



Community Telecommunications Grant Applications

The Telecommunications and Radiocommunications Regulator (TRR) is establishing a Community Telecommunications Grant scheme to enable communities throughout Vanuatu to develop new telecommunications and ICT projects or programs for the benefit of the local community. These projects will be financially supported by the Universal Access Fund (UAF) from contributions to the UAF by the TRR as its voluntary contributions in accordance with section 19(4) and (5) of the Telecommunications and Radiocommunications Regulations Act No.30 of 2009.

In accordance with the TRR UAF financial handling procedures, TRR will allocate funds to support projects provided that 30% of the overall project budget has been raised and are available.

Generally, these grants will be for one off activity which must be completed within 12 months and do not require ongoing financial support from the TRR.

The TRR may also consider applications for projects that are of a significant benefit to the community for extra support where required.

In such cases the TRR is prepared to discuss and consider such a project, however, contact must be made with the TRR prior to application to discuss the details.

Impact Areas

The TRR CTG Grants support a broad range of impacted areas including;

- *Community Training and Capacity Building*
- *Health Support*
- *Education Support*
- *Cultural Heritage and Arts Support*
- *Aged and Disability Support*

• *Family and Youth Support*

Your Grant Application must support one of these impact areas. If you believe your application is for a charitable project outside these areas, please contact the CEO/Regulator to discuss the details.

Grant Application Instructions

Your grant application can be completed digitally, saved, printed and attached to other relevant information required as detailed on page 2.

PLEASE NOTE

Please ensure that you have read the Grant Agreement form
Please ensure you have provided **5 COPIES** of each of the following documents;

- Grant Application form
- Organisation supporting information
- Charitable status

The 5 copies of your application should be mailed to;

**Telecommunications and Radiocommunications Regulator
Community Telecommunications Grants**

PO Box 3547,
Port Vila, Efate, VANUATU

Alternatively they may be hand delivered to;

Community Telecommunications Grants

TRR Office
Walter Lini Highway
Port Vila, Efate, VANUATU

Alternatively they may be emailed to;

ctg@trr.vu

If you require any further information, please contact
Hanson Waki on 27621 or ctg@trr.vu

Grant Application Form

Part A

Name and Details of Applicant Organisation

Full Name	<hr/>		
Address	<hr/>		
Postal Address	<hr/>		
Contact Person	<hr/>	Phone	<hr/>
Position Held	<hr/>	Email	<hr/>
Website	<hr/>	Facebook	<hr/>

About your organisation

Please give a brief description of your community/organisation, its history, aims and details of its services or activities.

Additional Information Required

- Please attach a copy of your charitable status certificate to your application.
- Please attach organisational supporting information (if you have any).

Grant Application Form

Part B

The Project

Title of Project: _____

Funding amount requested: _____

Please give a brief description of the project or program, including how it will achieve its objectives in the community and what needs within the community this project will address.

Please provide a sixty (60) word summary of your project for marketing purposes.

If volunteers will help implement the program, indicate the estimated time involved and any special skills or training required.

If this project is a new initiative, how do you propose to keep this project operating after the Community Telecommunications Grant has been expended?

Please attach or complete a summary budget for the total project including all potential and actual funding sources and all costs in as much detail as possible e.g. Salaries, Equipment, Materials, Other.

Does your community/organisation have reserves and if so, is there any reason why they cannot be used in supporting this project?

Grant Application Form

Part C

Project Details

What is the time frame for its completion, including key milestones and activities?

Who will your project benefit? Will it benefit any specific group defined by religion, ethnicity, gender etc?

What are the specific needs that your project will address?

Which Community Telecommunications Grant Impact Area does your Project best fit within?

- | | |
|--|---|
| <input type="checkbox"/> Aged and Disability Support | <input type="checkbox"/> Health Support |
| <input type="checkbox"/> Community Training and Capacity Building | <input type="checkbox"/> Cultural Heritage and ArtsSupport |
| <input type="checkbox"/> Education Support | <input type="checkbox"/> Family and Youth Support |

How do you propose to measure the outcomes of the project?

Is this application for part of a larger project? If YES, give details: Yes No

Has your organisation explored opportunities to partner with other community organisations to deliver this program/project? Yes No
If YES, give details:

Has alternative funding been applied for? If YES, give details: Yes No

If you do not receive the entire amount applied for, will this project proceed, and if so how?

Grant Application Form

Part D

Recognition of Grant

Detail how you will acknowledge the TRR Community Telecommunications Grant's contribution to your project. eg newsletter, website, social media, newspaper article, radio interviews etc.

Reporting and Grant Acquittal

The TRR will require a Grant Acquittal including photographs as appropriate on completion of the project and its outcomes. An audit report from a registered auditor covering budget and actual costs may be requested for certain projects. It should be noted that in some cases, the TRR may request an onsite review of a funded program.

Grant Application Form

Part E

Declaration

I (full name of Signatory)

Organisation:

Position Held:

I am authorised by my community/organisation named in this application to make this application on its behalf. I confirm that my community/organisation agrees to the terms and conditions relating to grants of the TRR Community Telecommunication Grant as detailed in the Grant Agreement. I confirm that all the information provided in or with this application is true and complete.

The applicant acknowledges that the TRR is under no obligation to make a grant even though the applicant meets all guidelines and eligibility requirements.

Signed for and on behalf of the applicant community/organisation

Signature

Date

Please ensure you have provided 5 copies of all documents required.

Applications can be mailed to the
Community Telecommunications
Grants
PO Box 3547,
Port Vila, Efate, VANUATU

Or delivered to
Community Telecommunications
Grants
TRR Office, Walter Lini Highway
Port Vila, Efate, VANUATU

If you require further information please contact

Hanson Waki, UAP Project Coordinator

27621 or ctg@trr.vu