

CRF Sub-grant Application Form

ELIGIBILITY CHECK (Official use only)

ELIGIBILITY CHECK	Yes	No
(a) Status of applicant		
(b) Match with target counties		
(c) Type of activities and thematic focus		
(d) Innovation The proposed investments is innovative and brings a clear product or service (model), or a good practice.		
(e) Budget		
(f) Letters of support attached		
(g)The group been trained by IUCN Kenya on Community Resilience Facility (CRF)		

1. APPLICANT BASIC INFORMATION	
a) County	
b) Official name of the applicant	
c) Legal status of the applicant (e.g private company, Cooperative, SHG, CBO, natural person)	
d) Certificate of registration number and type	
e) Year of registration	
f) Name of bank, account number	

g) Number of staff/employees	# of Full-Time Employees	# (Male)	# (Female)
	# of Part-Time Employees	# (Male)	# (Female)
Applicant's contact point:			
h) Name of primary contact			
i) Position			
j) Telephone			
k) E-Mail			
Location of the applicant:			
l) Physical address			
m) Sub-county & Ward			
n) Mailing address			

2. APPLICANT BACKGROUND INFORMATION	
(a) Please state the purpose or mission of your organisation	
(b) Provide a short description of the most significant achievements in the past 3 years	
(c) Provide a short description of how your organisation generates its revenues.	
(d) What is the primary commodity or product/ service that your organisation produces and/or markets?	
(e) Does your organisation have a working relation with smallholder producers. Please describe.	
(f) Please present an organogram of the key functions in your organisation	

(g) Please list names and function of key officials and staff in your organisation			
Key Officials and Staff			
Name	Position	Qualification	Email

3. FINANCIAL STATUS/SYSTEMS			
	2021	2022	2023
(a) What is the annual turnover over the last 3 years (KES)?			
(b) What is the net annual profit after tax over the last 3 years (KES)? For possible loans under the project interventions.			
(c) List your fixed assets and age			
(d) What is the current value of your assets (KES)?			
(e) What are your current savings in the bank (KES)?			
(f) List all sources, amounts, and dates of any donor, government or other outside funding received.			
Donor Name	Date	Type (Loan / Grant)	Value (KES)

(g) Does your organisation have financial statements /reports?	☐ Yes	☐ No
(h) Are the statements /reports audited?	☐ Yes	☐ No
(i) Does your organization have a financial policy and financial systems in place?	☐ Yes	☐ No

Note: In section 7.0 of this Application Form (Due Diligence) the applicant is asked to provide copies of relevant documents.

5. INVESTMENT PROPOSAL	
(a) Describe the current challenges faced by your group or community related to land degradation or climate vulnerability. Explain how access to finance for Sustainable Land Management activities through member lending will address these issues.	
(b) Give a brief description of the group/members investments. List the main goals of the project, focusing on how the group will use the grant to lend to members for Sustainable Land Management investments (SLM) and the expected outcomes.	
(c) Provide a timeline for the grant activities, including loan disbursement and member implementation. All activities must be completed before December 2026 in the first lending cycle. <i>Also outline the key activities your group will undertake to manage the grant and support members in implementing SLM practices. Include training, loan disbursement, monitoring, and support services.</i>	
(d) Describe the anticipated environmental, social, and economic benefits of the project, including improved land productivity, increased	

member income, and strengthened group capacity.				
(e) Specify the number and type of members who will benefit from the loans (e.g., women, youth, farmers) and the criteria for selecting loan recipients.				
(f) Identify potential risks to the grant (e.g., loan defaults, mismanagement, drought, poor uptake) and explain how your group will manage and mitigate these risks.				
(g) Explain how your group will track loan use, member progress, and SLM outcomes. Include tools or methods for reporting to the grant provider.				
(e) What or where is the market opportunity for the group or member investments				
(f) If the member investments are successful, what is the expected additional income for the grant over the next 3 years?	Grant received or applied (KES)	Grant projected increase Year 1	Grant projected increase Year 2	Grant projected increase Year 3
(g) Which expertise and experience does your group or organization have to implement the proposed saving and lending activities?				
(h) Is there any need for training or engagement of external expertise, please specify?				
(i) Please provide information on how you will work closely with local leaders e.g., chief, ward administrator in managing CRF funds				

INVESTMENT BUDGET		
(a) Please insert the total grant that is needed to sufficiently support 2/3 of the members to borrow money for SLM activities.	The current amount of capital the group is using for lending members (included the amount already borrowed by member)	KES
	Funding requested from TWENDE project for sustainable land management activities	KES
(b) How do you plan to grow CRF-funds? What strategies will your group use to increase the original fund		
(c) Will any other parties be involved in providing financial or technical support for this investment <i>If so, list the organization and the nature and size of the support.</i>		

ACTIVITIES AND EXPECTED IMPACT	
(a) What are the key activities expected to be funded through CRF?	
(b) What will the impact/benefit of the proposed investment/activities be on the wider ecosystem restoration?	
(c) Will the investment benefit women and youth? How?	
(d) What is the contribution of the CRF grant to environmentally sustainable practices and/or resilience to climate shocks?	

