



# Donor Directory for Development

A Resource for the non-profit sector  
in Cape Town

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CONTENT**



CITY OF CAPE TOWN | ISIXEKO SASEKAPA | STAD KAAPSTAD

THIS CITY WORKS FOR YOU



# DONOR DIRECTORY FOR DEVELOPMENT

A Resource for the Non-profit Sector in Cape Town

3<sup>rd</sup> Edition published by:  
The City of Cape Town  
Economic and Human Development Department

Researched and compiled by: Development Works



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Economic and Human Development Department

**Researched and compiled by:** Development Works

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The opinions expressed in this Directory do not necessarily represent the official views of the City of Cape Town.

All the information and contact details provided in this publication were accurate and up-to-date at the time of going to press. However, contact details of organisations change on a regular basis. Readers are therefore encouraged to contact potential funders and verify details, before submitting a letter of introduction or a proposal.

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## Acronyms

**CBO** Community-based Organisation

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**CSI** Corporate Social Investment

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**FBO** Faith-based Organisation

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**MDG** Millennium Development Goals

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**NGO** Non-governmental Organisation

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**NPO** Non-profit Organisation

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**NYC** National Youth Commission

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**NYP** National Youth Policy

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**ODA** Official Development Assistance

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**PBO** Public Benefits Organisation

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**SARS** South African Revenue Service

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**TEU** Tax Exemption Unit

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**SMME** Small, Medium and Micro Enterprises

## Introduction and Acknowledgements

One of the major challenges facing those involved in development projects has always been to secure funding.

Each year, the City of Cape Town receives numerous requests for funding and each year non-profits struggle to acquire funding for their individual purposes.

The City's Economic and Human Development Department has therefore, embarked on a process to provide grant seekers with information on alternative sources of funding that are linked to local and economic development. More specifically, the City is focussing on supporting youth related initiatives, because of the valuable contribution of tomorrow's generation in our country's growth and development.

It is hoped that this Directory will provide individuals and organisations with information on how to access alternative funding sources. This resource will better equip non-profits to achieve their objectives and contribute to local development in a more sustainable way.

Economic and Human Development Department  
The City of Cape Town

Zolile Siswana  
Director - EHD

## How to use this Directory

The aim of the Donor Directory is to empower members of the non-profit and development sector. This edition serves to supply grant seekers in Cape Town and the Western Cape with a range of updated and easily accessible information on the fundraising process, from how to register your organisation, to information on the donor environment.

This directory is for a broad audience within the non-profit and development sector. Regardless of whether you are a mature, well-established non-profit organisation or, one that is just starting out, we trust that you will find information that is relevant to your concerns. This directory aims to equip you with tools that can assist your organisation in improving and consolidating its fundraising efforts and working towards a more sustainable future.

Symbols used in the *List of Potential Funders* section of this directory, will assist you in finding your way around this booklet, helping you identify information that is most relevant for your organisation.



website address



contact person / position



telephone number



fax number



email address



postal address



physical address



programme areas of investment



intended recipients for funding



criteria for funding



exclusion from funding

The focus has been on including organisations that are receptive to funding projects in the Western Cape. However, funding priorities change and it is possible that funders shift their geographic focus. Funders could therefore, have been included or excluded as a result of this focus. Grant seekers are encouraged to verify focal areas for funding with individual organisations.

Calls were made to the organisations in order to confirm their contact details, as well as their grant and donor related information, as provided on their respective websites. However, where the research team was unable to verify information obtained beyond what was available on the company websites, the organisations were listed as semi-verified. Grant seekers are therefore encouraged to contact all organisations directly - as a starting point - and check their criteria around funding and preferred recipients, ascertaining whether they are a potential source of funding for the organisation.

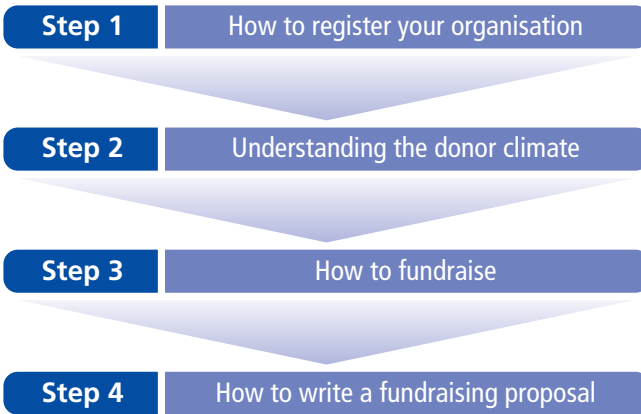
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## Section 1: Steps to Follow in Resource Mobilisation

There are a few basic steps to follow in order to mobilise resources for your organisation.



### Step 1: How to register your organisation

The Non-Profit Organisation Act of 1997 establishes a legal framework that allows non-profit organisations to grow and develop. Under this act, is the Directorate of Non-Profit Organisations, which is now housed in the Department of Social Development. This department is responsible for building a system of social development services that facilitates human development and works in partnership with non-profit and non-governmental organisations.

#### Importance of registering

It is important to register your organisation as a legal entity. Most - if not all - funders, require that each organisation they fund is officially registered with the government as a non-profit organisation.

A non-profit organisation is defined as a trust, a company or other association of persons, established for a public purpose, where the income and property of the organisation are not distributable to its members or office bearers, except as reasonable compensation for services rendered.

Any organisation can apply for registration, provided that it is not for profit and is not part of the government, such as;

- Non-government Organisations (NGO),
- Community-based Organisations (CBO),
- Faith-based Organisations (FBO),
- Organisations that have registered as Section 21 Companies under the Company Act 61 of 1973,
- Trusts that have been registered with the Master of the Supreme Court under the Trust Property Control Act 57 of 1988, and
- Any other Voluntary Association that is non-profit.

## The registration process

There are several things you need to consider before you decide to register your organisation.

- *Constitution.* The directorate will only register a properly set up legal entity with a founding document, such as a constitution. This document must explain what your organisation will do, how it will be structured, and how it will be run. An example of a constitution can be downloaded from [www.welfare.gov.za](http://www.welfare.gov.za) or obtained directly from the department at (012) 312 7500.
- *Type of organisation.* Your organisation will need to make a decision about the type of non-profit organisation it would like to form. There are several different types: Section 21 or Section 18(a) companies; trusts and voluntary organisations.
- *Choice of legal entity.* Be aware that while many donors will fund any type of non-profit organisation, others will only fund a Section 21 or Section 18(a) company. This is an 'Association Not For Gain' and does not intend to make, or to be judged by, the profits that it makes. It is therefore important to consider which type of registration is best suited to your organisation. This information, and other details regarding legal entities is available on [www.welfare.gov.za](http://www.welfare.gov.za).
- *Opening a bank account.* A funding organisation cannot give you funding without a bank account. Therefore, if you are a new organisation you will need to open one.

## Registration requirements

- Submit a completed application form (obtainable from the Department) and,

- Two copies of the organisation's founding document i.e. a constitution/ deed of Trust or, a Memorandum and Articles of Association.

Please note that registration for a non-profit organisation is free of charge.

NPO Directorate  
Department of Social Development  
Private Bag X901, Pretoria, 0001  
Tel: 012 312 7500  
E-mail: [Npoeenquiry@socdev.gov.za](mailto:Npoeenquiry@socdev.gov.za)

## Benefits of registering

- Registering helps in finding ways of getting benefits like tax incentives and funding opportunities.
- Registering brings your organisation into a formal system.
- Registering makes your organisation accountable to a public office, which, in turn improves its credibility.

## Income tax exemption

Income tax exemption is preferential treatment that is granted to non-profit organisations established for the benefit of the general public.

The Taxation Laws Amendment Act, No. 30 of 2000 introduced the concept of a "public benefits organisation" carrying on a "public benefits activity". Given that non-profit organisations play a significant role in the societal and developmental needs of the country, they relieve the State of a financial burden. Therefore, preferential tax treatment is designed to assist non-profit organisations with resource maximisation and to provide an enabling environment in which these organisations can achieve their objectives.

It should be noted that even if an organisation has a non-profit motive, it is not automatically exempt from paying income tax. The organisation will only be exempt from payment of income and other related taxes, if it complies with the relevant requirements and conditions as set out within tax legislation.

Requirements and conditions necessary to qualify for this exemption are laid out in Section 30 of the Act and are as follows;

- A company incorporated under section 21 of the Companies Act, which has a memorandum and articles of association as its founding documents and is registered with the Registrar of Companies,

- A trust which has a founding document, a trust deed which is registered with the Master of the High Court,
- An association of persons, which is a voluntary association of persons governed by a constitution, and
- An organisation of which the sole object is carrying on one or more public benefit activities.

Details of conditions for qualifying as a Public Benefits Organisation (PBO) are available on the South African Revenue Service (SARS) website at [www.sars.gov.za](http://www.sars.gov.za). Should your organisation meet the requirements as set out, it can apply for tax exemption as a PBO.

### Procedure for applying for tax exemption

- Organisations wishing to apply for exemption from income and, for approval for donations to be tax deductible in terms of section 18A of the Income Tax Act, must complete an application form EI 1. The EI 1 can be downloaded from the SARS website at [www.sars.gov.za](http://www.sars.gov.za).
- The completed form, together with the relevant required supporting documentation, must be submitted to the Tax Exemption Unit (TEU), which is an office within SARS that deals with tax exempt entities.
- The supporting documentation must be attached and submitted together with your application form EI 1. A list of the required supporting documentation is available from the SARS website at [www.sars.co.za](http://www.sars.co.za).

The TEU handles the application for tax exemption from non-profit organisations. It further conducts annual assessments of organisations once they become tax exempt. It is important that all requested information and relevant required supporting documentation is submitted to the TEU along with the application form EI 1. Incomplete applications will be returned.

#### Submit applications to:

The Head: Tax Exemption Unit:  
 P. O. Box 11955, Hatfield, 0028  
 Telephone: 012 422 8800  
 Facsimile: 012 422 8830  
 Email address: [teu@sars.gov.za](mailto:teu@sars.gov.za)

## Step 2: Understanding the donor climate

### Approaching a funder

When it comes to obtaining assistance from donors, there are three basic rules to consider:

- Familiarise yourself with current trends in the donor environment.
- Understand whether you match the objectives and meet the criteria of your prospective donor/s.
- Formulate a strategy on how to approach funders.

There is a wide selection of sources to which fund seekers can appeal for support, both locally and internationally. These include but are not limited to;

- Government,
- Philanthropic entities (foundations and trusts),
- Faith-based organisations,
- Development agencies,
- Educational institutions, and
- Corporate entities.

The type of assistance is not confined to monetary contributions only, but can involve a variety of other forms of support (Refer to section on The Diversified Funding Approach Pg 22). Understanding the various forms of support that are available will help you to diversify your funding streams in order to;

- Identify and tap into a wider range of funding opportunities,
- Avoid limiting yourself to one area of support, and
- Spread your options widely.

A good place to start, particularly if you are a recently established NGO or fund seeker, is to create a comprehensive list, preferably in a database format. Then, prepare a strategy detailing how you will approach the funder. In preparing this strategy you should;

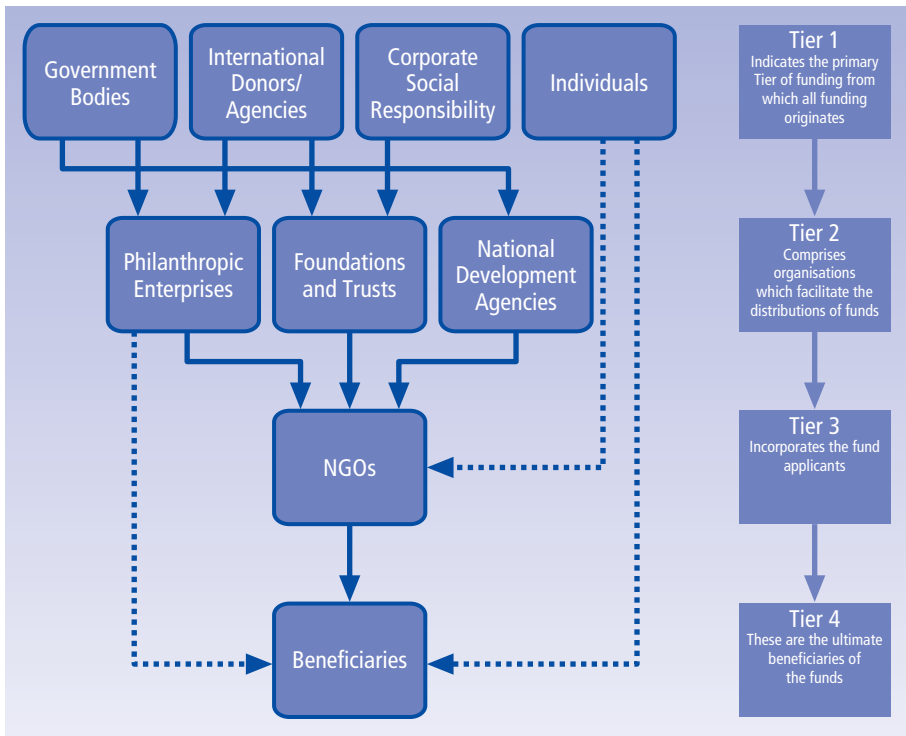
- Understand the broader funding environment,
- Familiarise yourself with the donor/s, and
- Prepare an appropriately tailored application.

### The local funding scenario

In the past several years, the funding scenario in South Africa has changed, particularly with respect to overseas aid. Previously, international funding was directly available to non-profits. Currently, most international funding is channelled through governmental departments, which then filter the funding through to various agencies on the ground. As a result of this shift, fund seekers must be creative and competitive when sourcing funding support.

Figure 1 offers a visual example of how development aid is ordinarily channelled, by way of a four-tiered system.

Fig. 1 **THE FLOW OF DEVELOPMENT AID**



Source: Adapted from Corporate Social Investment Handbook (2003)

Many non-profit organisations in South Africa have come to rely on government for their funding. Various departments within government have particular focus areas and have specific programmes and funding requirements. Departments which have extensive funding programmes are the Department of Trade and Industry, Department of Social Development and the Department of Tourism.

While government sources do provide a significant amount of funding in the sector, the reliance of non-profit organisations on government as their single source of funding, creates a level of dependency that is problematic. Diversifying funding options is key to sustainability in a non-profit organisation. Projects have been known to fail, because non-profits have not adequately diversified their funding options.

Having a sound knowledge of available local resources and learning how to persuade funders of your organisation's need, is vital. Your efforts to secure funding will more likely be successful if your approach is proactive, creative, and professional.

### The international funding scenario

International donors want to be assured that their money is being spent for its precise purpose. Accountability is an essential pre-requisite to receiving development assistance. It is imperative that you incorporate a comprehensive system of monitoring and reporting into your proposal. This will not only demonstrate willingness on your part to be transparent, it will also serve to highlight to the donor your professionalism - and, will go a long way towards convincing the donor that your organisation is a worthwhile investment.

Most international donor governments tend to channel their financial assistance or Official Development Assistance (ODA) in a variety of ways;

- Through government entities in the form of partnerships,
- Through other international donor institutions (i.e. UN, World Bank etc),
- Through their embassies, and
- Through their own development agencies - sometimes housed in their embassies.

### Sources of funding:

#### Philanthropic enterprises

Independent trusts and foundations (both international and local) tend to support gaps in government funding, although each has its own and independent culture and criteria. These are independent entities, which ordinarily provide assistance in the form of grants to non-profit organisations. Most of the income of trusts and foundations is derived from sources such as an endowment, a wealthy benefactor, a corporation or, from fundraising campaigns.

#### Faith-based organisations (FBOs)

FBOs remain an under-utilised resource. Many funders make it a point not to fund causes which have a religious focus. This can limit the scope of funding sources for those non-profits that have this particular area of interest.

FBOs are increasingly being asked to assume leadership positions in tackling social issues and are being relied upon by government and other entities as initial entry points into affected communities.

## Educational institutes

Non-profit organisations should realise that education institutions are also potential sources of funding. Some institutions either provide assistance by way of volunteer programmes, donations-in-kind, or direct monetary assistance.

## Corporates

South African corporates provide a substantial degree of funding support to local development initiatives through sponsorships or corporate social investments (CSI). Government provides incentives to corporates who demonstrate commitment in this area through tax incentives, black economic empowerment compliance awards and recognition. The list continues. Added conviction for corporates to engage more responsibly, is provided by the United Nations Millennium Development Goals (MDGs), which recognise corporate social responsibility as part of a wider campaign towards global poverty alleviation.

### Step 3: How to fundraise

Understanding all the elements of the fundraising process will assist your organisation in the development of effective fundraising strategies.

## What is fundraising?

Fundraising is the process of gathering money, or other kinds of donations from; individuals, groups, organisations, businesses, governments, charities, foundations, trusts and corporations. The aim of fundraising is to fulfil the needs of the non-profit sector with the resources available in other sectors. It is strategic for grant-seekers to view fundraising as a professional and mutually beneficial activity. While fundraising provides non-profits with several types of support, it also provides funders with an investment opportunity.

## More on donors and funding opportunities

It is important to be creative in sourcing funding opportunities. Once you have identified that a particular individual or group could be a potential funder, it is up to you to convince them that their donation is necessary. This can be done by showing them what benefits their investment would have for their organisation and yours.

It is also important to maintain relationships with funders once funding has been provided. Disbursement of funds marks the start of a relationship in which you should regularly communicate with donors. In some cases, you will be required to report back according to their standard reporting requirements. Most importantly, ensure that you meet the deadlines for reporting, and that all necessary documentation is provided, especially in terms of financial elements. Showing appreciation and thanks for their contribution is also very important. Acknowledge their contribution, especially in your marketing material, such as; brochures, websites, pamphlets and annual reports.



## Fundraising fundamentals - 10 useful tips<sup>1</sup>

“A successful fundraiser has a thick skin, a soft heart, exceptional hearing, a quick mind, a slow tongue and no shame.” - By Robert DeMartinis.

1. Look professional and act professionally.
2. Speak with enthusiasm, excitement and conviction for your cause, or ask someone who can. If you seem disinterested, the donor will be disinterested.
3. Do not ask for a gift, offer them an investment opportunity. Convince them why they need to support the cause, rather than beg them for money.
4. Network, network network!!! Attend events, speak to everybody, make friends and connections. Fundraising often starts with who you know.
5. See everyone as a donor. Donors are not only big companies with lots of money. Identify people who can contribute to your cause by volunteering, providing sponsorship and such.
6. Develop a strategy. Identify possible donors and prepare your approach.
7. Diversify! Do not put all your eggs in one basket. Approach many donors for different donations like materials and/or equipment, not only cash donations.
8. Pay attention to calls for funding in the newspapers and other media.
9. Look and listen. Look for donors and listen to their needs and concerns.
10. Stay educated on the development sector by accessing information from established organisations, reading relevant publications (including free material on-line) and gaining access to free government documents.

