



U.S. Ambassador's HIV/AIDS Community Grants

The U.S. Ambassador's HIV/AIDS Community Grants program, funded by PEPFAR, assists small grassroots, community-run projects all over South Africa. It aims to strengthen health service delivery in communities affected by HIV and AIDS. The program supports community groups in such efforts as:

- Support for orphans and vulnerable children (OVC)
- Support for community-based HIV and AIDS palliative care and home health care

Project members must make voluntary contributions, such as money, labor or other services toward their efforts. The greater the involvement and contribution from the local community, the more likely the project grant will gain approval. After the money is used, the project must be able to continue on its own or with help from the community.

Each organization that is funded will be required to measure and report the results it achieves with the grant. Grants generally amount to US \$10,000 (approximately R 75,000 at today's exchange rates). In special circumstances and with justification grants can be awarded up to US \$20,000. Grants will be awarded for a one year period. Requests to renew a grant for up to three years will be carefully reviewed and in exceptional cases granted. Organizations that already receive direct funding or substantial support from the U.S. Government are not eligible. Please remember that the Community Grants program receives many applications and has only a limited amount of funds available.

Please read the Project Guidelines on the following pages carefully.

If your organization has a project that falls within the U.S. Ambassador's HIV/AIDS Community Grants Program guidelines, use the attached application to apply for a grant and send it to the office nearest you. The Community Grants Coordinator may contact you and schedule a site visit to assess the capabilities of your project.

Pretoria	Johannesburg	Cape Town	Durban
U.S. Embassy P.O. Box 9536 Pretoria 0001	American Consulate P.O. Box 1762 Houghton 2041	American Consulate Post Net Suite 50 Private Bag x26 Tokai 7966	American Consulate Old Mutual Center 303 West Street Floor #31 Durban 4001
Tel: (012) 431-4240 Fax: (012) 431-4086	Tel: (011) 644-8132 Fax: (011) 646-6914	Tel: (021) 702-7387 Fax: (021) 702-7318	Tel: (031) 305-7600 Fax: (031) 305-7650

To be considered for funding, you must complete this application and submit the requested documents by 1 February.

Projects that are accepted will receive their first portion of funding late in the year.

U.S. Ambassador's HIV/AIDS Community Grants Project Guidelines



Qualifications for Funding

HIV and AIDS Community Grant activities fall into one of two categories:

- Support for orphans and vulnerable children (OVC)
- Support for community-based HIV and AIDS palliative care and home health care

There is no one ideal Community Grant project. However, successful projects share similar features. Community Grant activities should:

- Address one or both of the two categories above.
- Improve basic conditions at the local, community or village level.
- Be community driven. Projects should be oriented toward communities, not individuals.
- Provide services directly to the community.
- Benefit a substantial number of people in the community.
- Involve a contribution of labor, money or materials by members of the local community.
- Be within the means of the local community to operate and maintain.
- Permit quick implementation and impact, using the entire grant within the one-year agreement period.
- Be conducted by local (South African) groups. Community-based organizations, faith-based organizations and groups of people living with HIV or AIDS are encouraged.
- Be able to measure the results of your work (for example, be able to tell how many children or patients are served; how many volunteers are trained; how many people are reached during a campaign).

Acceptable Uses for Community Grant Funding

Funds may be requested for any of the following:

- Home-based caregiver kits and medical supplies
- Training for staff and volunteers
- Prevention and Awareness campaigns, workshops, and outreach sessions to the community
- Equipment for OVC centres
- Educational materials and training supplies
- Equipment for income generation initiatives
- Ongoing administrative or operating costs, such as stipends or rent, may be included in the request, but should only account for a portion of a comprehensive grant proposal.

If your project is considered for funding, you will need to provide **quotations** from vendors for items to be purchased.

Unauthorized Uses for Community Grant Funding

- The U.S. Ambassador's HIV/AIDS Community Grants program cannot contribute money to a building fund, nor can it pay for motorized vehicles, food, or school uniforms.
- Unfortunately, the program cannot fund private businesses, private crèches, or public schools.

Measurable Results

To qualify for funding, your project must be able to measure how it contributes to HIV/AIDS and OVC care. Page 2 of the application asks for these statistics. Additionally, each project accepted for funding must report its results twice a year (March 31 and September 30). You must be able to count or describe the following:

Orphans and Vulnerable Children (OVC) Projects

- Services provided (such as food support, shelter, child protection, HIV and AIDS prevention education, general health care)
- Number of children served
- Number of providers/caregivers trained

Community-based Palliative and Home Care Projects

- Number of individuals provided with general HIV-related palliative and home care
- Type of care provided (such as physical, spiritual, psychological, or social support)
- Number of caregivers trained to provide general HIV-related palliative and home care

For example, an OVC care program might report that over the last year, 75 OVCs received food support and child protection. A program of home-based caregivers might explain that they provide care to 120 patients annually. A drop-in centre might train eight community volunteers each year as activity coordinators. These numbers reveal the work that the project has accomplished, so they are *measurable results*.

Expenditure Reporting

You must account for the funds you have spent, by submitting receipts and signed stipend sheets. These will be collected twice during the year, once after 31 March, and once after 30 September.



U.S. Ambassador's HIV/AIDS Community Grants Application for Funding

U.S. Embassy
Community Grants Office
P.O. Box 9536
Pretoria 0001
Tel: (012) 431-4240
Fax: (012) 431-4086

Contact Information

Name of Organization: _____

Name of Project Coordinator: _____

Telephone/ cell (*very important*): _____ Fax: _____

Alternate contact numbers: _____

E-mail address (*if any*): _____

Nearest city/town: _____ Traveling time to your project from this city/town: _____ hours

Postal Address: _____ Postal Code _____

Physical Location (*see also next page**): _____ Province: _____

Project Description

What month and year did your project or organization start? _____

How many caregivers work in your project? _____ How many people are active in the project? _____

Description of your organization and project: _____

Community Contributions

What has the community contributed to the project? Please be specific and give examples.

Community cash contributions: _____

Other community contributions: _____

List other contributors, including Dept. of Social Development or Dept. of Health, and amounts already given or promised:

Has your organization ever received funding from the U.S. Government? Yes _____ No _____

(*If yes, please explain*) _____

Project Costs

Amount requested from the *United States Community Grants Program*:

- R _____ training for members
- R _____ to purchase material/equipment for _____
- R _____ awareness activities/campaigns in community
- R _____ to pay services for _____
- R _____ stipends
- R _____ rent
- R _____ telephone
- R _____ transportation
- R _____ to pay for other (*specify*) _____

Total: R _____

Briefly explain what the requested funds will be used for:

Measurable Results

What measurable results did your program achieve last year?

*See **Project Guidelines** for more information on Measurable Results.*

Number of children served: _____ Number of patients cared for: _____

Number of community members educated with HIV/AIDS Prevention & Awareness last year: _____

Other (specify): _____

Signature: _____ Printed Name: _____ Date: _____

For your application to be considered, you **MUST** attach the following documents:

1. A detailed **history** of your organization and project stating when it started, what has been accomplished, what you have done for the community, and how the community supports you
2. A copy of your **constitution**
3. A **list of committee members** with their names, addresses, and phone numbers
4. A **map** showing how to get to your project from a major road*
5. Copy of project **bank account details**, if available
6. Proof that the project has its own land (in the name of the project) or permission to occupy the land, e.g. signed **lease agreement** or **land deed**
7. If project is a residential facility, a copy of your **registration** from the Department of Social Development.

Please note there is an extremely high demand for financial assistance and Community Grant funds are limited. Incomplete applications will not be considered. You may provide additional information supporting your application.