



APPLICATION FOR GRANT ASSISTANCE



APPLICANT DETAILS:

Applicant Name:

Other Name (s):

Last Name:

Gender:

Date of Birth:

Tax Identification Number:

E-Mail:

Address:

Phone Number:

Alternative Phone Number:

Postal Address:

BUSINESS DETAILS:

Business Name:

New or Existing Business*:

Business Address:

District/ Tikina:

Province:

Business Type:

Sole Trader Partnership Company Co-operative

*New business - (1) You have been operating for less than six months or (2) You have been operating for more than six months but have recently registered your business with the Registrar of Companies Office or Department of Co-operative Business.

Existing Business - You are registered business and have been operating for more than six months

Business Structure:

Micro Small Medium

GRANT REQUEST DETAILS:

Total Project Cost:

Grant from NDP:

Applicant's Contribution:

Loan Sought:



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BUSINESS PROPOSAL DETAILS:

How will you use the grant for your business? What will you buy?

Have you applied or received grant assistance from another Ministry, Government Department or Donor? (If Yes, please specify)

Briefly describe your business? (What type of business do you operate? What service or product do you sell? What Trade Skills do you have that will be used in your business?)

How will this grant help your business? (Will you be able to make more products? Will this help you speed up your production? Will you be able to add a new product or service?)



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BUSINESS PROPOSAL DETAILS:

Projected Outputs of proposed Enterprise:

	Year 1	Year 2	Year 3
Projected Sales in Units			
Projected Sales in Dollars			
Projected Expenditure			
Projected Annual Net Profit			
How many jobs would be created			

How many years have you been carrying out this trade? Do you have certification or training?

How will you advertise or market your business? (How will you let people know what business you are operating, what products your are selling? or what services you are providing?)

What are some of the risks or problems you think you will face once you have started your business or what are some of the problems you are facing if your business is already operating?



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BUSINESS PROPOSAL DETAILS:

How will you solve these problems?

DECLARATION:

- I hereby certify that the above information are true and correct to the best of my knowledge.
- I understand that any false information provided may disqualify me from the funding programme.
- I also understand that providing false information to Government is an offence under the False Information Act 2016 and I may be fined up to \$20,000 or sentenced to imprisonment for up to 10 years if found guilty.

Applicant's Signature: _____ Date: _____

DOCUMENT SUBMISSION:

- Completed Application Form
- Tax Identification Letter/ Joint Identification Card
- Valid Business Registration Certificate
- Management Accounts for those in operation for at least 2 years
- Valid Photo ID of director/proprietor
- Support & Validity letter from relevant Ministry & Stakeholders
- Business Plan inclusive of 3 years Cashflow Forecast/projections
- Compliance to regulatory requirements as per business scope

Received By:	
Verified By:	
Approved/ Declined:	