## The basic steps to successful fundraising: *some questions to ask*

Fundraising is one of the most important activities that your organisation will undertake. It determines whether or not your organisation will be able to carry out valuable programmes and projects in society. Sufficient funding can ensure the future sustainability of your organisation. More so, as part of your fundraising strategy, it is essential to look to income generation and resource mobilisation as ways of sustaining your future. A creative and proactive approach will ensure that you do not become dependant on only one source of income.

The following information is a guideline to some of the basics of fundraising. The limits of fundraising are defined by your imagination!

### 1. What are your organisational goals and objectives?

It is important to know exactly what you wish to achieve. Your organisation must have goals and objectives. Identify what services you currently offer and would like to offer in future. You must then identify where your funding needs are - both current and future - so that you can set realistic funding goals.

<sup>1</sup> [www.fastennetwork.org](http://www.fastennetwork.org)

## 2. What are your funding goals and needs?

Once you have identified what areas need funding or support, you can begin to plan your funding strategy. Remember not to expect to raise very large amounts of money. Be realistic about what you can achieve. You need to consider the following questions:

- What is your organisation's income?
- Does it meet service delivery (projects and programmes) and operational (staff, equipment) costs?
- Is this income continuous or will it 'dry up'?
- What programmes and services need funding?

Once you have answered these questions it will be easier to see what areas need funding or other forms of support (other than cash donations) such as; volunteers, donations-in-kind or, sponsorship.

## 3. What is our current fundraising strategy - is it effective?

Review and assess the successes or failures of your previous and current funding strategy. This will enable you to identify;

- What works,
- What does not work,
- Possible areas for improvement, and
- New opportunities.

### Setting up an evaluation board and fundraising committee

In order to successfully fundraise, you could also set up an evaluation board and a fundraising committee, so that you are constantly adjusting your fundraising strategy effectively and work in a focused manner. These two bodies can work together in the various stages of; planning, conducting donor research, undertaking any public relations work and, monitoring financial resources. They could be responsible for all aspects of the fundraising process, from development to implementation. Ensure that those involved receive appropriate training. Your governing body (committee/trustees) should be committed and be able to assist with fundraising - as this is an ongoing and demanding process.

## 4. What is your plan of action?

Creating an action plan is the next step after identifying your organisation's goals and objectives. The action plan should be time specific, showing your fundraising strategy and the actions that must be taken to execute it.

Fig. 2 AN EXAMPLE OF A FUNDRAISING ACTION PLAN

Objective	How	Fundraising Strategy	Action to be taken	By when	Evaluation/ Task done
To create public awareness for our organisation and its projects	How	<ul style="list-style-type: none"> <li>• Provide investment opportunities for a company through sponsorship of event</li> <li>• Invite the media</li> </ul>	Send proposals to companies B, C, D, E Call Media	7 August 2007	Yes / No - Why / why not?  Further steps to be taken

## 5. Evaluating your successes and achievements

The best way to fundraise successfully is to evaluate all previous funding efforts. Evaluation is not simply about how much money you raised, but measuring the effectiveness of the whole process. You need to assess what went well and, what went wrong. These are some key questions that you may want to consider in this assessment:

- Did members of the organisation work together effectively?
- Did everyone carry out assigned tasks on time? If not, why not?
- Was the budget realistic and well thought through?
- How diversified is the funding? In other words, did your organisation depend on one type of funding from one source, or from a range of sources?

Evaluating your entire funding project is a vital step. Make sure that it is done with the evaluation board and funding committee. Implement the suggestions made so that you can work smarter to achieve your goals in the next funding cycle.

## The ten most common reasons grants are declined

If you did not receive the funding or donation you applied for, it is very important that you ask the question **“WHY?”**. Approach the donor, asking them if they can appropriate some time to explain to you why the proposal was unsuccessful and give you feedback on your application. This feedback will enable you to make the necessary changes and improve the quality of your approach.

### Here are some reasons given by donors of why proposals for funding are often rejected:<sup>2</sup>

1. “The organisation does not meet our priorities.”  
Undertake sufficient research before applying, to ensure that you closely match the funding criteria for a particular organisation.
2. “The organisation is not located in our geographical area of funding.”  
Get all qualifying guidelines for the grant before applying.

<sup>2</sup> [www.gdrc.org/ngo/ncafe-ks.html](http://www.gdrc.org/ngo/ncafe-ks.html)

3. "The proposal does not follow our prescribed format."  
Read the application information very carefully and follow it exactly. Ensure that your application is complete and submitted in the required format.
4. "The proposal is poorly written and difficult to understand."  
Have friends and experienced people critique the grant. Obtain assistance to improve the quality of your proposal.
5. "The proposed budget and grant request is not within our funding range."  
Look at the average size of grants of the funder and whether your budget matches the funds that may be available for dispensing.
6. "We don't know these people - are they credible?"  
Set up an interview before submitting the proposal and have board members and other funded organisations give you credibility. Provide written references from other funders, if you can. Ensure that all supporting documentation, backing your credentials, are provided with your proposal. Build your credibility by ensuring that reputable members of the community serve on your Board of Trustees or, as Patrons.
7. "The proposal doesn't seem urgent - and I'm not sure it will have an impact."  
Study the priorities and have a skilled writer assist you, in order to ensure that you retain the interest of the funder. Ensure that you clearly indicate how and when your project will have an impact on the identified beneficiaries.
8. "The objectives and plan of action of the project greatly exceed the budget and timelines for implementation."  
Be sensible about the programmes and budgets - only attempt to undertake a plan of action that realistically, can be delivered. Give the amount requested and your available resources.
9. "We've allocated all the money for this grant cycle."  
Don't take this personally. It is a fact of life. Undertake research into the time frames of the various grant cycles and try again.
10. "There is insufficient evidence that the programme will become self-sufficient and sustain itself, after the grant is completed."  
Add a section to the proposal on plans for sustainability and develop a long-term strategy.

## The diversified fundraising approach

There are many ways to fundraise other than mass mailing, which is sending the same funding proposal to many donors in the mail. Mass mailing is actually an extremely unsuccessful method of fundraising, almost guaranteed to result in rejection. Donors can pick up whether or not you put the effort into understanding their values and objectives, and developing a

project and proposal in-line with their guidelines. Proposals that are tailor-made, are usually much more successful. A diversified fundraising approach goes beyond the submission of proposals to funders. Such an approach seeks other, non-monetary ways to gather resources and benefits to the organisation. In a diversified fundraising approach, recognising the following alternative fundraising methods is key:

### **The value of the internet**

Marketing your organisation through the internet is a useful form of fundraising. You reach a global audience quickly, because communication with a donor is literally a click away. The internet has many useful sites on how organisations can increase their visibility online.

### **The value of marketing**

One of the best ways to market your organisation is by holding fundraising events, such as, auctions or, gala dinners. When properly organised, such events are valuable activities that can impact your organisation's development, in terms of the contacts made and publicity gained. The actual event will promote and publicize your organisation and its cause, while ticket sales from it will provide cash funds. These events are opportunities to network with key people in the sector, helping your organisation to form partnerships with groups in the field. The event will also allow for the identification of possible future investors.

### **The value of the media**

The media also play a crucial role. Various television programmes, newspapers and magazines, as well as radio broadcasts can help to keep your organisation in the public eye, by providing it with a voice to communicate its cause and highlight an area or aspect that needs attention.

#### **Television**

Exploring the various social support programmes available on different television stations, is a creative way to possibly expose your organisation to a wider audience.

#### **Below are a few examples of currently running programmes:**

- **E – TV** hosts *Let's fix it*, a programme which identifies communities or people with socio-economic problems. It implements projects and devises ways to improve lives through sponsorships, by drawing together various resources in order to realise the goals of their projects. Visit [www.etv.co.za](http://www.etv.co.za) for more information.
- **SABC 1** hosts *Vuk'uzenzele*, a programme which showcases entrepreneurs who have taken the first step to participate in the South African economy. The show encourages the unemployed and those in business to broaden their horizons, by taking advantage of opportunities that lie ahead. It also

educates young entrepreneurs on how to start, grow and sustain their businesses. Visit [www.sabctv.co.za](http://www.sabctv.co.za) for more information.

- **SABC 2** explores the emerging soul of South African business in its programme *Kaelo*. It highlights and explores some of the very crucial work being done by NGOs, corporates and individuals as they work to develop the country in their many and varying capacities. Visit [www.kaelosa.com](http://www.kaelosa.com) for more information.

## Print

Using newspapers and magazines to source for funding opportunities and/or other types of opportunities, such as skills training and volunteerships, is another means of diversifying your sources of funding and support. The business sections in most newspapers, provide a wealth of information on corporate initiatives which target women, youth and disadvantaged groups. Additionally, many of the articles in this section offer insight and advice on how to start, maintain and expand small business ventures. Other newspapers and magazines offer skills training programmes or, advertise internship opportunities. As a fund seeker, it is important that your organisation consult newspapers, such as, the Cape Times, the Cape Argus, Die Burger, the Mail and Guardian, Business Day, and the various community newspapers, on a regular basis.

## Radio

Radio is another useful medium. It is an accessible source of information gathering and information dissemination, with regards to the needs of your organisation. Community radio or, 'grass roots radio' in particular, has been described as "a phenomenal tool for development"<sup>3</sup> with the potential for facilitating and driving the process of social development.

Several radio stations regularly showcase social programmes. Some may even air programmes on funding related matters. Many offer useful information through their interactive discussions on the local funding scenarios, encouraging listeners to call into the stations and share their knowledge on the development sector, as well as to highlight the plight of their organisations.

South Africa has several radio stations which cater to a variety of interest groups and specific geographical areas (e.g. university campus-based, religious-based, cultural, or ethnic-based stations). Depending on the needs of your organisation, you may want to familiarise yourself with some of these stations and their interests, in order to align yourself appropriately.

<sup>3</sup> Mail and Guardian, 12 December 2003, Penny Flascas

**Below are the details of some local radio stations:**

**CAPE TALK**

[www.capetalk.co.za](http://www.capetalk.co.za)

021 488 1500

**CCFM**

[www.ccfm.org.za](http://www.ccfm.org.za)

021 788 9492

**RADIO TYGERBERG**

[www.radiotygerberg.co.za](http://www.radiotygerberg.co.za)

021 948 8801

**BUSH RADIO**

[www.bushradio.co.za](http://www.bushradio.co.za)

021 448 5450

**RADIO ZIBONELE**

[www.bythepeople.org.za/news/healthradio.html](http://www.bythepeople.org.za/news/healthradio.html)

021 361 9344

**ATLANTIS**

[www.themediacconnection.co.za](http://www.themediacconnection.co.za)

021 572 4320

**RADIO HELDERBERG**

[www.radiohelderberg.co.za](http://www.radiohelderberg.co.za)

021 852 7483

**VOICE OF THE CAPE**

[www.vocfm.co.za](http://www.vocfm.co.za)

021 442 3500

**SAFM**

[www.safm.co.za](http://www.safm.co.za)

021 430 8100

**UMHLOBO WENENE**

[www.uwfm.co.za](http://www.uwfm.co.za)

021 430 8112 or 041 391 1340

**KFM**

[www.kfm.co.za](http://www.kfm.co.za)

021 417 8900

**GOODHOPE FM**

[www.goodhopefm.co.za](http://www.goodhopefm.co.za)

021 430 4700

## The value of sponsorships

South African corporates provide funding support to local development initiatives in the form of sponsorships. A sponsorship is given by a corporate company to a local non-profit, on condition that the organisation will market or advertise that particular company's brand, products, or services, as part of the sponsorship agreement. Sponsorships should be treated as a partnership between you and the company concerned. Therefore, you must be careful that the goals and objectives of that partnership are closely aligned with your own. Assess your organisation; identify how, where and when you would be able to engage in a sponsorship partnership. Ensure your partnership is reflected in a legal contract or, memorandum of agreement.

## The value of SASIX

South African corporates also provide funding support to local development initiatives through corporate social investment. According to Johannesburg Stock Exchange CEO, Russell Loubser, more South African companies are taking the need for socially responsible investing, more seriously, as a vital component to good corporate governance.<sup>4</sup> Therefore, more companies are interested in where and how their CSI money is being spent.

The South African Social Investment Exchange (SASIX), an initiative of the Greater Good Foundation, helps to instil a culture of accountability among CSI-receiving beneficiary organisations. Similar to conventional stock exchange processes, SASIX connects grant seekers with 'investors' (corporate donors, trusts, foundations and the general public), who want to support specific social development projects in South Africa. Investors are given the rare opportunity to select development projects that are discrete, time-bound, performance-based, and tangible. These projects have measurable outcomes, so the investors know exactly what 'social profit' their investment generates. In this way, social investors can contribute towards projects with a proven track record of performance. In order to understand how projects are selected, as well as what criteria are required for eligibility onto the SASIX list of projects, you can visit the SASIX website as well as the Greater Good Foundation website at: [www.sasix.co.za](http://www.sasix.co.za) and [www.ggsa.co.za](http://www.ggsa.co.za), respectively.

## The value of volunteers

Volunteers can offer help with any aspect of your organisation, from planning and procedures, to implementing projects. A suggestion would be to establish a volunteer programme in your organisation. There are many people out there who are willing to help and provide assistance in a variety of ways. Volunteers can assist with fundraising, as well as collecting donations, such as, donations-in-kind (computers and other equipment), and also help with general administrative tasks in the office. Asking members of the community you work with to assist you, could bring you closer to your target community and assist you in implementing your project. Volunteers do need to be managed effectively, hence the need to develop a structured volunteer programme.

<sup>4</sup> Business Day, 19 June, 2006



## The value of donations-in-kind

Donations-in-kind are gifts which are given without conditions attached to them. They are not cash transfers, but rather items given to an organisation to assist in service delivery. These range from office equipment, building materials, clothing, food, as well as larger donations like vehicles, venues for use in events and so forth. It should be part of your organisation's fundraising strategy to identify what kinds of donations-in-kind could be used, instead of trying to find cash donations to purchase those items. For example, if there was a need for furniture, one could approach various furniture stores for donations.

## Step 4: How to write a fundraising proposal

The main purpose of a fundraising proposal is to persuade donors that your organisation is worthy of investment. At a minimum, you must ensure that your proposal looks good and reads well. The real challenge is to make your proposal stand out from the others. The decision to fund your project or programme, is based on the quality of your proposal. For this reason, the preparation of the proposal is the most important step in the fundraising process.

## Questions to consider when developing a proposal

The following questions should help you to structure your proposal to donor specifications:

- What are the donor's priorities and organisational values?
- What are the donor's funding areas of interest?
- Has the donor funded projects before?
- What will the donor not fund and should it therefore be excluded from the budget report?
- Are there any specific proposal guidelines?
- Is there a deadline for proposals?
- How much is the donor prepared to give?

## Components of an effective proposal

- It is focused and articulate.
- It is clearly written and structured.
- It is well researched and concise.
- It is complete, with all the necessary documentation and attachments.
- The problem or need to be addressed is clearly defined.
- The project goals and objectives are clearly outlined.

- It meets the donor guidelines and specifications.
- The organisation has the capacity to carry out the desired project.
- The budget is cost-effective and realistic.
- The timetable for the execution of the project is feasible.
- The project is sustainable.
- There is a clear plan for accountability, including reporting.

### Some reasons why proposals are unsuccessful

- Proposals show little evidence of research, or knowledge of the donor. They are mass-mailed and are not tailored to the donor's specifications.
- Project goals and aims are not clear.
- The proposal does not follow donor guidelines.
- The proposed projects are based on insufficient evidence.
- The proposal does not convince the funder of the need for such a project, or proposal.
- The overall design and layout of the proposal is not clear.
- The project is not carefully thought through.
- The people involved are not suitably qualified to carry out the project.
- There is not enough evidence of partnerships, or reference to relevant people.
- The project outlined in the proposal appears to be impractical and difficult to carry out.
- The proposal is incomplete, or does not stick to the format required by the funder.

If you note these points as you research, structure and write your proposal, you will increase the chance that your proposal will be seriously considered. If you follow these guidelines and, nonetheless find that your proposal is unsuccessful, it is in your best interest to ask what exactly went wrong, so that you can learn from the experience and produce better proposals in the future.

### The contents of a good proposal<sup>5</sup>

#### 1. Covering letter/letter of request

The cover letter is the first document the funder will read. It serves as an introduction to your organisation, provides an outline to the identified

<sup>5</sup> [www.foundationcenter.org](http://www.foundationcenter.org)

problem and solution, and it is often the basis for either consideration, or rejection. The cover letter should state the type of support requested, the goals of the project, how it fits into the guidelines of the funder, the total budget and also the names of the other funders - contributing to the project - if available.

### **Here are the components of a good proposal letter:**

- **Ask for the gift:** The letter should begin with a reference to your prior contact with the funder, if any. State why you are writing - and how much funding is required from the particular funder.
- **Describe the need:** In a very abbreviated manner, tell the funder why there is a need for this project/piece of equipment, etc.
- **Explain what you will do:** Just as you would in a fuller proposal, provide enough detail to engage the funder's interest. Describe precisely what will take place, as a result of the grant.
- **Provide organisational data:** Help the funder know a bit more about your organisation by including your mission statement, brief description of programmes offered, number of people served, as well as staff, volunteer, and board data, if appropriate.
- **Include appropriate budget data:** Even a proposal letter may have a budget that is half a page long. Decide if this information should be incorporated into the letter, or in a separate attachment. Whether you include it in the proposal letter or not, be sure to indicate the total cost of the project.
- **Close:** As with the longer proposal, a proposal letter needs a strong concluding statement.
- **Attach any additional information required:** The funder may need much of the same information necessary to back up a small request, as they would a large one. Be sure to include the following; a list of the Board, a copy of the key legal documents, financial documentation and brief resumes of key staff.

## **2. Title page/table of contents**

The title page announces the name of your project to your donor. It should include the following; the title (and subtitle where necessary) of the project, the name and postal address of the organisation, key contact persons, the mission statement, telephone and fax numbers, email addresses, NPO registration/fund-raising number, type of organisation, as well as the organisation's tax status. The table of contents is a data sheet that provides an overview of the different sections included in the

project proposal. Make sure the page numbers listed on the table of contents are correct.

### **3. Executive summary**

This section should summarise all the key points from the project proposal into one page. The executive summary you provide should make the reader excited and interested in your project. It should include the following information; name of project, needs statement, brief project description, goals and objectives, people to whom the project is directed, place it will occur, time frame and budget. It should also highlight how your organisation is equipped to handle such a project, by mentioning past experiences and achievements.

### **4. Organisational details**

It is important that you give a detailed description of your organisation and its history. Donors may give you funding based on the way you present your organisation. Therefore, it must include your mission and objectives, the history of your organisation, the people involved (staff and board members), as well as, provide information on other projects you have been involved with, including collaborative efforts with other organisations. If your organisation has received any awards, list and date them carefully, so that the funders can have more faith in your organisation's ability to carry out the project presented. You can also provide some evidence of previous donor support, although you do not have to list the amount received.

### **5. Needs statement**

In this section of your proposal, you will provide the reader with the details of the issue or problem, your organisation seeks to address. You must convince them of the importance of addressing this problem, by providing them with relevant facts, statistics and case studies, where possible. Make sure that the data is correct and concise.

