnerable groups will benefit from this program. This may include economic/income opportunities that are created for women, access to labor- and time-saving PUE devices, and job opportunities, among others.

Gender and Social Inclusion approach

D. Women Led: The applicant should highlight how they promote women's leadership or is led by women

in a meaningful way.

- Clearly outline the roles of women in leadership positions within the organization, such as project directors, team leaders, or key decision-makers.
- Highlight any female founders, CEOs, or high-ranking officials involved in steering the organization.
- Explain how the organization fosters an environment for women to lead and grow in their careers or skill sets.
- The applicant can mention any training, mentoring, or leadership development opportunities provided specifically to women as part of empowering women.

If possible, include concrete examples or statistics on women’s participation in leadership to illustrate the project’s commitment to women-led initiatives, which will strengthen the score in this category.

E. Local Organization. The applicant **must** demonstrate that they are founded locally and share a brief history that shows how the organization originated in the community to address specific needs. The applicant can demonstrate that it is a local organization by providing clear evidence of its roots, presence, and commitment to the community it serves. Specific examples to establish this include the following:

- Mention office locations or local branches that underscore the organization’s physical presence and accessibility.
- Emphasize that the organization is led or predominantly staffed by local individuals who understand the community’s language, culture, and issues.
- Show how the applicant’s deep understanding of local challenges and needs informs the program’s design and goals.

F. Implementation in Democratic Republic of Congo, Central Africa Republic, Burundi and Somalia: Demonstrate a deep understanding of the unique social, political, and economic challenges in the DRC, Central Africa Republic, Burundi, or Somalia. Highlight any security concerns, infrastructure issues, or local conflicts that may impact program implementation in these areas and explain strategies for navigating them. The applicant should demonstrate how the program will address the risks of implementing initiatives in these high-stakes environments.

The applicant should describe how they will engage local communities and ensure that program activities align with local values and customs. Including specific examples of successful prior initiatives or partnerships in these countries (if any) will further establish credibility and confidence in your ability to effectively implement the program in these countries.

G. Leveraging of other funds/resources. Proposed solutions that demonstrate leveraging resources from other sources that improve the best value for money to increase the impact of the proposed intervention will be given preference.

H. Management and operational capacity: This includes evidence of the applicant’s capability to

undertake and accomplish the proposed activities. The application should demonstrate the applicant's effectiveness in terms of internal structure, technical capacity, and personnel. Also, the applicant must demonstrate adequate fiscal management capability. The evaluation of this criterion will be based principally on the following:

- Availability of PUE devices or systems inventory and human resources
- Risks and proposed mitigation strategies
- Documented past performance (similar models implemented in other countries/geographies, sales volumes, number of customers, etc.)
- Documented relevant expertise among the proposed team (CVs attached of key personnel for example, Chief Executive Officer, Chief Operating Officer, Marketing/Sales Lead)
- Clearly defined roles of key personnel
- Identification of expertise gaps and proposed solution(s) to bridge those gaps.

I. Commercial Sustainability/Financial Self-Reliance: The applicant must show that it is in good financial standing and that the proposed solution will be sustainable after the grant's performance period ends.

Criteria used to evaluate this category will include the following:

- Lead Applicant's current liabilities and current assets.
- Financial statements for the past two fiscal years (2022 and 2023).
- Expected revenue streams enabled by the grant, including
 - Any performance-based payments
 - Revenues from microenterprises
 - Payments from off-taker(s)
 - Sales of PUE devices.
- Local distributor/supplier and maintenance networks.
- After-sales services.
- Marketing strategies.

J. Cost efficiency: This category will look at the degree to which budgeting is clear and reasonable and reflects the best use of enterprise and grant resources, while demonstrating a clear commitment of investment by the applicant.

TOTAL ESTIMATED AMOUNT:

Budget Category	Cost (USD)
Personnel	
Activity Cost	
Other Direct Costs	
Total	

K. Environmental Impact: Applicants **must** describe their environmental impact and waste management policy and procedures and show alignment to global and respective environmental management and regulations.

