



# JAMAICA SOCIAL INVESTMENT FUND

ISO 14001:2004 Certified

## APPLICATION FOR FUNDING A COMMUNITY PROJECT



**Please read the 'Guidelines for Completing the Application Form' supplied with this application form BEFORE starting to fill in this form. Please complete ALL of the questions on the form.**

### SECTION 1: GENERAL INFORMATION

1.1 Community name:

1b. State any other name that the Community is known by:

1c. Where is the Community located:

1.2 Parish name:

1.3 Approximately how many persons live in your community (please include children)

1.4 Name of Community Based Organisation/Sponsoring Body making this application:

1.5 Name of any other organisation/person that is helping you in this project (if applicable)

Name	How is this organisation/person helping

Other (Please specify) \_\_\_\_\_  
\_\_\_\_\_

**VERY IMPORTANT**

**LAND TENURE**

If you want JSIF to assist with a building project, you must tell us exactly what the land ownership/lease arrangements are. Please attach copies (not originals) of land titles or lease agreements, of not less than 49 years, with this application. Failure to do so will result in rejection of this application.

1.6 What is your project idea?

Listed below are the projects which qualify for funding from JSIF. Please tick the ONE which best describes your project.

<input type="checkbox"/>	<b>Social Infrastructure</b> including the rehabilitation, expansion, construction and equipping of:
<input type="checkbox"/>	Basic School
<input type="checkbox"/>	Primary School
<input type="checkbox"/>	All Age School
<input type="checkbox"/>	Health Centre (Types 1 & 2)
<input type="checkbox"/>	Community Based Water Systems
<input type="checkbox"/>	Home/Place of safety for children, the elderly or the disabled
<input type="checkbox"/>	Day Care Centre
<input type="checkbox"/>	Community Centre
<input type="checkbox"/>	Sports Facility
<input type="checkbox"/>	Sanitary Facilities, drains & canals

<input type="checkbox"/>	<b>Economic Infrastructure</b> including the construction, rehabilitation and upgrading of:
<input type="checkbox"/>	Rural feeder road
<input type="checkbox"/>	Foot path
<input type="checkbox"/>	Small bridges
<input type="checkbox"/>	Small factory facilities producing agricultural products

<input type="checkbox"/>	<b>Social Services</b> including:
<input type="checkbox"/>	Conflict resolution
<input type="checkbox"/>	Career Guidance & Job Placement
<input type="checkbox"/>	Counselling for families and youth

<input type="checkbox"/>	<b>Organisational Strengthening</b> including providing technical assistance and training to:
<input type="checkbox"/>	Governmental and non-governmental institutions in participatory project identification
<input type="checkbox"/>	Sub-project sponsors and communities to upgrade their skills in organisation and mobilisation and in the preparation, implementation management and maintenance of projects

**SECTION 2: COMMUNITY PLANNING PROCESS**

**PLEASE NOTE**

This application must be submitted with a Community Development Plan which outlines the priorities for development in your community. If you do not have a Community Development Plan please contact your SDC Parish Office. If JSIF does not receive a copy of the Plan within three months of receiving this application

2.1 Do you have a Development Plan for your community? Yes  No   
**Please attach a copy**

2.2 List the Development Priorities for your community

<b>Ranking</b>	<b>Describe the priority</b> (e.g. repair to road, sanitation, water, improved housing, schools etc.)	<b>When should this be dealt with?</b> (now, soon, later)	<b>Who should deal with it?</b> (the community by themselves or with help from outside)
1 (most needed)			
2			
3			
4			
5 (least needed)			

2.3 How were these Development Priorities identified? Tick **ALL** that apply  
**Please attach a copy of meeting minutes or any other relevant reports**

- Community Planning Meeting
- Survey of Community needs by the community
- Survey of community needs by external groups/organisations
- Series of informal rap sessions/corner meetings
- Other (state)

2.4 Approximate date these priorities were decided

2.5 How many persons from your community do you think were involved in determining the Development Priorities?

2.6 Is the Parish Development Committee aware of your Development Priorities?

Yes

No

2.7 How were they made aware?

**SECTION 3: COMMUNITY BASED ORGANISATION**

3.1 How long has the organisation been in existence?

3.2 What other community projects have the organisation undertaken?


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3.3 Describe your Community Based Organisation Executive Committee

Name	Position on Executive	Number of years served in this position

3.4 Please list the contact information for at least two members of the executive

	1	2
Name		
Address		
Telephone number		
Fax number		
E mail address		

3.5 What skills exist in your community? (Please tick)

				Contractor
	Accounting/Book keeping		Painter	Carpenter
	Plumber		Mason	Cabinet Maker

Other (please specify) \_\_\_\_\_

**SECTION 4: COMMUNITY INFORMATION**

4.1 What do MOST people do to earn a living in your community? (Please tick the box)

Farmer/fishermen		Tourism work	
Higgler		Manual Labour	
Factory work		Clerical work	
Domestic Work		Self Employed	

4.2 Tick which of the following you have in your community

	Yes		Yes
Post Office		All Age School	
Health Centre		Inadequate transportation system	
Community Centre		Electricity	
Basic School		Household water supply	
Primary School		Bad roads	

4.3 What size houses do MOST people in your community live in?

Less than three rooms		More than three rooms	
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4.4 On average how many persons live in a household?

4.5 How do MOST people cook in your community?

Using coal pot/kerosene or wood		Using electricity or gas	
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4.6 Would you describe your community as

Peaceful and secure		Violent and insecure	
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#### SECTION 5: COMMUNITY CONTRIBUTION

Tick any you think that the community is committed to support:-

Clear/bush the site to accommodate construction work		Provide meals for workers	
Provide security for the construction materials and machinery		Provide free labour	
Provide storage for the construction materials and machinery		Provide storage facilities for raw materials	
Plan/organise sponsor signing and handing-over ceremonies		Cover the cost of utilities	
Engage in clean up exercise after construction		Demolition of building	
Carry out landscaping after construction		Provide equipment, fittings, furniture	
Finance costs of refreshments at ceremonies and meetings relating to the implementation of the project		Provide accommodation for visiting project officers	
Provide discount labour		Raise funds	

Describe other suggestions


How many community people will participate in providing this contribution to the project?

**SECTION 6: MAINTENANCE**

6.1 When JSIF finances a project the community is required to maintain it. How do you plan to do this?


6.2 Will your community group be able to carry out the following activities (**Please indicate either YES or NO**)

Regular inspections		Regular cleaning, clearing or oiling	
Doing small repairs as needed		Taking action to prevent problems	

6.3 SIGNATURES OF EXECUTIVE MEMBERS OF YOUR COMMUNITY BASED ORGANISATION

Please have **THREE** executive members sign the form and at least **one** should be a female.

Name	Position	Signature

Date form submitted

Date form received (for office use only)