### **6. Proposal Goals and objectives**

Once you have convinced the donors of the need to address the problem, you must now convince them of what your organisation is going to do about it. You must state what your expected outcomes (goals) are and how you will carry them out (objectives).

#### **Proposal goals should include:**

- The goal your organisation wishes to achieve and, why your organisation is best suited to achieve it.

- Mention any partnerships and collaborations that will take place to help achieve these goals.
- The intended impacts of the project and details of the beneficiaries.
- The potential benefits to the funder or sponsor.
- Objectives are measurable and should consist of an implementation plan, within a given time frame.
- A detailed outline of the activities to take place to reach the objectives.
- Time frames and dates of the work to be carried out.
- Who will manage and co-ordinate the activities.
- How these activities will ensure that the objectives are reached.

A key point to emphasise in this section, is the sustainability of the project. Convince donors that the project can be ongoing and, not simply a once-off solution to the problem. You can include future plans for the project, as a way to emphasise this.

### 7. Detailed list of methods used and timetable

This is a more detailed explanation of how you will meet your objectives. Here, you must include what methods you will use and who will carry them out. Show that your organisation has the human resources to manage the project within the given time frame. You can follow this structure:

Goal	Objective	Methods used	Conducted by whom	Date Completed

Using this structure and presenting it in a clear table format will make it easier for you as an organisation to identify where the gaps are. For the donor, it will make the process of reading your proposal easier and quicker, increasing your chances of receiving funding, donations or sponsorships.

### 8. Monitoring and evaluation

Every project should have a monitoring and evaluation aspect and system in place, so that your organisation can measure the progress in reaching your goals and objectives. You should provide a list of the people involved in this process, such as, a reference group, or, an advisory board, so that they can monitor and guide the project in each stage of its development.

## 9. Accountability and Reporting

Linked to the monitoring and evaluation of a project, is the importance of financial accountability and regular reporting to funders. Donors often have specific reporting requirements relating to project delivery, expenditure and impact. Lack of reporting or poor transparency by a non-profit, often results in the suspension or, non-renewal of funding. It is imperative that non-profits conduct all their affairs and implement projects in a transparent and accountable manner, so as not to jeopardise future funding and to maintain a good relationship with funders.

## 10. Requirements and Budget

This section provides the donor with information on what your funding needs are. It should be clear and accurate. Attach quotations for any large costs you might have. List any costs that can be met in-kind. You should also clearly list and explain your organisation's operational costs and salaries in your budget. The budget should always be designed with the input of management, board members and the project co-ordinator and, not solely by the fundraiser.

Generally, the budget should include;

- Expected income,
- Expected expenditure, and
- Expected shortfall.

You may also include future funding costs - if the project were to continue - and how as an organisation, you are looking to meet these costs. This, as mentioned before, will present your project as sustainable and long-term, which could encourage continued support from funders.

## 11. Conclusion

Your conclusion is your final statement or, summary of your proposal. It should remind the reader of your project goals and objectives, the need for such a project and how your organisation will address the problem. Most importantly, highlight and emphasise the benefits to the donor of providing funding. Help them to see it more as an investment, as opposed to a donation. The benefits for the funder should be made clear, such as branding, having their name mentioned at events and any other forms of acknowledgement.

## 12. Supporting documentation

It is important that you include any further documentation that could strengthen your proposal. Supporting documentation can include, but is not limited to;

- A letter of support from a credible and valid referee/s,

- Photographs of your project and current media clippings,
- Your annual financial statements, SARS tax exemption letter, registration certificate and constitution,
- Details of the organisation's staff members and Board of Trustees,
- Names and contact details of two or three referees, who can comment on your work,
- Other organisations with whom you are networked,
- Formal evaluations of your completed projects, as well as,
- Your strategies to increase self-sustainability.

### **13. Contents of the application pack**

Create a check-list of what your entire proposal should include. This will ensure that your proposal is considered. Often, donors will not even look at proposals that have missing information or documents. Generally, the proposal should include;

- A covering letter,
- A title page,
- The proposal ( about 3 to 5 pages in length),
- Budgets, and
- Appendices, which include;
  - A constitution,
  - Current or previous annual reports,
  - Financial projections over the next 3 to 5 years,
  - A letter of endorsement,
  - Examples of your organisation's newsletters,
  - The non-profit organisations registration letter,
  - Photographs,
  - Press cuttings, and
  - The organisation's SARS tax exemption letter.



## Section 2: Exploring Youth Development

This section of the directory serves to provide information on the value of youth and youth initiatives in the broader project of local development. According to the National Youth Commission, a person aged between 14 and 35 years is considered a 'youth'. The contribution and impact that a 'youth' can have in the development of our society cannot be under-estimated.

### National Youth Commission

"Today we can celebrate the vision of the roles young women and men play in our new South Africa." - By Nelson Mandela.

In line with this vision, and in accordance with the Constitution, the National Youth Commission was established in 1996. Its main objective is to address the challenges facing young women and men in South Africa, promoting their participation in development. For further information visit the website on [www.nyc.gov.za](http://www.nyc.gov.za). In 1997, the National Youth Policy established a comprehensive development network that focused on young people in the broader context of reconstruction and development.

### Youth development

The National Youth Policy recognises and seeks to promote the participation and contribution of young women and men in the reconstruction and development of South Africa. The involvement of young women and men in their own development, is key to youth development, nation building and to the creation of a democratic, productive and equitable society.

### Youth development organisations

Youth development organisations play an essential role in this process. Their contribution to society has been outstanding and their involvement in youth affairs has been effective in the development of professional skills, job creation, life-skills training and empowerment of young women and men. However, much work still needs to be done. A substantial portion of the population is under-35 and the reality is that youth programmes are usually under-resourced, peripheral and inadequate in number. One objective of the National Youth Policy is to identify and respond to current gaps in the body of knowledge, concerning young men and women. Therefore, youth initiatives that address the educational, economic and psycho-social needs of young people, are vitally important.



## The needs of youth to be addressed include:

- Life skills, in terms of access to information, decision making, communication, problem solving, alternative dispute resolution and others.
- Employment/income-generating opportunities.
- Education, in terms of opportunities to continue their education and to restore the deficits of past education (literacy and numeracy are critical issues), as well as to gain exposure to life experiences in a positive and supportive environment.
- Accommodation.
- Respect, in terms of being listened to and having a safe space to discuss concerns.
- A sense of self, identity and value.
- Alternative to the fatalistic, violent youth culture and credible, positive role models.
- Assistance in re-establishing relationships with families. A lack of family support is a key contributor to many youths' sense of failure and hopelessness.

Because so many young people have been systematically disadvantaged and damaged by apartheid, there is the need for youth organisations and initiatives that focus on structural and systemic change in young people's position in society. The urgency of youth development cannot be overemphasised.

Highlighted in this Directory are organisations and companies that implement policies and offer assistance to programmes, initiatives and organisations oriented towards the development of young women and men.

## Useful resources

There has been a recognised need for information around youth support programmes and funding sources. Listed below are some leading initiatives that have a youth focus.

### **Umsobomvu Youth Fund**

[www.uyf.org.za](http://www.uyf.org.za)

### **Youth Information Services**

[www.yis.org.za](http://www.yis.org.za)

### **Joint Education Trust**

[www.jet.org.za](http://www.jet.org.za)

### **Association of Educational Transformation**

[www.asset.ac.za](http://www.asset.ac.za)

### **National Youth Policy**

[www.polity.org.za](http://www.polity.org.za)

### **EDUCO Africa**

[www.educo.org.za](http://www.educo.org.za)

### **Youth Development Trust**

[www.ydt.co.za](http://www.ydt.co.za)



## Section 3: Useful Resources

The following is a list of useful resources which offer a wealth of information, to guide you in your search for funding. Due to the scope of information contained within these sites and resources, we were unable to verify the validity or accuracy of the information provided. We suggest that you verify contact information and funding criteria before you proceed to submit a letter of enquiry or a proposal.

We recommend that you use these resources not only to identify possible donors, but also to improve your knowledge of fundraising for the development sector. The publications can be sourced from your local library, ordered directly from the organisation, or obtained through [www.amazon.com](http://www.amazon.com).

Please note that through the City's Smart Cape Access Project, internet access is available free of charge at public libraries in and around Cape Town.

### Internet Sites

- [www.bigdatabase.com](http://www.bigdatabase.com) – A site with information about international non-profit funding from U.S. foundations and corporations. The site also provides excellent information on the fundraising process.
- [www.cafonline.org](http://www.cafonline.org) – Although Charities Aid Foundation (CAF) Southern Africa does not have a general grants fund, CAF offers specialised financial services to charities and their supporters. CAF helps charities to manage their resources, working with individual and corporate donors, ensuring their giving is easy to manage, and that it has the greatest possible impact.
- [www.casidra.co.za](http://www.casidra.co.za) – CASIDRA promotes rural development in the Western Cape. It manages the Ikapa Absa Entrepreneurial programme, co-funded by the Provincial Government of the Western Cape and ABSA. They offer business loans for rural development at low interest rates of 10% (fixed).
- [www.catalystworks.co.uk](http://www.catalystworks.co.uk) – A U.K. based marketing agency, specialising in the non-profit sector.
- [www.changemakers.net](http://www.changemakers.net) – The Citizen Base Initiative, provides invaluable insight, information and ideas on ways to creatively source for funding. It discusses strategies that engage local as well as international resources in order to assure the sustainability of an organisation.

- [www.charitychannel.com](http://www.charitychannel.com) – The world’s largest on-line community of non-profit professionals.
- [www.cordis.europa.eu](http://www.cordis.europa.eu) – This website provides a free on-line service that is tailor-made to help you to find the best research partners for your projects, either in the context of EU-funded Research and Development projects, or within broader technology orientated partnerships. The service includes details on thousands of active partnership requests from companies, research institutions and universities around the world.
- [www.comminit.com](http://www.comminit.com) – The Communication Initiative is a space to debate and advance effective communication regarding development issues.
- [www.dag.org.za](http://www.dag.org.za) – The Development Action Group provides direct assistance to projects, focusing on securing land, training services, housing and community facilities in the Western Cape.
- [www.devdir.org](http://www.devdir.org) – This website provides a list of development organisations in South Africa. This site is useful, because it also lists development organisations in countries throughout the world, which helps to facilitate international co-operation and knowledge sharing in the field. It links the work of civil society organisations, research institutions, governments and the private sector in an interesting and informative way.
- [www.digitalopportunity.org/article/frontpage/296/1061](http://www.digitalopportunity.org/article/frontpage/296/1061) – This website features the Digital Opportunity Channel, which is a joint endeavour of One World and the Digital Divide Network. The website provides a list of potential global funding opportunities.
- [www.edc.org](http://www.edc.org) – The Education Development Center is an international, non-profit organisation with a portfolio of more than 325 international projects, dedicated to enhancing learning, promoting health and fostering a deeper understanding of the world.
- [www.fastennetwork.org](http://www.fastennetwork.org) – The Faith and Service Technical Education Network (FAST) offers informational resources and networking opportunities to faith-based practitioners, private philanthropies and public administrators. This site also has effective tools and insight on basic fundraising fundamentals.
- [www.foundationcenter.org](http://www.foundationcenter.org) – The Foundation Centre provides a tutorial on proposal writing and has posted a grant seeking reference on the web.
- [www.fundraising-tips.co.za](http://www.fundraising-tips.co.za) – A site that provides details on how to be successful in a fundraising campaign and lists some of the common mistakes of unsuccessful fundraising efforts.

- [www.gdrc.org/ngo/ncafe-ww.html](http://www.gdrc.org/ngo/ncafe-ww.html) – The NGO Café is a forum for NGOs to discuss, debate, and disseminate information on their work, strategies and results. It contains a useful section that reflects on fundraising strategies and proposal writing. It aims to assist NGOs in enhancing and improving their programmes and activities, better enabling them to network at local, regional and international levels.
- [www.grantcraft.org](http://www.grantcraft.org) – A project of the Ford Foundation, this website offers a multitude of capacity-building tools and guides for grant makers and grant seekers.
- [www.grantproposal.com](http://www.grantproposal.com) – A site devoted to providing free resources for both advanced grant writing consultants and less experienced non-profit staff.
- [www.greatergoodsa.co.za](http://www.greatergoodsa.co.za) – The Greater Good Foundation is a non-profit organisation which tries to facilitate the process of partnerships between corporates and NGOs. It assists businesses in locating and funding NGOs, which are in line with their own corporate initiatives.
- [www.interfund.org](http://www.interfund.org) – Interfund is a consortium of donors based in Scandinavia and Europe who pool resources around a common set of criteria and policies, to advance development and democracy in South Africa.
- [www.jasa.co.za](http://www.jasa.co.za) – Junior Achievement South Africa, (JASA) offers experiential business and related life skills programmes, to young people.
- [www.ncvo-vol.org.uk](http://www.ncvo-vol.org.uk) – The National Council for Voluntary Organisations (NCVO) is the umbrella body for the voluntary sector in U.K. Their website offers useful advice on the European funding scene, as well as general and comprehensive information on sustainable funding.
- [www.gilbert.org](http://www.gilbert.org) – This website publishes a diary of articles by the Gilbert Centre, including the Non-profit On-line News.
- [www.polity.org.za](http://www.polity.org.za) – This website provides an array of resources regarding fundraising, policy and law, as well as on-line news.
- [www.prodder.org.za](http://www.prodder.org.za) – Prodder is a free NGO and on-line directory that can be accessed directly or through the Sangonet site ([www.sangonet.org.za](http://www.sangonet.org.za)).
- [www.resource-alliance.org](http://www.resource-alliance.org) – This is an international network, working to build the fundraising and resource mobilisation capacity of the voluntary sector, and of non-governmental and community-based organisations.
- [www.saifundraising.org.za](http://www.saifundraising.org.za) – The Southern African Institute of Fundraising, is a professional body representing fundraising practitioners who promote and encourage high standards of ethics, practice and public service in Southern Africa.

- [www.sangonet.org.za](http://www.sangonet.org.za) – Sangonet is a free on-line source, which provides information on South African NGOs, development agencies, government information and, directories.
- [www.seda.org.za](http://www.seda.org.za) – The Small Enterprise Development Agency (SEDA) is the Department of Trade and Industry's agency for supporting and promoting small business enterprises in rural South Africa.
- [www.takingitglobal.org](http://www.takingitglobal.org) – This on-line community is a youth network that aims to get youth involved in their local and global communities. It is now the world's most popular on-line community for young people interested in making a difference.
- [www.tgci.com](http://www.tgci.com) – This site lists U.S. foundations and corporate-giving programmes, which provide assistance to various African countries.
- [www.tidesfoundation.org/about-tides/index.html](http://www.tidesfoundation.org/about-tides/index.html) – The Tides Foundation offers a range of services, which simplify and streamline international giving. It works to support donors in providing international grants to fund seekers.
- [www.thefundingsite.co.za](http://www.thefundingsite.co.za) – The Funding Site hosts a searchable on-line database of potential donors. At a fee, grant seekers are given access to detailed information on donors.
- [www.thembalitsa.org.za](http://www.thembalitsa.org.za) – The Thembalitsa Foundation provides training for youth entrepreneurial efforts.
- [www.worldbank.org](http://www.worldbank.org) – This site is a collaboration between the small grants programme and the international youth foundation of the World Bank, which is meant to assist development organisations with mobilising resources for development. It also offers useful information on the funding sector internationally.
- [www.yesweb.org/alliance](http://www.yesweb.org/alliance) – The Global Alliance for Youth Employment is a coalition of diverse stakeholders that are committed to promoting youth employment. These stakeholders include governments, NGOs, the private sector, youth organisations, education and training institutions.

## Search Sites/Engines

- [www.ananzi.co.za](http://www.ananzi.co.za)
- [www.fundsnetsservices.com](http://www.fundsnetsservices.com)
- [www.aardvark.co.za/search/](http://www.aardvark.co.za/search/)
- [www.woyaa.com/index.html](http://www.woyaa.com/index.html)
- [www.google.co.za](http://www.google.co.za)

## Internet sites for Government funding sources

- [www.capegateway.gov.za/eng](http://www.capegateway.gov.za/eng) – Capegateway provides easy access to government information and services.
- [www.polity.org.za/html/lists/govsites.html?rebookmark=1](http://www.polity.org.za/html/lists/govsites.html?rebookmark=1) – This link opens directly to Unwembi's list of government internet sites, relating to governmental departments. Visit Unwembi's site at [www.unwembi.co.za](http://www.unwembi.co.za).
- [www.socdev.gov.za](http://www.socdev.gov.za) – The website for the Department of Social Development provides assistance and services in the following areas; registration of non-profit organisations, poverty relief projects, home-based/community-based HIV/AIDS projects and contacts for the National Call Centre for Social Grants Enquiries.
- [www.dac.gov.za](http://www.dac.gov.za) – The website for the Department of Arts and Culture has a funding programme, which offers scholarships.
- [www.thedti.gov.za](http://www.thedti.gov.za) – The website for the Department of Trade and Industry offers skills transfer and training, as well as community-based funding opportunities.
- [www.environment.gov.za](http://www.environment.gov.za) – The website for the Department of Environmental Affairs and Tourism offers support through various programmes, such as the poverty-relief programme. The programme was established to allocate funding support to projects which aim to; create jobs through the development of tourism infrastructure, develop new tourism products, provide training and capacity-building, as well as to ensure long-term sustainability.
- [www.capegateway.gov.za/eng/your\\_gov/13330](http://www.capegateway.gov.za/eng/your_gov/13330) – (Western Cape Provincial) The Department of Economic Development and Tourism Chief Directorate has an annual budget for funding projects, which aim to build the tourism industry. Eligibility for funding is limited to a range of entities, such as Section 21 companies or NGOs, which are locally focused, are community-based and have a focus on job creation, training or infrastructure development. The funding policy manual is available on [www.capegateway.gov.za/Text/2003/12/funding\\_policy\\_manual.pdf](http://www.capegateway.gov.za/Text/2003/12/funding_policy_manual.pdf).
- [www.theta.org.za](http://www.theta.org.za) – The Department of Labour ([www.labour.gov.za](http://www.labour.gov.za)) has established a business trust called The Tourism Learnership Project (TLP). It is an initiative founded to accelerate the provision of learnerships and skills programmes, in order to promote better service and productivity in the tourism, hospitality and conservation sub-sectors.
- [www.capegateway.gov.za/eng/your\\_gov/301/services/11438](http://www.capegateway.gov.za/eng/your_gov/301/services/11438) – (Provincial Government of the Western Cape). The Department of Cultural Affairs and

Sports offers funding in various areas. (Also, refer to: [www.capegateway.gov.za/eng/directories/services/11542/10017](http://www.capegateway.gov.za/eng/directories/services/11542/10017), for more information).

- [www.capegateway.gov.za/eng/pubs/guides/A/116508](http://www.capegateway.gov.za/eng/pubs/guides/A/116508) – The Department of Social Services and Poverty Alleviation offers funding in various areas.
- For a list of Western Cape Provincial Departments which offer funding, visit: [www.capegateway.gov.za/Text/2004/9/social\\_services\\_chp15.pdf](http://www.capegateway.gov.za/Text/2004/9/social_services_chp15.pdf).

