

# R3 FOUNDATION

## GRANTS APPLICATION

This application is for grants to fund projects and/or programmes in relation to any emergency or disaster that has impacted, or may impact, the Cayman Islands community, including the COVID-19 pandemic and tropical storms/hurricanes.

*Eligibility: not-for-profit organisations that are registered pursuant to the Non-Profit Organisations Law of the Cayman Islands (and those that are exempted from registration under that law).*

Date \_\_\_\_\_

### 1. ORGANISATION INFORMATION

Name of Organisation \_\_\_\_\_

Mailing Address \_\_\_\_\_

Physical Address \_\_\_\_\_

Phone \_\_\_\_\_ Website \_\_\_\_\_

### 2. CERTIFICATE OF REGISTRATION AND ANNUAL RETURN

If you are a registered NPO, please attach a copy of your certificate of registration and your most recent annual return filed under the NPO Law. You may redact the details of your top 10 sources of contributions received if you choose to do so. If you are exempted from registration under the NPO Law, please provide proof of the basis for your exemption.

### 3. ORGANISATION CONTACT INFORMATION

**Chairperson, Executive Director or General Manager**

**Volunteer**

**Paid Position**

Name \_\_\_\_\_ Phone number \_\_\_\_\_ Email address \_\_\_\_\_

**Primary Contact (if different to stated above)**

Name \_\_\_\_\_ Phone number \_\_\_\_\_ Email address \_\_\_\_\_

### 4) ORGANISATION'S GOVERNANCE STRUCTURE, POLICIES AND PROCEDURES

Please confirm the nature of your organisation's structure (E.G., Cayman company, unincorporated organisation, etc.)

\_\_\_\_\_

Please provide a list of your directors/operators (including each director's name and date of appointment), indicating which are independent of the owners and/or founders of the organisation. (submit as attachment)

Does your organisation have a conflicts of interest policy?    YES    NO

Does your organisation have a data protection policy?    YES    NO

What is the date of your organisation's most recent proforma accounts? \_\_\_\_\_

Were your organisations's proforma accounts prepared by a qualified accountant?    YES    NO

What is the name of your accountant (if applicable)? \_\_\_\_\_

Please confirm whether your organisation has segregation of duties around its cash management    YES    NO

We reserve the right to request additional information in order to satisfy ourselves as to the nature of your organisation's financial standing, governance structure, policies and procedures.

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## GRANTS APPLICATION CONT.

### 5. YOUR REQUEST FOR A GRANT IS IN THE AREA OR AREAS OF:

Readiness      Relief      Recovery

Please refer to the definitions in the section below for an explanation of each grant category.

### 6. PROJECT OR PROGRAMME REQUEST INFORMATION

Project/Programme Name \_\_\_\_\_ New      Existing

Approximate Minimum Funding You Will be Requesting:

CI\$1K      CI\$5K      CI\$10K      CI\$25K      CI\$50K      CI\$100K      other \_\_\_\_\_

If you are invited to submit a full application, a full budget may be a required element of the application.

### 7. BRIEF DESCRIPTION (PLEASE LIMIT YOUR ANSWER TO THE SPACE PROVIDED):

Geographic Impact Area (e.g. island, district):

\_\_\_\_\_  
Target Population(s) (who will benefit - include gender, age range, any other details and specify number of direct beneficiaries):

\_\_\_\_\_  
Goals:

\_\_\_\_\_  
Duration:

Fixed Duration, include dates \_\_\_\_\_

Ongoing

## GRANT CATEGORY EXPLANATIONS

**READINESS:** Safeguarding the Cayman Islands by preparing for a range of potential natural (biological, climatological) or manmade (technical, chemical) disasters.

**RELIEF:** Coordinating assistance for people or entities affected by a disaster or emergency.

**RECOVERY:** Rebuilding communities, stimulating the economy and protecting the environment through short to medium term initiatives.

## **GRANT PROPOSAL SUMMARY**

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Please limit your response to the allocated spaces below:

**OVERVIEW** – summarise the proposed project or programme in 1-2 paragraphs. To help our committee better understand your request, please provide additional information regarding your initiative.

**OBJECTIVES & ASSESSMENT** – list the 3-5 main objectives to be achieved by the proposed project or programme; also indicate how progress towards achievement of these objectives will be measured.

**APPLICANT** – please provide a brief description of yourself (if individual) or your organisation in terms of history, mission and others who are involved.