

**SDGIF MSMEs Application Form**

Own contribution:

Amount Required from SDGIF:

|  |
| --- |
| **Section I. About your MSMEs** |
| Name of business and/or trading name |
|  |
| Physical business address |
|  |
| Occupancy status  Owner  Tenant Date of occupancy |
| Postal address |
|  |
|  |

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| --- |
| **Business contact person/s** |
| Name |
| Designation or position in business |
| Telephone number (landline) Cellphone number |
| Email address |

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| **Business description and overview** |
| Type of business and registration number, for example, close corporation or partnership. If a franchise, please provide details of the franchisor’s name |
|  |
|  |
| Industry of operations or business sector, for example, manufacturing, retail, or services |
|  |
| Are you in the UNDP List 1267.1989 or UN Ineligibility List?  YES or  NO |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Number of permanent employees** | | | | | | |
| Key members who will manage the business on a day-to-day basis. Please attach CVs of key members detailing work experience and skills and position and responsibility in company | | | | | | |
| **Name** | **Position or function in business** | **Male (m) or Female (f)** | **Highest qualification** | **Length of service** | **Time in related industry** | **Time running own company** |
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| --- | --- | --- | --- | --- | --- |
| **Ownership** | | | | | |
| Key members who will manage the business on a day-to-day basis. Please attach CVs of key members detailing work experience and skills (If CV is held then no need to complete) | | | | | |
| **Name** | **Interest or shareholding in %** | **Highest qualification** | **Length of service** | **Time in related industry** | **Time running own company** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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| **Section II. Proposed Solution** |

## **2.1 Proposed business idea/solution**

## **2.2 Approach to implementation of the solution and key activities**

## **2.3 What is innovative about the proposed solution**

## **2.4 Implementation timelines**

## **2.5 Potential impact on the job creation/ business opportunities for women and youth**

## **2.6** **Potential for Replication or Scaling**

## **2.7 Risk and Mitigation Measures**

## **2.8 Reporting and Monitoring**

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| **Section III. Financial Details *(MSMEs can make use of SDGIF budget template)*** |

*Kindly ensure the following financials are accompany application form*

* 1. Detailed Budget Description
  2. 3 Year Cashflow Forecasts
  3. Detailed description of own contribution
  4. Anti-corruption strategy

|  |
| --- |
| **Checklist** |

*Kindly ensure that the following supporting documents are included in your application*

* Identity documents of all partners/members/owners/directors
* Company Registration Certificate / Memorandum and Articles of Association
* Supporting Documentation - Tax and Social Security Good Standings and SME Registration Certificate
* Detailed budget description
* 3 Year Cashflow Forecast
* Detailed description of own contribution

Applicant signature

Date