## Publications

- **The African Leader.** (Black Management Forum). The official quarterly magazine of the BMF, addressing issues of empowerment, leadership and development. On-line address: [www.bmfonline.co.za](http://www.bmfonline.co.za)
- **The Big Issue.** (The Big Issue). A monthly magazine which addresses and challenges various issues facing South Africa. On-line address: [www.bigissue.org.za](http://www.bigissue.org.za).
- **The Business Trust Newsletter.** (Business Trust). A monthly newsletter which examines the impact business trust initiatives have had on South African lives. On-line address: [www.btrust.org.za](http://www.btrust.org.za)
- **Community Self Reliance** (Stutterheim Foundation). A bi-monthly newsletter for local development and community economic development practitioners. On-line address: [www.led-sa.co.za/news.htm](http://www.led-sa.co.za/news.htm)
- **Company Giving in Europe, The Directory of Social Change.** Radius Works, Back Lane, London NW3 1HL, England.
- **CSI Year in Review. (Mail and Guardian).** A newspaper supplement, released annually in December, which highlights the CSI activities of the year.
- **The CSI Handbook** –This comprehensive reference guide to corporate social investment in South Africa is updated annually. It provides valuable information on corporate social investment projects and programmes, giving examples of best practice and key benchmark indicators, against which companies can plan and measure their social investment campaigns and initiatives. For more information about the publication, call 021 683 7417 or visit [www.trialogue.co.za](http://www.trialogue.co.za).
- For copies of on-line publications from the **Department of Trade and Industry (DTI)**, visit [www.thedti.gov.za/publications/smmeservices.htm](http://www.thedti.gov.za/publications/smmeservices.htm).
- **Directory of International Corporate Giving in America & Abroad.** The Taft Group, 27500 Drake Road, Farmington Hills, MI 48331-3535.
- **Economic Policy Making in a Developmental State: Review of the South**

**African Government's Poverty & Development Approaches 1994-2004.** By Swilling, Mark & van Breda, Johann & van Zyl, Albert & Khan, Firoz (2004). Economic Policy & Poverty Alleviation Report Series Research Reports 4 & 5: 1-157.

- **Grants for Foreign and International Programs.** Guide to Funding for International & Foreign Programs, The Foundation Centre, 79 Fifth Avenue, New York, NY 10003-3076 USA
- **A Guide to Mobilising Resources – A Fundraising Manual for Southern African non-profit organisations.** David Cuthbert, published by CAF Southern Africa ([info@caf-southernafrica.org.za](mailto:info@caf-southernafrica.org.za)). This handbook provides NPO volunteer leaders and staff managers with information necessary to achieve financial security and sustainability. Subjects covered include; the role of the NPO in civil society, keys to sustainable funding today, funding sources in Southern Africa, planning for income and developing a funding plan.
- **Handbook: Support Programmes for Tourism Business.** Visit [www.environment.gov.za/Documents/Documents/support\\_tourbus\\_contents.htm](http://www.environment.gov.za/Documents/Documents/support_tourbus_contents.htm) for more information about the handbook.
- **Inside Japanese Support, Directory of International Corporate Giving,** The Taft Group, 12300 Twinbrook Parkway, Suite 450, Rockville, MD 20852 USA.
- **International Encyclopedia of Foundations (1990),** Greenwood Press, 88 Post Road West, Westport Connecticut, USA 06881.
- **Like Chalk, Like Cheese: Professionalism & Whim in Corporate giving at AngloGold Ashanti and Pick & Pay In: The State of Social Giving in South Africa: Report Series Research Report 2: 1-36 (2005).** Friedman, Steven & Hudson, Judy & Machej, Shaun.
- **My Business.** (DTI). Monthly newspaper for SMMEs (Small, Medium and Micro Enterprises) offering advice, information and success stories. For more information regarding the monthly paper, visit [www.thedti.gov.za](http://www.thedti.gov.za).
- **A Nation of Givers: Social Giving Among South Africans.** In: The State of Social Giving in South Africa: Report Series Research Report 1: 1-68. By Everatt, David & Solanki, Geetesh, Solanki. Visit [www.ukzn.ac.za/ccs/files/SOG\\_Report.pdf](http://www.ukzn.ac.za/ccs/files/SOG_Report.pdf) for more information.
- **The NGLS Handbook,** United Nations Non-Governmental Liaison Service, Room 6015, 866 UN Plaza, New York, NY 10017.
- **Our living World.** A monthly overview of WWF programmes, projects and activities in Southern Africa. Available in Africa Geographic magazine.



- **People and Projects in Development** (2004/5) – published by Dictum Publishers (011 616 7401) and distributed by Blue Weaver Marketing (021 701 4477). This Directory contains over 25 000 entries of registered NPO's (Non-profit Organisation) and NGO's nationwide. It is an essential resource for CSI departments of all companies, government, academic and research institutions, as well as regional and international funders.
- **Practical Guide to Obtain Finance for a Small and Medium Sized Enterprise.** (Small Business Project). Provides insights for SMEs into the South African Banking and financing industry, 2001. On-line address: [www.sbp.org.za](http://www.sbp.org.za).
- **Proposal writing & fundraising** – Kathy Cook, published by South Coast Foundation (021 438 9063). A comprehensive guide and reference manual that takes the reader step-by-step through the proposal writing and fundraising process. Written in friendly style by an experienced international grant maker, it offers practical guidance to those seeking information and insights into the world of funding. The manual is ideal for non-profits looking for income generating projects - from those with no formal training in proposal writing or fundraising, to those who would like to sharpen their existing skills.
- **The South African Donor Directory** – published by Papillon Press (021 683 6471). A reference guide that features in-depth details on over 700 active corporate, trust and foreign mission (embassy) donors, active in South Africa. The publication also includes guidelines on proposal writing, developing budgets, writing letters of appeal and completing application forms.
- **South Africa's Economic Transformation.** (DTI) A strategy for broad-based black economic empowerment in SA, 2003. Visit [www.thedti.gov.za](http://www.thedti.gov.za) for more information.
- **Towards Financial Self-Reliance** - by Richard Halloway, published in association with the Aga Khan Foundation and Civicus. It is available from Thusanang (011 492 1058). This practical guide is aimed at the managers of civil society organisations, primarily in developing countries and focuses on how to mobilise funds and other resources.
- **Unleashing Entrepreneurship: Making Business Work for the Poor.** 2004. A report by the UNDP, which highlights ways that poor communities can involve the private sector in development of their ambitions and how, private sectors can, in turn, be facilitated to engage directly in the non-traditional sectors of society. On-line address: [www.undp.org/cpsd/indexF.html](http://www.undp.org/cpsd/indexF.html).

- **WFC/International Philanthropy** (quarterly), World Fundraising Council Secretariat, 1101 King Street, Suite 700, Alexandria, Virginia, 22314 USA.
- **Youth Development Journal.** (Youth Development Network). An annual journal covering various research topics, with an emphasis on the mainstreaming of gender, youth development and youth politics. On-line address: [www.ydn.org.za](http://www.ydn.org.za).

## Verified Corporates

### ABSA foundation



[www.absa.co.za](http://www.absa.co.za)



Communications Manager, CSI Government Relations and BEE



011 350 6085



011 350 4964



[jacquelineb@absa.co.za](mailto:jacquelineb@absa.co.za)



PO Box 7735, Johannesburg, 2000



ECD, Maths, Science and Technology Education, health and HIV/AIDS, job creation and contingency funding for welfare organisations, educational equipment, community education campaigns and capacity building in NPOs.



NPOs and CBOs involved in education, job creation and health.



Submit a written proposal. The project will be assessed on viability and sustainability by conducting on-site assessments and bi-annual evaluation.



No sponsorship, sports events or tours, academic research or tours, individual student bursaries or support for branch projects.

### African Oxygen Ltd



[www.afrox.co.za](http://www.afrox.co.za)



Renee Selfe - Employee Wellness Manager



011 490 0400



[renee.selfe@afrox.boc.com](mailto:renee.selfe@afrox.boc.com)



PO Box 5404, Johannesburg, 2000



Gives to organisations involved in youth care, education, helping the disabled, schools, and the environment.



Any institution dealing with disadvantaged children, preferably in areas related to education, skills development, etc.



Prefer to sponsor organisations in areas where Afrox has a business presence - preferably those in rural areas (where we have small branches/ depots), which might not otherwise get funding. Must see detailed breakdown of costs involved in requested funding.



Staff salaries and other intangibles.

## Airports Company South Africa



[www.acsa.co.za](http://www.acsa.co.za)



Thando Sebesho or Kim Webster - CSI Co-ordinators



021 937 1200



021 936 2937



thando@acsa.co.za or kimw@acsa.co.za



Private Bag X9002, Cape Town International Airport, 7525



Education, health, poverty alleviation, environment, emergency services, HIV/AIDS and sport.



These differ annually, but range from community projects to organisations.



Generally those organisations that do not receive funding elsewhere, or those that are situated within the airport's geographical environment.



Those organisations and projects that fall outside the scope of our investment areas.

## Anglo-American Chairman's Fund



[www.angloamerican.co.uk](http://www.angloamerican.co.uk)



011 377 7300



011 834 1456



PO Box 61593, Marshalltown, 2107



Education, community health and HIV/AIDS, job creation and skills training, income generation, environment, elderly, as well as youths.



Registered organisations with constitution and financial statements.



A preference to funding specific projects or components of projects within the overall activities of an organisation, unless of course the organisation is the project. We cannot fully fund projects and prefer hand-delivered or posted proposals – not via email.



Individual bursaries/bursary funds, religious organisations (other than community outreach), including the construction and maintenance of places of worship, sporting activities, sports and recreation clubs (except for specific community sports development programmes and sport for the disabled), company promotions and membership subscriptions, musical festivals and choirs, video and film productions, political, or quasi-political bodies, trade unions, overseas tours and exchanges, general fundraising circulars, leveraged giving, loans and investments, grand projects which are beyond the capacity of the fund to contribute to meaningfully, generalised school requests - especially for computers in a context where there is no evidence of focused use and educational purpose, as well as large infrastructural projects.

## Arivia.kom



[www.arivia.co.za](http://www.arivia.co.za)



Solly Masakona - CSI Co-ordinator



011 233 0956



011 243 0261



[sollymasakona@arivia.co.za](mailto:sollymasakona@arivia.co.za) or [csi@arivia.co.za](mailto:csi@arivia.co.za)



PO Box 5900, Rivonia, 2128



Sport, education, arts and culture, health and HIV/AIDS, rural and social development.



Registered NPOs, welfare organisations or Section 21 bodies.



Publicity for Arivia.kom, fits into programme areas, BEE objectives, upliftment and transformation objectives, connection to other CSI projects, official endorsement by government department or ministerial representative.



No unregistered groups, arivia.kom employees, individual or family members, religious groups or organisations, political parties or groups, profit-making groups and groups that do business with arivia.kom.

## Body Shop Foundation – Europe, Middle East and Africa Panel (EMEAP)



[www.thebodyshopfoundation.org](http://www.thebodyshopfoundation.org)



Grants Administrator



+44 1903 844039



+44 1903 844202



[bodyshopfoundation@the-body-shop.com](mailto:bodyshopfoundation@the-body-shop.com)



The Body Shop Foundation, Watersmead, Littlehampton, West Sussex, BN17 6LS



Social and environmental change.



Groups with little hope of conventional funding and projects working to advance awareness.



Not listed.



No individuals, sporting activities or events, fundraising, receptions, conferences and workshops.

## BP Africa



[www.bp.co.za](http://www.bp.co.za)



Feryal Domingo - CSI Advisor








021 408 2911/ 2353













021 408 2282













[feryal.domingo@za.bp.com](mailto:feryal.domingo@za.bp.com)

-  Dock Road, V&A Waterfront, Cape Town, 8000
-  Enterprise Development, Access to Energy and Education.
-  Alignment with BP's focus areas.
-  BP involvement in all projects, mutually beneficial partnerships, opportunities for BP employee involvement, larger projects with high community impact, project alignment with focus areas, economically sustainable, people-centred and strong links to the BEE charter.
-  No political or religious groups, fundraising, bursaries or individuals, rents, salaries, accommodation, conferences or travel costs.

## British American Tobacco

-  [www.batsa.com](http://www.batsa.com)
-  Lanine Abrahams - CSI Executive
-  021 888 3407
-  021 888 3423
-  [Lanine\\_abrahams@bat.com](mailto:Lanine_abrahams@bat.com)
-  PO Box 631, Cape Town, 8000
-  Tertiary education, BEE, HIV/AIDS, sustainable development and social justice.
-  None.
-  Proposals must be well structured.
-  None.

## Caltex

-  [www.chevron.com](http://www.chevron.com)
-  James Ngubo - Manager of Community Engagement, Policy, Government & Public Affairs
-  021 403 7549/7911
-  021 403 7725
-  [jjngubo@chevron.com](mailto:jjngubo@chevron.com)
-  PO Box 714, Cape Town, 8000
-  Education, community development, arts and culture, health, environmental management, underprivileged, disaster aid and relief.
-  Tertiary Institutions NGOs and CBOs.
-  Sound action plan, efficient administration, long-term and sustainable.
-  No sectional or political groups.

## Cell C



[www.cellc.co.za](http://www.cellc.co.za)



Nobuntu Lange - CSI Officer



Tel: 011 324 8000/4047



[nlange@cellc.co.za](mailto:nlange@cellc.co.za)



Private Bag X36, Benmore, 2010



Education, girl learners in the areas of Maths, Science and IT. There is also limited adhoc funding for childrens' causes (focus areas are under review and could change at time of going to print).



Alignment with Cell C focus areas.



Development initiative must have long-term benefits.



All Individual sponsorships can only go through the Sponsorship Division of the marketing department.

## Citigroup SA Foundation



[www.citigroup.com](http://www.citigroup.com)



Donna Oosthuysen - Vice president, Strategic Planning and Public Affairs



021 657 1500 (Cape Town) or 011 944 0212/0767/1000 (Johannesburg)



021 657 1515 (Cape Town) or 011 944 0839 (Johannesburg)



[donna.oosthuysen@citigroup.com](mailto:donna.oosthuysen@citigroup.com)



Cape Town: PO Box 44995, Claremont, 7735 or Johannesburg: PO Box 1800, Saxonwold, 2132



Financial literacy, education, community development, entrepreneurial development and youth.



Low-income communities and NPOs.



Prefer to solicit proposals from prospective grantees with demonstrated successes in their area, room for Citigroup employee involvement, strong leadership in NPO, sound administrative and financial condition.



No individuals, political causes or candidates, religious, veteran or fraternal organisations, fundraising events and courtesy adventures.

## Coca-Cola Foundation



[www.cocacola.co.za](http://www.cocacola.co.za) or [www2.coca-cola.com/citizen/foundation-coke.html](http://www2.coca-cola.com/citizen/foundation-coke.html)



Constance Leboe - CSI Coordinator/Manager



011 644 0666







011 644 0766













[southafrica@africa.coca-cola.com](mailto:southafrica@africa.coca-cola.com)













PO Box 9999, Johannesburg, 2000

-  Primary Education, Health (HIV/AIDS), Environment (Water & Recycling), Youth and Job Creation.
-  Non-profit organisations, non-governmental organisations and community-based organisations.
-  Minimum 6 months notice prior to required funding date, mission, programme data and budget, supporting legal documentation certified including financial statements.
-  No individuals, religious organisations, political, legislative, lobbying or fraternal organisations.

## DaimlerChrysler

-  [www.daimlerchrysler.com](http://www.daimlerchrysler.com)
-  CSI Co-ordinator
-  043 706 2133 or 0800 1333 55
-  043 706 2554
-  [csrel@daimlerchrysler.com](mailto:csrel@daimlerchrysler.com)
-  PO Box 1717, Pretoria
-  Arts, culture, heritage, community development, education, environment, health, job creation and sports development.
-  Previously disadvantaged communities.
-  Sustainable projects, must assist in redressing socio-economic imbalances, contribute to meaningful transformation and development, empower disadvantaged communities to become secure, healthy, self-sufficient and in-line with BEE objectives.
-  No individuals.

## Development Fund of Development Bank of South Africa

-  [www.dbsa.org](http://www.dbsa.org)
-  Linda Cilliers - CSI Co-ordinator
-  011 313 3561
-  011 313 3086
-  [lindac@dbsa.org](mailto:lindac@dbsa.org)
-  PO Box 1234, Halfway House, Midrand, 1685
-  Capacity building, technical support and skills transfer.
-  Local municipalities and district municipalities as well as NGOs and CBOs.
-  Must work in partnership with key stakeholders in rendering services, support local government and must be a key role player in infrastructure development and maintenance of infrastructure.
-  Not specified.



## Dimension Data



[www.dimensiondata.com](http://www.dimensiondata.com)



Shakes Makgalemane - Marketing Assistant BEE and CSI



011 575 4899



011 576 4899



Shakes.makgalemane@za.didata.com



Private Bag X127, Bryanston, 2021



Secondary and tertiary education, development of a sustainable ICT sector through imparting skills to youth and creating jobs within that business sector.



Intended recipients must be previously disadvantaged.



Project must be related to ICT education at secondary or tertiary level.



Individual sponsorships, sporting sponsorships and event sponsorships.

## Discovery Fund



[www.discovery.co.za](http://www.discovery.co.za)



Head of CSI, Discovery Health



011 529 2561



011 539 4279



ruthl@discovery.co.za



PO Box 784262, Sandton, 2146



Health and sport for youth.



Proposals with a youth focus.



Need information on organisation and project, constitution, proof of registration, and good references from the community leaders (see website for more information).



No sporting tours or events, individuals, conferences, bursaries or scholarships, fundraising circulars, cultural exhibitions, church building, profit-making organisations, individual schools, endowment funds, building projects, computer and office equipment, general operating and salary costs.

## Total



[www.total.co.za](http://www.total.co.za)



Zakhiti Zama - CSI Co-ordinator








011 778 2095













011 778 2001













Zakithi.zama@total.co.za

-  PO Box 579, Saxonworld, 2132
-  Conservation, arts and culture, education, HIV/AIDS and teacher training.
-  NGOs, CBOs, etc.
-  Must meet Toyota's programme areas and must be sustainable.
-  Will not fund unstructured proposals.



## Pioneer Foods

-  [www.pnr.co.za](http://www.pnr.co.za)
-  Lynn van Niekerk - the secretary
-  021 807 5100
-  021 807 5280
-  [lvanniek@pioneerfoods.co.za](mailto:lvanniek@pioneerfoods.co.za)
-  PO Box 20, Huguenot, 7645
-  Training, literacy, ECD, social awareness and employment.
-  Organisations that have HIV/AIDS projects, early childhood development and job creation.
-  Depends on proposal.
-  None.

## Distell Arts and Culture Foundation

-  [www.distell.co.za](http://www.distell.co.za)
-  Irma Albers - CSI Co-ordinator
-  021 809 8106
-  021 887 9196
-  [ialbers@distell.co.za](mailto:ialbers@distell.co.za)
-  PO Box 184, Stellenbosch, 7599
-  Community arts and culture.
-  Arts festivals, community projects and theatre productions, etc.
-  Performing arts development projects.
-  No projects with youth under 18, no individuals, overseas tours, accommodation, travel or choirs are supported.