(e) Will the CRF grant lead to the transfer of knowledge and skills? Who will benefit?	
(f) How will the CRF grant be financially sustainable and scalable after TWENDE support?	

DUE DILIGENCE

NB: The form below captures all possible applicants that are considered by the project as private sector actors, i.e. SACCOs, Self Help Groups (SHGs), Community Based Organisations (CBOs), or a natural person. The (legal) requirements as regards registration or compliance certificates, licenses and other documents mentioned below varies per applicant as a result of the legal form of registration, size of operations/turnover, etc. Non-availability of documents referred to below under Part A and B may lead to exclusion or rejection of the application.

Part A – General information

Document (if applicable)	Available (Yes/No)	Number	If available attach a copy, if not available explain why
a). Registration certificate as applicable (e.g. Department of social services, Company Registrar, Ministry of Industry, Trade and Cooperatives, etc.)			
b). Trade licence / business permit			
c). KRA VAT registration number			
d). KRA PIN number			
e). KRA Tax compliance certificate			

Part B – Financial information

Document	Available (Yes /No)	If available attach a copy, if not available explain why
a). Annual financial reports of the last one financial years (audited or not audited)		
b). Abstract of internal financial procedures		
c). Monthly bank account and/or Mpesa statements of the past six months preceding the date of signing of the application		
d). Statutory filings		
e). Letter of support from ward administrator & social services		

Part C – Legal proceedings

Does any of the following apply to your group/organisation or to (any of) the director(s), board/committee members, manager(s), partner(s), proprietor(s), or sub-contractors?		
a). Been the subject of legal proceedings for insolvency, bankruptcy or receivership, or have your business activities been suspended for related reasons?	Yes/No	If yes, give details
b). Been convicted for any act of fraud, corruption, involvement in a criminal organisation, money laundering, terrorist related offences, child labour or trafficking human beings, or any other offence related to business or professional conduct?	Yes/No	If yes, give details
c). Contracts been terminated for poor performance in the last five years, or any contracts where damages have been claimed by the client?	Yes/No	If yes, give details
d). Been convicted for circumvention of fiscal, social or any other legal obligations that apply to the entity as a result of the nature of its operations and the legal framework in place in the principal place of doing business.	Yes/No	If yes, give details

D – Conflict of interest

Please provide answers to the following questions	
a). To the best of your knowledge, have you or any employee or staff member of your firm, company or organisation ever been employed by International Union for Conservation of Nature (IUCN)?	Yes/No
b). If yes, provide the name of the person in your organisation, and a description of the employment period, including job title, the duration of the employment period and the country of employment.	If yes, give details

c). Is any employee or staff member of your firm, company or organisation related (by blood, marriage or other-wise) to any employee of International Union for Conservation of Nature (IUCN)?	Yes/No
d). If yes, please provide the name of your staff and the name of the International Union for Conservation of Nature (IUCN) staff member they are related to. State the nature of the relationship.	If yes, give details
e). Are there any other potential conflicts of interest between you/your organisation and International Union for Conservation of Nature (IUCN) or any of its partners, staff, offices, contracted consultants or vendors?	Yes/No
f). If yes, please provide further information here.	If yes, give details

E – References

Please list two references outside your organization/group	Name	Relationship	Telephone	E-mail

SIGN-OFF BY APPLICANT

NB: Application Forms that are not signed are not eligible and will not be assessed

I confirm that I have the necessary authority to act for and on behalf of the applicant in signing this application. I confirm that to the best of my knowledge and belief, all information provided in the foregoing pages is correct and complete.

Being the lawful representative of the applicant, I understand that a material misstatement or the omission of material facts may stop IUCN from providing funding, may require the termination of any funding that is awarded, and may give cause for legal action.

I am equally aware, understand and agree that IUCN will not take responsibility or liability for any costs or (actual or assumed) losses incurred or to be made by the applicant, for participating in the application process and/or related to non-approval or rejection of the application.

I am also aware that IUCN/TWENDE-project does not have and shall not engage or entertain in any form of appeal process or procedure(s) initiated by - or on behalf - of the applicant, as a result of decisions made by Conservation International/TWENDE-project as part of the process of screening and assessing the proposal, and subsequently the decision for approval or rejection.

I give permission to IUCN/TWENDE-project to share this application with third parties, incl. posting on its web-site or that of its donors (i.e. Green Climate Fund through the accredited agency – IUCN) information about the applicant (name, locality), the investment plan, the budget, the grant and the implementation results.

This permission also applies to IUCN/TWENDE-project documenting and sharing with third parties (in writing and in pictures through social media and publications) the results, successes, failures and lessons of the proposed and approved grant – and to make visible on-site through notice/sign boards the name of the donors of the TWENDE-project.

By filling out and signing below this Application Form, I acknowledge to be fully aware of these provisions and to be in full agreement with all.

Having provided the information, we/I hereby state:

That all the information furnished in this application – including the information captured under this section is accurate and true to the best of my knowledge.

Date:

Applicant (Group):

Represented by:

Signature:

Stamp: (if available)