## Engen

-  [www.engen.co.za](http://www.engen.co.za)
-  Khanyisa Balfour - CSI Manager



021 403 4771



021 403 4651



khanyisa.balfour@engenoil.com



PO Box 35, Cape Town, 8000



Education, empowerment through tourism, safety, HIV/AIDS, BEE and nation-building.



See website for details.



See website for details.



See website for details.

## Eskom Development Foundation



[www.eskom.co.za](http://www.eskom.co.za)



George Mahlaela - Project Manager, Johannesburg or, Liz Dekker - Project Advisor, Western Cape



011 800 4426 or 044 801 2351



011 800 2340 or 044 801 2290



Switchboard: 011 800 8111



[george.mahlaela@eskom.co.za](mailto:george.mahlaela@eskom.co.za)



PO Box 2015 George, 6530



Economic development (SMMEs), social development, health, job creation, arts and culture.



CBO, SMME, NGO, VA, historically disadvantaged communities, beneficiaries, suppliers, service providers or partners on social projects or programmes.



For economic development projects; applicants from black previously disadvantaged communities, women-owned businesses, start-up or expanding business, registered business, conform to SMME classification, have potential for skills development, job creation, sustainability and growth, as well as, majority black share-holding.

For social development projects; community ownership, commitment, accountability and democracy, promote stakeholder partnerships, geared towards to grass roots development and sustainability, commitment to skills transfer, not relief oriented, respond to definite need in the community, management and administrative capacity.



Not specified.

## First National Bank Fund



[www.fnb.co.za](http://www.fnb.co.za)



Tracey Henry - CSI Manager



011 377 7360




011 834 3682

 info@fnb.co.za or twhenry@tsi.org.za for enquiries, not proposals.


Only proposals submitted via post are accepted.

 PO Box 61593, Marshalltown, 2107

 Education, skills training, job creation, community care and HIV/AIDS safety.

 NPOs working towards development and empowerment of the broader community.


 Need information on organisation and project, constitution, proof of registration, and good references from the community leaders (see website for more information).


 No sporting tours or events, individuals, conferences, bursaries or scholarships, fundraising circulars, cultural exhibitions, church building, profit-making organisations, individual schools, endowment funds, building projects, computer and office equipment, general operating and salary costs.

## First Rand Foundation


 [www.firststrandfoundation.org.za](http://www.firststrandfoundation.org.za)


 CSI Manager


 011 377 7360


 011 834 7199

 PO Box 61593, Marshalltown, 2107

 Education, health and HIV/AIDS skills training, job creation, safety, environment, arts and culture and public policy.

 NPOs working towards development and empowerment of the broader community.


 Need information on organisation and project, constitution, proof of registration, and good references from the community leaders (see websites for more information).


 No sporting tours or events, individuals, conferences, bursaries or scholarships, fundraising circulars, cultural exhibitions, church building, profit-making organisations, individual schools, endowment funds, building projects, computer and office equipment, general operating and salary costs.

## Foschini Foundation


 [www.foschinigroup.co.za](http://www.foschinigroup.co.za)

 Colleen Carstens - CSI and Communications Practitioner

 021 938 1911

 021 937 4000

 PO Box 6020, Parow East, 7501

 Education, welfare, job creation, health and HIV/AIDS as well as poverty alleviation.

 Nationally-based NGOs and NPOs.



Projects must be within the focus areas, organisations must be 5 years or older.



No individuals or faith-based organisations.

## Game Stores



[www.game.co.za](http://www.game.co.za)



Shelley Kreinacke - Public Relations Manager



031 302 8369



031 302 8135



[shelleyk@mdd.co.za](mailto:shelleyk@mdd.co.za)



PO Box 3743 Durban 4000



Disadvantaged children and education.



Schools, especially and pre-school and special schools for disabled children.



Must be a registered non-profit organisation, or schools must be registered with the Department of Education.



We do not assist religious groups and individuals.

## Golden Arrow Foundation



[www.gaf.co.za](http://www.gaf.co.za)



Dawn Malotane - CSI Co-ordinator



021 466 7001



021 465 2848



[dawn.malotane@gabs.co.za](mailto:dawn.malotane@gabs.co.za) or [foundation@gabs.co.za](mailto:foundation@gabs.co.za)



PO Box 1795, Cape Town, 8000



183 Sir Lowry Road, Woodstock, 8000



Education, health, capacity building, vulnerable sectors, sports, culture and bus discounts.



Anyone can apply but proposals must be well structured.



Must be based within the boundaries of Golden Arrow bus routes, registered NPO and Section 21, substantial and measurable impact on community, deliver a needed community resource, have an established organisational structure, audited financial statements, affect community empowerment and involvement, contribute and live out the vision, mission and values of the Foundation, enter into a funding declaration and performance agreement and have the potential for sustainability.



No exclusions.

## Hosken Consolidated Investments Ltd – HCI foundation



[www.hci.co.za](http://www.hci.co.za)



Virginia Engel - Administration Office



021 424 6010



021 424 6019



[vengel@hCIFoundation.co.za](mailto:vengel@hCIFoundation.co.za)



PO Box 4064, Cape Town, 8000



Education (bursaries & other), health (HIV/AIDS & other), disability and vulnerable, general (on adhoc) and small scale.



Tertiary level disadvantaged students, affected/infected persons, mental, physical, hearing and visually impaired, all disadvantaged communities, persons including employees and dependants.



Must preferably be a registered NPO/ Trust or Section 21, deliver a needed community service and have an accountable management and financial structure.



No exclusions.

## Industrial Development Corporation (IDC) Foundation Fund



[www.idc.co.za](http://www.idc.co.za)



Cingashe Nogoya - CSI Advisor



021 421 4794



021 419 3570



[cingashen@idc.co.za](mailto:cingashen@idc.co.za)



PO Box 6905, Roggebaai, 8012



Provide risk capital for SMMEs, focus on employment and entrepreneurship.



SMMEs and small organisations.



None.



None.

## Investec



[www.investec.co.za](http://www.investec.co.za)



Setlogane Manchidi - Head of Social Investment Division



011 286 7189



011 286 7562



[smanchidi@investec.co.za](mailto:smanchidi@investec.co.za)



PO Box 785700, Sandton, 2146



Education, HIV/AIDS, entrepreneurial activities, environment and security.



High school and tertiary students.



Must fall within our focus areas with clear objectives and associated indicators.



Anything that does not fall within our focus areas.

## JD Group



[www.jdgroup.co.za](http://www.jdgroup.co.za)



Jackie Botha - HR Consultant



011 408 0408



011 408 0604



[jackieb@jdg.co.za](mailto:jackieb@jdg.co.za) or [info@jdg.co.za](mailto:info@jdg.co.za)



PO Box 4208, Johannesburg, 2001



Education, skills development, training and job creation.



Organisations which are acknowledged as providing specific services to the community.



Projects selected on the basis of sound management, sustainability and potential to be replicated.



Political parties, non-secular organisations and individuals.

## Land Bank



[www.landbank.co.za](http://www.landbank.co.za)



Queen Mutheiwana - Corporate Communications Specialist



012 312 3785/3611



012 312 3657



[qmutheiwana@landbank.co.za](mailto:qmutheiwana@landbank.co.za)



PO Box 375, Pretoria, 0001



Water and farming development, related to community development.



Projects related to programme areas.



Good Proposals.



No exclusions.

## Levi Strauss SA



[www.levis.co.za](http://www.levis.co.za)



Mike Leslie - Sponsorship Manager



021 403 9400













021 430 9401












[mleslie@levi.com](mailto:mleslie@levi.com)

-  PO Box 7314, Roggebaai, Cape Town, 8000
-  HIV/AIDS prevention, economic development and education for youth.
-  NGOs, CBOs and NPOs.
-  Must be in-line with programme areas.
-  No individuals, capital or building funds, sports teams and competitions, advertising, event sponsorship, sectarian or religious activities, political campaigns or causes. No unsolicited proposals.





## Massmart

-  [www.massmart.co.za](http://www.massmart.co.za)
-  Brian Leroni - Corporate Affairs Executive
-  011 517 0000
-  011 517 0020
-  [bleroni@massmart.co.za](mailto:bleroni@massmart.co.za)
-  Private bag X4, Sunninghill, 2157
-  Education – teacher training, materials, infrastructure and learner needs, etc.
-  Credible development agencies or NPOs.
-  Must service the 'poorest of the poor' and be a sustainable, long-term initiative.
-  None.







## Media 24

-  [www.media24.com](http://www.media24.com)
-  Adrie Jurgens - Group Coordinator
-  021 406 2121
-  021 406 3322
-  [ajurgens@media24.com](mailto:ajurgens@media24.com)
-  Education and training, volunteerism, as well as arts and culture.
-  Previously disadvantaged.
-  All proposals will be reviewed on merit.
-  Sport.











## Momentum

-  [www.momentum.co.za](http://www.momentum.co.za)
-  Tracey Egnos - Head of Corporate Communications
-  012 671 8863
-  012 671 8656



-  tracey.egnos@momentum.co.za
-  PO Box 7400, Centurion, 4406
-  ECD, youth, disabled and HIV/AIDS.
-  Especially alternative community care projects for HIV/AIDS.
-  Need information on organisation and project, constitution, proof of registration and good references from community leaders (see website for more information).
-  No sporting tours or events, individuals, conferences, bursaries or scholarships, fundraising circulars, cultural exhibitions, church building, profit-making organisations, individual schools, endowment funds, building projects, computer and office equipment, general operating and salary costs.

## MTN Foundation

-  [www.mtn.co.za](http://www.mtn.co.za)
-  Rudi matjokama or Mihloti Mathye - Senior Managers, MTN Foundation
-  011 912 3136/3000
-  011 912 3074
-  [mtnfoundation@mtn.co.za](mailto:mtnfoundation@mtn.co.za), [matjok\\_t@mtn.co.za](mailto:matjok_t@mtn.co.za) or [mathye\\_m@mtn.co.za](mailto:mathye_m@mtn.co.za)
-  Private Bag 9955, Cresta, 2118
-  Education, arts and culture, science and technology, HIV/AIDSs, rural women's entrepreneurship and empowerment.
-  Established NGOs.
-  Support national government priorities, facilitate partnerships and sharing of resources, in-line with vision of MTN Foundation, can be accomplished within a specific time frame, sustainable, broad community impact, carried out preliminary feasibility studies, can demonstrate that project is/will be favourably received by beneficiaries and that the project is not for profit.
-  No start-up organisational costs, building, infrastructure and equipment outside of the project, raffles and competitions, tours, overseas trips, transport, conference, projects benefiting commercial organisations and projects with beneficiaries outside of South Africa.


## Murray and Roberts

-  [www.murrob.com](http://www.murrob.com)
-  Anneline Magazi - CSI Secretary
-  011 456 6223
-  011 456 1164
-  [Anneline.magazi@murrob.com](mailto:Anneline.magazi@murrob.com)
-  PO Box 984, Bedford View, 2008

 Maths, Science and Technology Projects, Environmental Development Projects.

 No specifications.

 Must follow programme areas of investment.

 Bursaries, events, travel and political parties.

## **Nedbank Foundation**

 [www.nedbankgroup.co.za](http://www.nedbankgroup.co.za)


 Head of Nedbank Foundation


 011 294 4444


 011 295 3486


 [nedfoundation@nedcor.co.za](mailto:nedfoundation@nedcor.co.za), [reabetsoem@nedbank.co.za](mailto:reabetsoem@nedbank.co.za)

 PO Box 1144, Johannesburg, 2000

 Welfare and community development, health, education, skills development, job creation, arts and culture, environment, sports and children.

 NPOs, CBOs, schools and churches.


 Registered as PBO or NPO and follow the usual proposal guidelines.


 No sports tours or events, individual bursaries or scholarships, conferences or galas, church buildings, profit organisations and publications.


## **Oceana Group Ltd**

 [www.oceana.co.za](http://www.oceana.co.za)


 Lea Conrad - Group Transformation Manager

 021 419 5911

 021 419 5979


 [info@oceana.co.za](mailto:info@oceana.co.za) or [lconrad@oceana.co.za](mailto:lconrad@oceana.co.za)

 PO Box 7206, Roggebaai, 8012

 Food security, health, sports, HIV/AIDS, education, business skills development, community and rural development.

 NGOs and CBOs.

 Programme must comply with their programme areas.

 Proposals that are not well structured.

## **Old Mutual Foundation**

 [www.oldmutual.co.za](http://www.oldmutual.co.za)

 Heather Allen - CSI Advisor



021 509 2449



021 509 2894



hallen@oldmutual.com



Old Mutual Foundation, PO Box 66, Cape Town, 8000



Local economic development: Skills Development Programs in Communities that lead to sustainable income; education - development of educators in Maths/Science and environmental education in primary schools. Vulnerable children; community mobilisation in support of orphans affected and infected by HIV/AIDS. Staff Volunteerism; support of community projects where OM staff members are involved in voluntary work.



NGO's Teachers and Pupils, Vulnerable Children, Community Projects and Community Groups.



Sustainable, Registered, Within Focus Areas.



Individuals, Bursaries, Salaries, Operational costs, Vehicles, Buildings, Early Learning and ABET.

## Ackerman Pick 'n Pay Foundation



[www.picknpay.co.za](http://www.picknpay.co.za)



Juliet Taljaard - CSI Coordinator



021 658 1140



021 797 0314



[jtaljaard@pnp.co.za](mailto:jtaljaard@pnp.co.za)



PO Box 23087, Claremont, 7708



Job creation, community and rural development, art and culture.



Supports projects which encourage entrepreneurship, self-reliance and provide employment.



Must include business plan with proposal and allow for involvement from the Foundation (see website for complete proposal guidelines).



No projects which involve competitions, tours (educational or not), functions, transport, political organisations, individuals, infrastructure outside of development project, and those projects outside of South Africa.

## Rand Merchant Bank Fund



[www.rmb.co.za](http://www.rmb.co.za)



Carolynne Waterhouse - Public Affairs Administrator



011 282 8431







011 282 1047












[carolynne.waterhouse@rmb.co.za](mailto:carolynne.waterhouse@rmb.co.za)





PO Box 786 273, Sandton, 2146

-  Education, teacher training, environment and conservation, arts and culture, as well as safety in the community.
-  NPOs working towards development and empowerment of the broader community.
-  Need information on organisation and project, constitution, proof of registration and good references from the community leaders (see website for more information).
-  No sporting tours or events, individuals, conferences, bursaries or scholarships, fundraising circulars, cultural exhibitions, church building, profit-making organisations, individual schools, endowment funds, building projects, computer and office equipment, general operating and salary costs.

## SASOL

-  [www.sasol.com](http://www.sasol.com)
-  Pamilla Mudhray - CSI Group Manager
-  011 441 3111
-  011 441 3469
-  [pamilla.mudhray@sasol.com](mailto:pamilla.mudhray@sasol.com)
-  PO Box 5486, Johannesburg, 2000
-  Arts and culture, education, environment, health, job creation and crime prevention.
-  Section 18a or Section 21 organisations, communities in general and institutions of learning.
-  It must meet a need, large scope, supported by community, sustainable, well administered and managed.
-  A project more than once per financial year, individuals, overseas travel, tours, study trips, conferences, religious activities, political activities, government ( but will fund projects where the government is a partner), beauty pageants, golf days, projects through services of third parties who claim a portion of the funds raised for themselves, and fundraising dinner tables will be referred to the Sponsorship Manager).

## Telkom Foundation

-  [www.telkom.co.za](http://www.telkom.co.za)
-  CEO
-  012 311 2186
-  012 311 2551
-  [telkom.foundation@telkom.co.za](mailto:telkom.foundation@telkom.co.za)
-  Private Bag X780, Pretoria, 0001
-  Education, training, ICT infrastructure development, empowerment of women, children and disabled.



Credible organisations and registered organisations.



Viable, sustainable, community involvement and partnerships and have publicity benefits.



No individuals, foreign enterprises, conferences, tours, research, exchange students, building, religious or cultural prejudices and sporting events.

## Transnet Foundation



[www.transnet.co.za](http://www.transnet.co.za)



Gloria Sikhosana - CSI Secretary



011 308 2490



011 308 2927



[ceo.national@transnet.net](mailto:ceo.national@transnet.net)



Postnet Suite 244, Private Bag X2226, Johannesburg 2000



Education, health, sport, arts and culture, business development and environment.



NGOs and CBOs.



Can only commit to one year's funding.



No individuals, travel, political groups, religious groups, fundraising organisations, racially exclusive organisations, profit-making bodies, labour unions or research projects.

## Woolworths Trust



[www.woolworths.co.za](http://www.woolworths.co.za)



021 407 9111 or 0860 100 987



021 407 2554



[trust@woolworths.co.za](mailto:trust@woolworths.co.za)



PO Box 680, Cape Town, 8000



Education in nutrition and environmental care and community development.



NGOs, CBOs and PBOs.



Applications considered March/June/September and December and prefer long-term projects.



No personal help or bursaries, profit organisations, advertising, arts and sports outside of the initiative, local or overseas travel, unrelated conferences or workshops, fundraising, capital funding projects, religious bodies or political organisations.

## Price WaterHouse and Coopers










[www.pwc.com/za](http://www.pwc.com/za)













Heidi Abrahams - Marketing Assistant




021 529 2455

-  021 529 8655
-  Heidi.abrahams@za.pwc.com
-  PO Box 2799, Cape Town, 8000
-  Education and business skills development, job creation and community upliftment.
-  Schools and programmes with an education focus.
-  Must be in line with programme areas.
-  None.

## Sanlam

-  [www.sanlam.co.za](http://www.sanlam.co.za)
-  Esmé Arendse - Head CSI
-  021 947 2893
-  021 947 5070
-  [esme.arendse@sanlam.co.za](mailto:esme.arendse@sanlam.co.za)
-  PO Box 1, Sanlam Hof, 7532
-  Education, entrepreneurship and job creation, HIV/AIDS, health and social development.
-  Long-term projects.
-  Programmes must be sustainable.
-  None.

## Tongaat-Hulett

-  [www.tongaat.co.za](http://www.tongaat.co.za)
-  Martin Mohale - Managing Director South Africa
-  032 439 4310/4000
-  032 439 4392 or 032 945 3333
-  [Martin.mohale@huletts.co.za](mailto:Martin.mohale@huletts.co.za) or [info@tongaat.co.za](mailto:info@tongaat.co.za)
-  Private Bag 3, Glenashley, 4022
-  Education, health, community skills upliftment, charity, environment and crime prevention.
-  Most funds go to sugar growing communities.
-  Good proposals which have the same focus areas.
-  No exclusions.

## South African Breweries

-  [www.sab.com](http://www.sab.com)
-  Meshaye Sylvester - Corporate Affairs Administrator



021 658 7511/7463



021 658 7347



Meshaye.sylvester@za.sabmiller.com



PO Box 23012, Claremont, 7735



Leadership development, HIV/AIDS, entrepreneurship, job creation, education, health, environment, welfare and crime prevention.



Organisations that have the same focus.



Projects must focus on Health, HIV/AIDS, Crime, Job creation and the Environment.



Do not fund Arts and Culture, or provide bursaries.

## Tiger Brands



Junette Davidson - Social Corporate Manager



011 840 400



086 687 1899 or 011 514 0120



uniteagainsthunger@tigerbrands.com or junette.davidson@tigerbrands.com



PO Box 78056, Sandton, 2146



Welfare, food relief and health.



Only fund projects that are health related or provide food relief.



Proposals must be long term and sustainable.



Proposals must be sent via email or post.

# Verified Embassies

## British Embassy "Global opportunity fund."



Salome Fenyane or Melanie Mampuru - CSI Co-ordinators



012 421 7500/7520/7504



012 421 7660



Info.project@fco.gov.uk, salome.fenyane@fco.gov.uk or melanie.mampuru@fco.gov.uk



British High Commission, 255 Hill Street , Arcadia, Pretoria, 002



Projects funded are dependent on proposal.



Projects funded are dependent on proposal.



Projects funded are dependent on proposal.



No exclusions.

## Austrian Consulate



CSI Co-ordinator



021 421 1440



021 425 3489



kapstadt-gk@bmaa.gv.at, consulate@kingsley.co.za



PO Box 6887, Roggebaai, 8012



The primary aims of Austria's development cooperation are: safeguarding peace & human security, reducing global poverty and preserving the environment. Basic principles in all Austrian development programmes and projects are gender equality, ownership/partnership, integration in the socio-cultural context and consideration for the needs of children and people with disabilities.



Dependant on proposal and whether they match programme areas.



Any project should bring a benefit to the local population and must be in-line with development policy goals and quality criteria, national laws and international environmental and social standards as well as a contribution by the partners concerned.



No exclusions.

## Belgium Consulate



Development Counsellor



Embassy of Belgium Pretoria



012 460 7555



012 346 8063



Capetown@diplobel.org or development.pretoria@diplobel.org





625 Leydts Street, Muckleneuk, Pretoria, 0002



Health, HIV/AIDS and Land Reform.



Funds are most likely to be given to established NGOs.



Selection is dependent on the quality of the proposal, the budget requested, as well as the results already obtained by the NGO (experience) in the sector.



No exclusions.

### French Embassy



[www.consulfrance-lecap.org](http://www.consulfrance-lecap.org)



Cecile Bongibault - Project Manager



012 425 1721



012 425 1719



[Cecile.bongibault@diplomacy.gouv.fr](mailto:Cecile.bongibault@diplomacy.gouv.fr)



250 Melk Middel, Mucklenuk, Pretoria, 0181



PO Box 29086, Sunnyside, 0132



None.



None.



Proposals must be well structured.



No exclusions.

### Netherlands Consulate



[www.dutch-consulate.co.za](http://www.dutch-consulate.co.za)



Niseth van der Meulen - Cultural and Economic Affairs



021 421 5660



[kaa@minbuza.nl](mailto:kaa@minbuza.nl)



PO Box 346, Cape Town, 8000



None.



None.



Available on website.



No exclusions.

## United States of America Consulate



[www.southafrica.usconsulate.gov](http://www.southafrica.usconsulate.gov)



Maja Patin - Co-ordinator of Small Grants Programme



021 702 7300, 021 421 4280



021 702 7474



[consularcapetown@state.gov](mailto:consularcapetown@state.gov)



Postnet Suite 50, Private Bag X26, Tokai, 7966

## Verified Foundations & Trusts

### The South Africa Foundation (Dutch SA initiative)



[www.safoundation.nl](http://www.safoundation.nl)



Executive director



+31 84 735 2214



[safoundation@maxitec.co.za](mailto:safoundation@maxitec.co.za)



Private Bag X16, Suite 107, Hermanus, 7200



Bursaries: Candidates for an education at technikon or university level are sent on to our partner organizations REAP and ASSET. These organisations offer students professional support. ASSET also assists matriculation candidates.



Youths who do not qualify for an education at technikon or university level can apply for short-term vocational training.



Funds available for bursaries to individuals from disadvantaged backgrounds, but mainly from townships.

# Verified Funds & Agencies

## SEDA - Small Enterprise Development Agency



[www.seda.org.za](http://www.seda.org.za)



Thami Bolani - Senior Manager: Marketing and Customer Relations



012 441 1294



012 441 2294



[tbolani@seda.org.za](mailto:tbolani@seda.org.za)



PO Box 56714, Arcadia, 0007



Help SMMEs access finances, especially through access to information (Red Door project in Western Cape).



SMMEs.



None specified.



None specified.

## National Development Agency



[www.nda.org.za](http://www.nda.org.za)



Jessica Fortuin - Provincial Manager



021 422 5175



021 422 5180



[jessicaf@nda.org.za](mailto:jessicaf@nda.org.za)



PO Box 16547, Cape Town, 8001



Grants to CSOs to meet the needs of poor communities: HIV/AIDS, youth, training and education, violence against women and children, disabled and food security. Also able to assist with capacity-building in CSOs (see website for more information).



Non-profit making bodies, registered NGOs or CBOs, work in South Africa and not intermediary organisations.



Those organisations with a focus on community-based projects, capacity-building initiatives, social development projects and food security.



Proposals that are not well structured.

## Umsobomvu Youth Fund










[www.uyf.org.za](http://www.uyf.org.za)








Jabu Mfusi - Provincial Manager and/or Administrator









021 465 8293

-  021 462 2447
-  [jabu.mfusi@uyf.org.za](mailto:jabu.mfusi@uyf.org.za) or [info@uyf.org.za](mailto:info@uyf.org.za)
-  PO Box 10005, Caledon Square, Cape Town, 7905
-  Provides access to micro-finance and skills development for youth-owned businesses, job placements for youth on our database, school to work and volunteer services programmes and service provider, as well as capacity-building.
-  18-35 year old South Africans who present viable business propositions.
-  Criteria depends on proposal.
-  Liquor business; gambling and illegal operations.

## National Lottery Distribution Trust Fund

-  [www.nlb.org.za](http://www.nlb.org.za)
-  012 394 3440
-  012 394 0222
-  Private Bag X101, Brooklyn Square, 0075, Pretoria
-  Gives donations to the following good causes; reconstruction and development, charities, arts, culture and national heritage, sport and recreation.

## Department of Trade and industry

-  [www.dti.gov.za](http://www.dti.gov.za)
-  0861 843 384 or 012 394 9500
-  Calls for proposals and chooses beneficiaries. This is confirmed over the phone.
-  Registered NPOs.
-  Must have 2 year audited financial statements, a budget plan, a business plan, a constitution and proof of NPO certificate.
-  Any that don't match criteria.

## Nelson Mandela's Children's Fund

-  [www.nelsonmandelachildrensfund.com](http://www.nelsonmandelachildrensfund.com)
-  Moipone Buda-Ramatlo - Programmes Director
-  011 274 5620 or 011 646 8127
-  011 486 3914
-  [moiponeb@nmcf.co.za](mailto:moiponeb@nmcf.co.za)
-  PO Box 797, Highlands North, 2037, Johannesburg



Rights, safety, care and health of children (0 to 22 years of age).



Youth and children, their families, child care homes, schools, communities and NGOs working with children.



Focus on gender, use indigenous knowledge systems where applicable, focus on children and youth from impoverished backgrounds.



The best projects are chosen from submitted proposals. Project requests are advertised in the newspaper.

## Jim Joel Education and Training Fund



Access the Jim Joel fund through [www.prodder.org.za](http://www.prodder.org.za)



Giulana Bland - CSI Director



011 706 3912



011 706 7245



[jimjoel@iafrica.com](mailto:jimjoel@iafrica.com)



Postnet Suite 621, Private Bag X9, Denmore, Johannesburg, 2010



Education and early childhood development.



Organisations that have the same focus area.



Must offer childhood development or training.



Proposals that have documents missing or that are poorly structured.

## Utshani Fund



[www.utshani.org.za](http://www.utshani.org.za)



Ted Baumann - Executive Director



021 788 2311



086 672-9893 or 021 447 4741



[admin@utshani.org.za](mailto:admin@utshani.org.za)



PO Box 34639, Groote Schuur, 7937



Housing, wholesale community micro-credit and strategic asset management.



Very poor households in urban and peri-urban areas, especially women.



Beneficiaries must be active savers and adhere to basic developmental criteria.



Non-democratic and/or non-transparent communities, gatekeeping.









## WWF – the conservation organisation (previously Worldwide Fund for Nature SA)













[www.wwf.org.za](http://www.wwf.org.za)










Andrew Birss - Business Manager

-  021 888 2800
-  021 888 2888
-  abirss@wwf.org.za
-  WWF South Africa, Private Bag X2, Die Boord, 7613
-  Environment and conservation.
-  Conservation projects that fall in-line with our conservation priorities, especially community-based conservation projects.
-  Projects should prioritise high conservation needs, be exemplary, catalytic and not duplicates of other initiatives.
-  International, i.e. outside SA borders.

### **Community Chest of the Western Cape**

-  No website
-  Nazile Du Toit - Secretary
-  021 424 3344
-  021 422 2254
-  nazile@comchest.org.za or info@comchest.org.za
-  PO Box 3836, Cape Town, 8000
-  Raises funds for community service organisations involved in health, youth, rehabilitation, welfare, handicapped, the aged and the homeless.
-  Community service organisations.
-  Must be in-line with programme areas.
-  Applicants have to be registered at the social services and must have an NPO number.

### **Job Creation Trust Fund**

-  www.jobcreation.org.za
-  Shamiela Garnie - Secretary
-  011 339 1486
-  sgarnie@ljct.org.za
-  P O Box 1019, Johannesburg, 2000
-  Make donations to unemployment programmes, to projects that target women, rural poor, literacy, HIV/AIDS and health.
-  Unemployed, retrenched workers, communities, cooperatives, women, youth, people infected and affected by HIV/AIDS.



Sustainable employment creation, labour intensive projects with a possible multiplier effect, that stimulate local economic development.



Any private entity e.g. CC or sole proprietor, etc. Individuals or two to three people where they will be the sole beneficiaries.

## National Arts Council



[www.nac.org.za](http://www.nac.org.za)



Arts Development Officer



011 838 1383



011 838 6363



[info@nac.org.za](mailto:info@nac.org.za)



PO Box 500, Newtown 2113, Johannesburg



Arts and culture funding in 7 genres; craft, dance/choreography, literature, music and musical theatre, theatre/drama, multi-discipline and visual arts.



Individuals, community groups, institutions and companies.



Must be South African, organisations must be registered, application must be submitted on official form, maximum period of funding is one year, only take on new projects once a year.



See website for details.

## Local Cooperation Fund



[www.finland.org.za/en/](http://www.finland.org.za/en/)



Jessie Laitinen - Development Co-ordinator



021 461 4732



021 461 5768



[sanomat.pre@formin.fi](mailto:sanomat.pre@formin.fi)



Embassy of Finland, LCF



PO BOX 693, Cape Town, 8000



Human rights, grass roots advocacy, responsive local government administration and accountability, regional peace and security.



Registered organisations, adhering to good governance principles and gender equality.



Must be serving marginalised communities and their existing structures, have expertise in advocacy and human rights or with expertise and innovation in regional issues. (Prefer long-term partnerships).



None.

## CWCI – Conference, Workshop and Cultural Initiative Fund



[www.cwci.co.za](http://www.cwci.co.za)



Programme Coordinator



012 342 3911



012 342 8988



[coordinator@cwci.co.za](mailto:coordinator@cwci.co.za)



PO Box 14664, Hatfield, 0028



Offers funds for conferences, workshops, seminars and publications around policy themes such as HIV/AIDS, gender, environment and democracy, social services and inter-cultural dialogue.



Legally registered South African civil society organizations, economic operators and social partners.



Funded activities should directly or indirectly: facilitate policy and strategy debates and social dialogues as a basis for better informed policy-making and implementation; raise awareness of cross-cutting issues such as gender, the environment, governance and HIV and AIDS; raise awareness of the focal sectors of the EU-SA partnership: social services (water and sanitation, education and health), economic growth, deepening democracy, and regional integration; promote cultural values, identities and inter-cultural dialogue, and facilitate access and participation by disadvantaged groups and people living outside the main urban areas in relevant cultural activities.



Those that don't fit into the criteria.

## Media Development and Diversity Agency



[www.mdda.org.za](http://www.mdda.org.za)



Jayshree Pather - Director, Programmes Unit or Lumko Mtimde - CEO



011 726 3336



011 726 5087



[info@mdda.org.za](mailto:info@mdda.org.za), [harry@mdda.org.za](mailto:harry@mdda.org.za), [jayshree@mdda.org.za](mailto:jayshree@mdda.org.za) or [lumko@mdda.org.za](mailto:lumko@mdda.org.za)



PO Box 42846, Fordsburg, 2033



Funds to small and community media, capacity-building in media.



Community media projects and small commercial media projects, as well as research projects.



Promote media development and diversity, impact on historically disadvantaged communities and persons, as well as, historically diminished language and cultural groups that are not adequately served by the media, encourage ownership, control, participation and access to media by the above groups, develop human resources within the media industry, especially amongst historically disadvantaged groups, promote literacy and a culture of reading. Must comply with all media laws and codes applicable to the media industry, good governance, including effective financial reporting, adherence to the law and the effective use of resources.





Must not be owned or controlled by any media organisation funding the MDDA, or by any political party or the state.

## Khula Enterprise Finance Ltd



[www.khula.org.za](http://www.khula.org.za)



012 394 5560 / 5900



012 394 6560



[helpline@khula.org.za](mailto:helpline@khula.org.za)



PO Box 28423, Sunnyside, 0132



Facilitates access of SMMEs to finance and mentorship; micro credit to rural communities.



SMMEs, for micro-credit, channelled through existing NGOs and CBOs into 70% women-headed projects.



Micro-credit NGOs and CBOs must be established within the community and not be replicating any loan facilities already available, there must be a need for a micro-credit office in the area.

## Khula Enterprise - Isibane Capital



[www.khula.org.za](http://www.khula.org.za)



Bonisile Malindi - Managing Director



021 510 0382



021 510 8047



[helpline@khula.org.za](mailto:helpline@khula.org.za) or [malindi@3ECapital.co.za](mailto:malindi@3ECapital.co.za)



Unit 58, M5 Three Way Park, Maitland



People Contracted by the City of Cape Town.

## Khula enterprise - New Business Finance



[www.khula.org.za](http://www.khula.org.za)



George Watson - Managing Director



Tel: 021 671 6263



Fax:021 671 62 67



[george@nbf.co.za](mailto:george@nbf.co.za)



PO Box 44449, Claremont, 7735



Fund any individual who has completed the application form correctly and has a sustainable business plan.



Don't provide funding for properties and vehicles.

## Swiss Agency for Development and Cooperation



[www.sdc.admin.ch/](http://www.sdc.admin.ch/)



Annemarie Minder - Country Director



012 362 2972



012 362 2971



Pretoria@sdc.net



Private bag X37, Hatfield, Pretoria 0028



None.



None.



Funding depends on the proposal.

## Verified Internationals

### European Investment Bank (EIB)



[www.eib.org](http://www.eib.org)



David White - Head of Mission or Lena Ashuvud - Deputy Head of Mission



012 425 0460



012 425 0470



[d.white@eib.org](mailto:d.white@eib.org), [l.ashuvud@eib.org](mailto:l.ashuvud@eib.org)



Private Bag X20, Brooklyn Square 0075, South Africa



The EIB is the development bank of the European Union. Under an agreement with the South African Government, it finances productive investment and infrastructure, including municipal infrastructure, assisting development in South Africa. Amongst the projects financed was the Berg Water Supply project, for which the Bank provided EUR 100m. Other municipal infrastructure can include sewers, solid waste disposal facilities, roads, etc.



The Bank can finance both public and private sector investment, and mixed public-private ventures. It specialises in long-term loans at attractive rates.



Not listed.



Not listed.

## Semi-verified Corporates

### National Ports Authority



[www.npa.co.za](http://www.npa.co.za)



Corporate Affairs Manager



021 449 3408/2612



021 449 3107



[csi@npa.co.za](mailto:csi@npa.co.za)



Port of Cape Town, PO Box 4245, Cape Town, 8000



Education, training, environmental management, arts, culture and sports development.



Investment in communities around ports, previously disadvantaged communities, programmes that engender development and programmes that foster empowerment and growth.

### Nestle



[www.nestle.co.za](http://www.nestle.co.za)



Corporate affairs



011 889 6000



011 889 6083



[corporate.affairs@za.nestle.com](mailto:corporate.affairs@za.nestle.com)



PO Box 50616, Randburg, 2125



Health, food insecurity, water, sanitation, unemployment, job creation and environment.



NGOs and CBOs.



Long-term.

### SABC



[www.sabc.co.za](http://www.sabc.co.za)



Angela Crowder - Corporate Marketing Manager



011 714 7107/9111



011 714 7086



[angelacrowderam@sabc.co.za](mailto:angelacrowderam@sabc.co.za)



HIV/AIDS orphans, health, poverty alleviation, environmentalism, arts and culture, SMME development and free broadcasting time.



Impact, sustainability, clear agenda for benefiting the community at large.

## Santam



[www.santam.co.za](http://www.santam.co.za)



Vera Lawrence - CSI Manager



021 915 7373



021 914 0738



[info@santam.co.za](mailto:info@santam.co.za) or [vera.lawrence@santam.co.za](mailto:vera.lawrence@santam.co.za)



PO Box 3881, Tygervalley, 7536



Education, skills training, entrepreneurial development, arts and culture, crime prevention and disaster relief.



Capacity building, involves a transfer of skills, self-help and sustainability.

## Shell SA Energy Ltd



[www.shell.co.za](http://www.shell.co.za)



Ncedo Ntamnani - Social Investment Manager, Southern Africa



021 408 4911



021 425 3807



[ncedo.ntamnani@shell.com](mailto:ncedo.ntamnani@shell.com)



PO Box 2231, Cape Town, 8000



Community development, job creation, energy, environmental performance, good governance, social awareness, health and job creation.



Ventures that will be sustainable beyond the investment period and ventures that ultimately create employment.

## Siemens



[www.siemens.co.za](http://www.siemens.co.za)



Emily Molefe - CSI Manager, Corporate communication



011 652 2900



[info@siemens.co.za](mailto:info@siemens.co.za) or [emilymolefe@siemens.com](mailto:emilymolefe@siemens.com)



Private Bag X71, Halfway House, 1685



Training and development, youth, arts and culture, education and HIV/AIDS.



Must add value to the community.



None.

## South African Breweries



[www.sabllimited.co.za](http://www.sabllimited.co.za)



Sylvester Ndaba - Corporate Social Affairs



011 881 8452



011 881 8574



[sylvester.ndaba@za.sabmiller.com](mailto:sylvester.ndaba@za.sabmiller.com)



PO Box 782178, Sandton, 2146



Leadership development, HIV/AIDs, entrepreneurship, job creation, education, health, environment, welfare and crime prevention.

## Tiger Brands



[www.tigerbrands.com](http://www.tigerbrands.com)



Junette Davidson - CSI Manager



011 840 3050



011 514 0257



[junette.davidson@tigerbrands.com](mailto:junette.davidson@tigerbrands.com)



PO Box 78056, Sandton, 2146



Food relief and health.



Implementing NGOs of food relief.



Food relief.



None, but must be food relief.

## Toyota Foundation



[www.toyota.co.za](http://www.toyota.co.za)



CSI manager



011 809 2408



011 809 9408



[zvilaka@tsb.toyota.co.za](mailto:zvilaka@tsb.toyota.co.za)



PO Box 481, Bergvlei, 2012




Skills training and development, education, learnerships for unemployed, SMME developments, environmental management, welfare and job creation.



NGOs, schools, partnering with the Department of Education, communities on environment and registered NGOs.



Community development, training, school kids training, volunteers, environment projects and training.

 Individuals, churches, political organisations and private schools.

## Vodacom Foundation

 [www.vodacom.co.za](http://www.vodacom.co.za), [www.sail.co.za](http://www.sail.co.za)


 Managing Executive, Corporate Social Responsibility

 011 653 5000

 011 653 6040

 [foundation@vodacom.co.za](mailto:foundation@vodacom.co.za)

 Health, education, safety and security, welfare, arts and culture, sports development, environment.

 Projects benefiting youth and children enjoy priority funding.

 Sustainable and long-term projects.

## AECI

 [www.aeci.co.za](http://www.aeci.co.za)


 Glenis Widdison - Co-ordinator

 011 806 8700

 011 806 8899

 [glenisw@aeci.co.za](mailto:glenisw@aeci.co.za)

 Education, HIV/AIDS, job creation and environment.

 NGOs and community.

 Create self-sufficiency.

## Ernst and Young


 [www.ey.com](http://www.ey.com)


 Busisiwe Sithole - CSI Manager

 011 772 3000/5257

 011 772 5757

 [busisiwe.sithole@za.ey.com](mailto:busisiwe.sithole@za.ey.com)

 Private Bag X14, Northlands, 2116

 Education, entrepreneurship, social development and health.

 NGOs, partnerships, registering or registering NGOs.

 Must have been in existence for a while.

 None.

## IBM



[www.ibm.com/za/](http://www.ibm.com/za/)



Nondumiso Tsipa - Corporate Community Relations Officer



011 302 6240



011 302 6161



[nondumi@za.ibm.com](mailto:nondumi@za.ibm.com)



Private Bag X9907, Sandton, South Africa, 2146



Education and training, job creation and rural development, social welfare and schools.



Organisations.



Thorough proposal (usual guidelines).



Individuals, political, labour, religious or fraternal organisations, sports groups, fundraising events and auctions, capital campaigns, construction and renovation projects.

## Barloworld



[www.barloworld.co.za](http://www.barloworld.co.za)



Jennifer Smith - Head of CSI



011 445 1268



011 445 1581



[jennifers@barloworld.com](mailto:jennifers@barloworld.com)



PO Box 782248, Sandton, 2146



Education, leadership development, environmental, HIV/AIDS prevention and treatment, sports development, arts and culture, health, job creation and skills development.



Work with a few organisations at a time and become heavily involved in their work, usually provide executive management skills as well as funds and seek long-term relationships. Implementing DTI's new BEE criteria.



Sectarian initiatives.

## SAPPI



[www.sappi.com](http://www.sappi.com)



Group Head Corporate Affairs, SAPPI Ltd



011 407 8044/8111



011 403 8236



[Andre.Oberholzer@sappi.com](mailto:Andre.Oberholzer@sappi.com)



PO Box 31560, Bromfontein, 2017



Education, entrepreneurship, environment and vulnerable groups.

## Spornet



[www.spornet.co.za](http://www.spornet.co.za)



Claudia Benjamin - Senior Administrator



021 940 3162



[claudiab@spornet.co.za](mailto:claudiab@spornet.co.za)



PO Box 1965, Bellville, 7535



HIV/AIDS, maths, science and technology support in schools and sports development projects.

## Standard Bank



[www.standardbank.co.za](http://www.standardbank.co.za)



Dr Nomsa Masuku - Senior Manager, CSI, Standard Bank



011 636 9111



011 636 8231



[nadia.hassan@standardbank.co.za](mailto:nadia.hassan@standardbank.co.za)



PO Box 3124, Johannesburg, 2000



Education, health, welfare, arts and culture, skills training, entrepreneurial business, heritage and sports.



30% of CSI goes to small CBOs.

## The BIDvest group



[www.bidvest.co.za](http://www.bidvest.co.za)



Myrna Rohl - CSI Manager



011 772 8711



011 772 8973



[myrna@bidvest.co.za](mailto:myrna@bidvest.co.za)



PO Box 87274, Houghton, 2041



Education, health, job creation, economic empowerment, community and poverty alleviation.

## PPC Cement Ltd



[www.ppc.co.za](http://www.ppc.co.za)



Justin Meth, Lebogang Mtsepe or Francie Shonhiwa - CSI Managers



011 386 9000



011 386 9108/9072



[jmeth@ppc.co.za](mailto:jmeth@ppc.co.za), [fshonhiwa@ppc.co.za](mailto:fshonhiwa@ppc.co.za) or [lmtsepe@ppc.co.za](mailto:lmtsepe@ppc.co.za)





PO Box 787416, Sandton, 2146



Education, training, healthcare, welfare, HIV/AIDS, environment and SMMEs.



Women and children, local communities and NGOs.

## Deloitte Foundation



[www.deloitte.com](http://www.deloitte.com)



Hanif Ibrahim - Associate Director



011 209 8781



011 806 5857



[hibrahim@deloittes.co.za](mailto:hibrahim@deloittes.co.za)



Private bag X6, Gallo Manor, 2052



Education, healthcare, enterprise development and job creation and community empowerment.

## Edcon



[www.edcon.co.za](http://www.edcon.co.za)



Xolile Caga - Group Corporate Social Investment Manager



011 495 7163



011 837 6038



[xcaga@edcon.co.za](mailto:xcaga@edcon.co.za)



PO Box 200, Crown Mines, 2025, Johannesburg



Edgardale, Press Avenue, Crown Mines, Johannesburg, 2092



Youth, education, social development, health and HIV/AIDS.

## General Electric Trust Fund in South Africa



[www.ge.com/za](http://www.ge.com/za)



Priscilla Tsotetsi - Administrator



011 653 8879



011 237 0001



[priscilla.tsotetsi@ge.com](mailto:priscilla.tsotetsi@ge.com)



PO Box 787122, Sandton, 2146










Medical research, community leadership development, rural schools and teacher training, education and health.









## Metropolitan Life









[www.metropolitan.co.za](http://www.metropolitan.co.za)

-  Tertia Mdunge - Head CSI
-  021 940 6076
-  021 940 6966
-  info@metropolitan.co.za or tmdunge@metropolitan.co.za
-  PO Box 2212, Bellville
-  Training, education, orphans, HIV/AIDS, health, community development and childcare.
-  Sustainable initiatives.








## Mittal Steel South Africa Foundation

-  www.iscor.co.za
-  Tami Didiza - General Manager
-  016 889 2549
-  016 889 2465
-  tami.didiza@mittalsteel.com
-  PO Box 2, Vanderbijlpark, South Africa, 1900
-  3rd Floor, Main Building, Vanderbijlpark, South Africa, 1900
-  Education focus, especially maths, science and technology.

## New Clicks Holdings

-  www.newclicks.co.za
-  CSI Department
-  021 460 1911
-  PO Box 5142, Cape Town 8000, South Africa
-  Community empowerment and personal upliftment.
-  Those that have strong alliance with one brand or of national impact.

## Sentech

-  www.sentech.co.za
-  Laetitia Vollmet - Sentech CSI Co-ordinator
-  011 691 7000
-  011 388 8054
-  vollmer@sentech.co.za
-  Private Bag X06, Honeydew, 2040
-  Technology in education and healthcare and skills development in ICT.



Previously disadvantaged communities.



Projects must be sustainable and in-line with government objectives.

## Semi-verified Foundations & Trusts

### Desmond Tutu Education Trust



[www.tutustrust.org.za](http://www.tutustrust.org.za)



021 951 7544



021 951 7668



[info@tutustrust.org.za](mailto:info@tutustrust.org.za)



PO Box 394, Kasselvlei, 7533



Cnr. Modderdam & Symphony Roads, Belville South, 7530



Tertiary education, capacity-building for disadvantaged institutions and addressing challenges faced by institutions.



Development projects that assist nation-building, programmes geared for disadvantaged students.



Must be in-line with programmes areas of investment.



None.

### Donald Gordon Foundation



[www.donaldgordon.org](http://www.donaldgordon.org)



011 408 4038



[info@donaldgordon.org](mailto:info@donaldgordon.org)



PO Box 8749, Johannesburg, 2000



Medical education and training, cultural affairs, performing arts, conservation of environment and higher education institutions focusing on business education.



PBOs formed and incorporated under section 21 of the Companies Act, NPOs and organisations in South Africa and/or with a South African focus.



Must serve the needs, interests and well-being of the general public.



Unsolicited proposals, (applicants may write a letter stating nature of need which may or may not be considered), medical care, study, scholarships or fellowships, organisations of conferences, seminars or symposiums, banquets, golf days, dinners, centralized or generic fundraising or service organizations, sports events/facilities/clubs (except for the disabled), adult literacy or numeracy training programmes, organisations dealing with issues related to land or housing, endowment funds, loans or micro-lenders, primary health care and an organisation that unfairly discriminates, individuals.

## Desmond Tutu Education Trust



[www.tutustrust.org.za](http://www.tutustrust.org.za)



CSI Co-ordinator



021 951 7544



021 951 7668



[info@tutustrust.org.za](mailto:info@tutustrust.org.za)



PO Box 394, Kasselmei, 7533



Cnr. Modderdam & Symphony Roads, Belville South, 7530



Tertiary education, capacity building at disadvantaged institutions and addressing challenges faced by institutions.



Development projects that assist nation-building, programmes geared for disadvantaged students.



Must be in-line with programmes areas of investment.



None.

## Donald Gordon Foundation



[www.donaldgordon.org](http://www.donaldgordon.org)



CSI Co-ordinator



011 408 4038



[info@donaldgordon.org](mailto:info@donaldgordon.org)



PO Box 8749, Johannesburg, 2000



Medical education and training, cultural affairs, performing arts, conservation of environment and higher education institutions focusing on business education.



PBOs formed and incorporated under section 21 of the Companies Act, NPOs and organisations in South Africa and/or with a South African focus.



Must serve the needs, interests and well-being of the general public.



Unsolicited proposals, (applicants may write a letter stating nature of need which may or may not be considered, medical care, study, scholarships or fellowships, organisations of conferences, seminars or symposiums, banquets, golf days, dinners, centralized or generic fundraising or service organizations, sports events/facilities/clubs (except for the disabled), adult literacy or numeracy training programmes, organisations dealing with issues related to land or housing, endowment funds, loans or micro-lenders, primary health care and an organisation that unfairly discriminates individuals.

## Charles Mott Foundation



[www.mott.org](http://www.mott.org)



Sharifa Bala - Support Office Administrator



011 403 6934



011 403 7566



sbala@mott.org



PO Box 32088, Braamfontein, 2017



First floor, Braamfontein Centre, 23 Jorissen St, Braamfontein, 2017



Civil society and environment.



NPOs that work to deepen democracy increase participation in decision-making, advance socio-economic and racial equality and promote justice and reconciliation.



Letters should include a brief description of the project, the funding needed and the time period; general purpose and project-specific requests. Single and multi-year proposals acceptable.



Individual grants or loans; grants (except in the Flint area) for capital development, research, project replication or endowment unless connected with project funded by Mott, religious activities (exceptions are FBOs that serve a broad segment of the population, no grants (except in the Flint area) for local projects unless part of a Mott-planned national demonstration or network of grants, no grants for projects that duplicate, or significantly overlap, the work of federal, state or local governmental agencies.

## W.K. Kellogg Foundation



[www.wkkf.org](http://www.wkkf.org)



Proposals must be submitted on-line.



012 362 7049



012 366 7600



Private Bag X36, Hatfield, Pretoria, 0028



Strengthen leadership capacity, strengthen capacity of communities, organisational and institutional development and transformation.



Organisations and projects.



Project must be sustainable, must qualify under regulation of the US Internal Revenue Service and research that is part of a broader program.



Conferences, filing, television and radio, religious programs, individuals, capital purposes, operational phases of established programs, endowments or development campaigns.

## Feed the minds



[www.feedtheminds.co.uk](http://www.feedtheminds.co.uk)








CSI Co-ordinator











+44 20 7592 3901












+44 20 7592 3939

-  partners@feedtheminds.org, info@feedtheminds.org
-  36 Causton Street, London SW1P 4AU, United Kingdom
-  Education, training and communications for development, publishing of indigenous literature and theological training.
-  Adult literacy projects, education around general health, HIV/AIDS, human rights, income generation and community-building.
-  Projects that discriminate because of religion, sex, race, disability or sexual orientation; doctoral or other research, scholarships or college fees, projects with budgets that reflect primarily a focus on capital expenditure e.g. erection of buildings, creation of physical infrastructure, e.g. schools, churches, water points or purchase of equipment, vehicles and other capital items and projects with political affiliations/alignment.

## Ford Foundation

-  www.fordfound.org
-  Representative of Southern Africa
-  011 276 1200
-  011 276 1248
-  ford-johannesburg@fordfound.org
-  PO Box 30953, Braamfontein, 2017, Johannesburg
-  Good governance, development and education.
-  Human rights, higher education, governance, civil society and philanthropy, environment and development, development finance, sexuality and reproductive health.

## The Cape Tercentenary Foundation

-  www.cape300foundation.org.za
-  Secretary
-  021 683 3990
-  021 671 6404
-  info@cape300foundation.org.za
-  Postnet Suite 354, Private Bag X16, Constantia, 7848
-  Environment, arts and culture and literature.
-  Must aim to preserve, promote and encourage literature, visual and performing arts and the natural and cultural environment in the Western, Eastern and Northern Cape Provinces.
-  Any projects that fall outside of the funding criteria and program areas of investment.

## **BNI – Misner Charitable Foundation**



[www.bni.co.za](http://www.bni.co.za)



National Director



021 674 1461 or 082 777 8557



[info@bni.co.za](mailto:info@bni.co.za) or [mike@bni.co.za](mailto:mike@bni.co.za)



PO Box 10049, Caledon Square, 7905



Education.



Educational projects (Foundation provides small mini-grants – \$500.00 or less).

## **Andrew Mellon Foundation**



[www.mellon.org](http://www.mellon.org)



Senior Advisor or Program Assistant



+212 838 8400



+212 500 2302



[inquiries@mellon.org](mailto:inquiries@mellon.org)



140 East 62nd Street, New York, NY 10021



Supports graduate education and leadership development.



Research universities, humanistic scholarships, historically black colleges and liberal arts colleges.



Higher education, scholarly communication, research in IT, museums and art conservation, performing arts, conservation and environment.



Individuals, unsolicited proposals.

## **MacArthur Foundation**



[www.macfound.org](http://www.macfound.org)



CSI Co-ordinator



+312 726 8000



+312 920 6258



[4answers@macfound.org](mailto:4answers@macfound.org)



Office of Grants Management, 140 S. Dearborn Street, Chicago, IL 60603-5285



International peace and security, research and policy studies.



Selected human rights organisations that work internationally.



Projects that seek to further the development of an international justice system.



Political activities, scholarships or tuition assistance for undergraduate, graduates, or postgraduate studies, annual fundraising drives, institutional benefits, honorary functions and individuals.

## The Shuttleworth Foundation



[www.tsf.org.za](http://www.tsf.org.za)



Wendy Stoffels - Office Administration



021 970 1200



021 970 1201



[proposals@shuttleworthfoundation.org](mailto:proposals@shuttleworthfoundation.org)



Education, proposals and Enquiries

Open Source & HIP2BSQUARED

PO Box 4163, Durbanville, Cape Town, 7551



Education, maths, science and technology and open-source.



Pilot and innovative projects in STEM with particular focus on grades 4-9; pilot and innovative projects in numeracy in grades R-3; new research in STEM and the dissemination of results; evaluation of STEM projects; supporting activities around STEM in school education such as Olympiads, competitions and expos, etc.



Projects initiated and implemented in South Africa and project must be aligned to the SA school curriculum.



Operational phases of established programs, existing deficits, capital purposes, purchasing, constructing, remodelling or furnishing of facilities, purchasing or upgrading computer hardware or software (except as part of a programmatic effort or equipping or upgrading science laboratories), purchasing of equipment for research purposes, individuals, international programs and institutions, bursaries and non-secular activities.

## Open Society Foundation/ Soros Foundation



[www.osf.org.za](http://www.osf.org.za) [www.soros.org](http://www.soros.org)



Console Tleane - Media Director



Anthea van der Burg - Human Rights and Governance



021 683 3489



021 683 3550



[admin@ct ofs.org.za](mailto:admin@ct ofs.org.za)



PO Box 23161, Claremont, South Africa, 7735



First Floor Colinton House, Fedsure Oval, 1 Oakdale Road, Newlands



Education, civil society, independent media, internet and email communications, publishing, human rights, social, legal and economic reform.



Civil society organisations in support of an agenda to build accountability.



On-going institution building impact, mutually reinforcing impact wherever possible and sustainability.



## Social Change Assistance Trust



[www.scat.org.za](http://www.scat.org.za)



CSI Co-ordinator



021 418 2575



021 418 6850



[info@scat.org.za](mailto:info@scat.org.za)



3rd Floor Scat House, 19 Loop Street, Cape Town, 8001



Capacity building, youth development and economic development.



Organisation working within the community that it serves, community-based/governed organisations and communities with limited access to resources (technological, formal communications and formal institutions).



Must be community-based.

## Carl & Emily Fuchs Foundation



[www.fuchsfoundation.co.za](http://www.fuchsfoundation.co.za)



Corne Booyens - National Grants Manager



011 315 9055



011 315 9450



[ceff@iafrica.com](mailto:ceff@iafrica.com)



National Grants Manager, PO Box 1910, Halfway House, 1685



Sports, arts and culture (including people with disabilities); performing arts, personal development, children, youth at risk, youth development, special education needs; science and maths education and academic excellence promotion.



Non-profit organisations; private welfare organisations; non-governmental organisations; community-based organisations; educational institutions; charitable organisations; developmental projects.



Routine donations have been structured to include the following focus areas: child care and youth development; health; counselling services and frail care; poverty alleviation and community development; trauma management and services to people with disabilities; higher education and promotion of excellence, arts and research.












Private profit-oriented organizations; political party initiatives; individual bursaries; government departments or State responsibilities; promotion of religious denominations except for charitable/welfare/community outreach activities of religious institutions; discriminatory initiatives.











## Rockerfeller Foundation



[www.rockfound.org](http://www.rockfound.org)

-  CSI Co-ordinator
-  +212 869 8500
-  +212 764 3468
-  [www.rockfound.org](http://www.rockfound.org)
-  420 Fifth Avenue, New York, New York, 10018
-  Education, health, agriculture, informing development, improving access to and quality of primary education, transforming African universities.
-  Programs promoting arts, humanities and cultural institutions; the Creativity & Culture program supports individual artists, humanists and cultural organizations; improving the health of poor and marginalized people.
-  Should be in line with mission and vision – building required human and institutional capacity and effective approaches to improving livelihood of the poor.
-  Personal aid to individuals or, except in rare cases, fund endowments, or contribute to building and operating funds.

## Global Fund for Women

-  [www.globalfundforwomen.org](http://www.globalfundforwomen.org)
-  CSI Co-ordinator
-  +415 202 7640
-  +415 202-8604
-  [ssafrica@globalfundforwomen.org](mailto:ssafrica@globalfundforwomen.org), [gfw@globalfundforwomen.org](mailto:gfw@globalfundforwomen.org)
-  1375 Sutter Street, Suite 400, San Francisco, CA 94109 USA
-  Human rights of women and girls, issues controversial or difficult for women to raise in their communities and women from marginalised populations.
-  Organisations that demonstrate a clear commitment to women’s equality and female human rights; should show concern about the way women are viewed and view themselves in society; organisations governed and directed by women, consist of a group of women working together are based outside of the United States.
-  Should demonstrate a strong commitment to women’s equality and human rights; peace building and ending gender-based violence; increasing access to education; fostering social change; philanthropy; expanding civic and political participation; based outside of the United States.
-  Individuals; groups based and working primarily or solely in the U.S.A; groups whose main or only purpose is to generate income for individuals or welfare-oriented projects; groups headed and managed by men, and without women in important management functions; groups in the global north proposing partnerships with the global south; groups that do not have any female human rights focus.

## Nike (Bowerman Track Renovation Program)



[www.nike.com/nikebiz](http://www.nike.com/nikebiz)



CSI Co-ordinator



+1 800 344 6453



One Bowerman Drive, Beaverton, OR 97005-6453 USA



Organisations world wide; organisations outside the United States that are charitable in purpose and NGOs; community-based, non-profit or NGO serving youth, employ at least one full-time staff person. Maintain a viable track program serving boys and girls, ages 14-18; consider Nike Grind as the material used for track refurbishment or construction (see Nike Grind section for more information); demonstrate that the track is available in all or most weather conditions and open to and used by members of the community for organized meets and other events; provide evidence of or an ability to secure matching funds from other organizations by an agreed upon deadline for the completion of track refurbishment or construction; accommodate a site visit by Nike representatives if necessary; mount at the track, at Nike's expense, a plaque commemorating Bill Bowerman; demonstrate a solid commitment to quality construction standards, track maintenance and safety; indemnify and hold harmless Nike, Inc., its vendors and partners. Other factors that will be considered in evaluating proposals are: feasibility of proposed project; evidence of long-term financial viability and appropriate infrastructure in place to properly implement track project and maintain track and corresponding programming; existence of ties or relationships with local athletic heroes or track athletes and their corresponding involvement in track programming; demonstrate how track improvement will benefit adults and youth in the greater community; agree to place one Nike logo or trademark on each surface; agreement to partner with a Nike Grind approved vendor for track construction or refurbishment; and locations where Nike employees live, work and play. Special consideration will be given to: existing running tracks in need of repair or refurbishment; and tracks located in low and moderate-income communities.



Individuals, scholarships, personal assistance, for profit ventures, religious groups for religious purposes, capital campaigns, lobbying, political or fraternal activities, individual study, research or travel grants, individual sports teams and team sponsorships.

## Reuters foundation



[www.foundation.reuters.com](http://www.foundation.reuters.com)



CSI Co-ordinator



+44 207 250 1122



[foundation@reuters.com](mailto:foundation@reuters.com)



The Reuters Building, South Colonnade, Canary Wharf, E14 5EP, London



Education and Training, disaster relief, international relief, health and environment.



Political and religious causes (except cases required by national law or custom or causes which are run by a religious organisation but which is for the benefit of the wider community and is not closed to a specific group), animal welfare causes, sports and militant action.

## Semi-verified Funds & Organisations

### Ashoka Innovators for the Public



[www.ashoka.org](http://www.ashoka.org)



Regional Representative, Southern Africa



011 880 5592



011 880 8950



[info@ashoka.org.za](mailto:info@ashoka.org.za)



PO Box 30653, Braamfontein, 2017



33A Sturdee Avenue, Rosebank, Johannesburg, 2196



Funds individual entrepreneurs. Citizen Base initiative helps CSOs find local, diverse funding bases, as well as making grant awards to some outstanding CSOs.

### Local Cooperation Fund



[www.finland.org.za/en/](http://www.finland.org.za/en/)



Secretary



021 461 4732



021 461 5768



[sanomat.pre@formin.fi](mailto:sanomat.pre@formin.fi)



Embassy of Finland, LCF



PO BOX 693, Cape Town, 8000



Human rights, grass roots advocacy, responsive local government administration and accountability, regional peace and security.



Registered organisations, adhering to good governance principles and gender equality.



Must be serving marginalised communities and their existing structures, have expertise in advocacy and human rights or, with expertise and innovation in regional issues. Prefer long-term partnerships.

### Media Development and Diversity Agency



[www.mdda.org.za](http://www.mdda.org.za)



Harriet Mhlanga - Executive Secretary



011 726 3336



011 726 5087



[info@mdda.org.za](mailto:info@mdda.org.za)



PO Box 42846, Fordsburg, 2033



Funds to small and community media; capacity building in media, community media projects, small commercial media projects and research projects.



Promote media development and diversity; impact on historically disadvantaged communities and persons as well as historically diminished language and cultural groups not adequately served by the media; encourage ownership, control, participation and access to media by the above groups; develop human resources within the media industry, especially amongst historically disadvantaged groups; promote literacy and a culture of reading; must comply with all media laws and codes applicable to the media industry; good governance, including effective financial reporting, adherence to the law and the effective use of resources and be financially sustainable.



Must not be owned or controlled by any media organisation funding the MDDA, or by any political party or the State.

## Rockefeller Brothers Fund



[www.rbf.org](http://www.rbf.org)



Program director



+212 812 4200



+212 812 4299



[info@rbf.org](mailto:info@rbf.org)



437 Madison Av, 37th Floor, New York, New York, 10022-7001



Education, vulnerable and orphaned children, HIV/AIDS, democratic practice, sustainable development, peace and security.



Educational or charitable organisations.



Must be involved in work that fits into the fund's programme areas, wide applicability, lasting impact. (Send a letter of inquiry and wait to be invited to do a proposal).



Individuals, biomedical research and scholarships.

## Universal Service Fund



[www.usa.org.za](http://www.usa.org.za)



Motlatso Ramodiba - Operating Officer



011 877 6600



011 877 6623/13



[motlatsor@usa.org.za](mailto:motlatsor@usa.org.za)



Private Bag X73, Braamfontein, 2017



20 De-Korte Street, Everite House, 2nd Floor, Braamfontein, Johannesburg, South Africa



Fund projects striving to address the universal access to ICT issue.



The needy, public schools and training institutions, small businesses and cooperatives.

## Semi-verified Internationals

### Australian Agency for International Development (AusAID)



[www.ausaid.gov.au](http://www.ausaid.gov.au)



Direct Aid Program Coordinator - Anne Cruex



012 423 6000



012 342 4201



[anne.cruex@dfat.gov.au](mailto:anne.cruex@dfat.gov.au)



Private Bag X150, Pretoria, 0001



292 Orient St, Arcadia, Pretoria, 0083



Disaster relief, development assistance, international aid, overseas aid, rural development.



Non-profit organisations, international organisations, non-governmental organisations.



Accountability, poverty reduction and sustainable development.



Items of recurring nature e.g. staff salaries, overseas study tours purchase of property, rent.

### CIDA and NEPAD (Canada Fund)



[www.acdi-cida.gc.ca](http://www.acdi-cida.gc.ca)



CSI Co-ordinator



012 422 3000



[info@acdi-cida.gc.ca](mailto:info@acdi-cida.gc.ca)



Canadian International Development Agency

200 Promenade de Portage, Gatineau, Quebec, Canada, K1A 0G4



NEPAD projects only.

### Department for International Development (DFID)



[www.dfid.gov.uk](http://www.dfid.gov.uk)



Secretary



012 431 2100



012 342 3429



[enquiry@dfid.gov.uk](mailto:enquiry@dfid.gov.uk)



2nd Floor, Sanlam Building, 353 Festival Street, Hatfield, 0083



Development, poverty alleviation, health, education and conflict resolution.



Not-for-profit organisations, network specialising in preventing and addressing impact of conflict, poverty, peace building and UK-based, civil society organisations.



Other DFID funded projects/programmes, country specific organisations, organisation which discriminate, as well as evangelising and proselysing organisations.

## Japan International Cooperation Agency (JICA)



[www.jica.go.jp](http://www.jica.go.jp)



CSI Co-ordinator



+81 3 5352 5311/12/13/14



[jicagap-opinion@jica.go.jp](mailto:jicagap-opinion@jica.go.jp)



6th–13th Floors, Shinjuku Maynds Tower, 2-1-1 Yoyogi, Shibuya-ku, Tokyo 151-8558, Japan



Social development, environment, national building, poverty alleviation, education, health, medical care and agricultural development.



Projects for commercial profit, projects whose funds might be channelled to military ends and high-tech projects out of line with the technical levels of the recipient country.

## Swedish International Development Cooperation Agency (SIDA)



[www.sida.se](http://www.sida.se)



CSI Co-ordinator



+46 8 698 5000



+46 8 208 864



[sida@sida.se](mailto:sida@sida.se)



Valhallavagen 199, 10525, Stockholm



Health clinics, schools, water treatment plants and poverty alleviation through democratisation.

## Swiss Agency for Development and Cooperation (SDC) / Swiss South African Cooperation Initiative (SSACI)



[www.sdc.org.za](http://www.sdc.org.za) [www.ssaci.org.za](http://www.ssaci.org.za)



Ken Duncan - Manager (SSACI) and Annemarie Minder - Programme manager (SDC)



012 362 2972 (SDC) , 011 642 2110 (SSACI)



012 362 2971 (SDC), 011 642 4206 (SSACI)



[info@ssaci.org.za](mailto:info@ssaci.org.za) (SSACI), [pretoria@sdc.net](mailto:pretoria@sdc.net) (SDC)



SSACI: Harrow Court 1, 1st Floor, Isle of Houghton Office Park, 11 Boundary Road, Houghton, 2041




SDC: Unit 4 Parkfield Court, 1185 Park Street, Hatfield, Pretoria, 0028



Poverty alleviation and youth at risk.



Projects, not organisations as such.


 Must serve out of school youths, workable action plan for employment creation, technical or vocational training component, cost-effective, equal benefit to men and women and post-training to support to trainees.

 Those outside South African borders, government department initiatives, commercial companies that are project-holders or principal beneficiaries.

## **United Nations Development Program (UNDP)/ South Africa**


 [www.undp.org.za](http://www.undp.org.za) [www.sgp.undp.org](http://www.sgp.undp.org)


 Poverty and Governance – Motsi Leballo

 HIV/AIDS – Aloma Foster

 Energy and Environment – Eddy Russell

 Policy and Strategy – Philip Browne


 012 354 8166

 012 354 8058/9


 Motsi Leballo: [motsi.leballo@undp.org](mailto:motsi.leballo@undp.org), Aloma Foster: [aloma.foster@undp.org](mailto:aloma.foster@undp.org)

 Eddy Russell, [eddy.russell@undp.org](mailto:eddy.russell@undp.org), Philip Browne, [philip.browne@undp.org](mailto:philip.browne@undp.org)

 351 Schoeman Street, PO Box 6541, Pretoria, 0001

 Climate change, biodiversity, protection of international waters and prevention of land degradation, impact reduction of organic pollutants.


 NGOs, CBOs, grass roots organisations.


 Must improve the global environment or advance the prospect of reducing risks to it.

## **British Council**


 [www.britishcouncil.org](http://www.britishcouncil.org)

 CSI Co-ordinator

 021 460 6660 or 0860 01 22 33

 021 460 6691 or 0860 10 35 25

 [information@britishcouncil.org.za](mailto:information@britishcouncil.org.za)

 3rd Floor, Associated Magazines House, 21 St John's Street, Cape Town

 Education.

 Students in need of sponsorship.



# Glossary of Terms

This glossary is updated regularly and is available on the Thusanang portal at [www.thusanang.org.za](http://www.thusanang.org.za). It has been developed by Jill Richie of Papillon Press and Consultancy, in co-operation with the SANGONeT team. If you have a funding or fundraising term that is perhaps unclear or, which is not explained in the glossary already, please send it to [ngopulse@sangonet.org.za](mailto:ngopulse@sangonet.org.za).

## A

**Accountability** – in the context of funding and fundraising, typically the duty of a beneficiary NPO is to inform donors of the use of their money, backed up by their financial statements.

**Acquisition mailing** – a mailing to prospective donors, specifically to bring new individual donors on board.

**Allocations committee** – group of people in a company, trust or any other donor body who meet in order to decide on donations to be made.

**Alumni campaign** – fundraising initiative undertaken, usually by an educational institution, but could also be done by a club, society or NPO, focusing on its own previous students, members or beneficiaries.

**Annual giving** - either an amount given annually by a donor or, a fundraising drive to bring donations in once a year.

**Annual report** – yearly document reporting on an NPO (or a donor) as a whole, covering each programme and project, including financial statements.

**Anonymous donor** – a donor, known to the beneficiary organisation, requesting that his/her/its identity not be made public.

**Appeal letter** – a letter asking for a donation.

**Attrition rate** – rate at which donors are lost, due to their not renewing donations or subscriptions; usually associated with individual donors.

## B

**Benefactor** – a wealthy, generous individual donor.

**Bequest** – money given by means of a will (after death).

**Board profile** – a breakdown of the governing board (trustees) of an NPO, focussing on gender, race, social standing and affiliations.

**Bridging loan** – money borrowed to enable or kick-start a project, or fundraising campaign. Such money needs to be repaid, usually from funds yet to be raised.

**Budget** – a document showing a breakdown of anticipated expenditure and income, usually for a year in advance.

**Budget line item** – different types of costs, each specified on one line in a budget, for example “rental” or “travel”.

**Budget shortfall** – the amount whereby expenditure exceeds income in an organisational or project budget; typically, the budget shortfall is what you are looking to cover via fundraising.

**Business plan** – a document, including time frames and budgets, outlining the specific steps to be taken to achieve an NPO’s objectives, usually for three to five years.

## C

**Campaign** – a planned effort to mobilise a specified amount of money, resources, volunteers or donations-in-kind within a certain period of time.

**Capital campaign** – a one-off intensive fundraising drive for a specific item, usually a vehicle or building.

**Case statement** – for internal use only and is not a funding proposal. The case statement is a file of documents (business plan, mission statement, NPO certificate, organisational budget, evaluation documents and any other key documents) that form the basis from which fundraising proposals, letters and application forms can be drawn up.

**Cause related marketing** – a marketing exercise in which a company uses the name and logo of an NPO to assist in the sale of its goods or services and provides the NPO with a financial reward.

**Codicil** – an addition made to a will. This is often what individual donors do to include a bequest for a charity in their existing wills.

**Cold list** – list of donors not approached for money before.

**Commemorative gift** – a charitable donation made to remember or honour someone or an occasion.

**Communications budget** – a term used by some donors to refer to funds dedicated to marketing and outreach.

**Constitution** – a document stating fundamental principles by which an NPO is governed and which dictates trustees' or board members' duties, scope of authority and the handling of specific tasks such as number of people required to form a quorum, termination of board members' involvement or dissolution of the organisation.

**Consultant** – someone with experience and in-depth knowledge on a certain subject (e.g. a fundraising consultant), who is hired to assist for a specified period.

**Core costs** – or running costs or overheads; the day-to-day expenses incurred by NPOs (including salaries, administration costs and rent), but excluding the direct costs of running projects.

**Corporate governance** – good, sound and accountable stewardship of donated funds (fiduciary responsibilities of board members); running an NPO within the parameters of its constitution, the laws of the land, morally and ethically.

**Corporate identity** – how a company, donor or NPO defines itself (embodied for example in its vision, mission, values and principles), how it markets itself (for example its logo and slogan) but also how it is perceived by the public.

**Critical path** – the specific sequence of functions (with dates) to be followed within the lead up time to an event (e.g. a fundraiser) or important date.

**CSI (Corporate Social Investment)** – companies' term for funding donated to NPOs (external CSI) as well as for the upliftment of the communities where their employees live (internal CSI).

**Current donor** – a donor who has given within the past 12 months (opposite of lapsed donor).

## D

**Development officer** – or donor marketer, grants officer; alternative terms for "fundraiser."

**Direct mail fundraising** – sending mass mailings to individuals on selected mailing lists, requesting donations.

**Discretionary trusts** – money left in trust or given to a trust to be used for charitable purposes, but unspecified. Trustees can disburse such monies at their own discretion.

**Donation-in-kind** – a gift other than money (often something, or even a service, produced or offered by a donor, for example; food, stationery, equipment or even expertise).

**Donor** – somebody who gives (in this context money or donations-in-kind). There are many different types of donors: local and foreign, individuals, foundations, trusts, NPOs and companies, governments and government agencies.

**Donor pyramid** – a triangular sketch depicting sources of funding with the upper point depicting large donors who do, or could, make sizable grants. As the pyramid widens downwards, tiers depict more donors likely to give smaller amounts and less often. A donor pyramid is typically used for individual donors.

## E

**Endowment campaign** – a dedicated fundraising drive to raise or generate money for the specific purpose of investing such funds in the interests of the long-term financial self-sustainability of an NPO. Ideally, interest from such investments would pay all running costs in time.

**Evaluation** – the process by which an NPO investigates/researches the success or otherwise of a previously run project or any other expenditure of donors' money. Donors too, may implement such processes.

**Exchange rate** – the value of one currency unit (for example the South African rand (ZAR)) compared to another (for example the United States' dollar (US\$)); or in more technical terms, the ratio at which two currency units are exchanged.

## F

**Feasibility study** – an in-depth survey to investigate the potential success or otherwise of a new project or a fundraising campaign. Such studies can be conducted in-house or contracted to consultants.

**Funding proposal** – a document drawn up to be submitted to a potential donor introducing an NPO, identifying a need in society and focusing on how (via a specific project) the NPO will address the need. The proposal should also cover the evaluation process as well as the future sustainability of the project.

**Fundraising audit** – an evaluation of all aspects of an NPOs fund development functions, including staff capability,

computerisation levels, potential sources of funding and capital to spend on funding.

**Fundraising calendar** – a time frame outlining the various functions of a fundraising campaign with dates by which each step should begin and end.

**Fundraising cycle** – the functions of fundraising from planning to receiving donations, often covering a twelve-month period.

## G

**Grant in aid** – a term that has come to be associated with donations from various tiers of government as well as foreign missions.

**Grant-making criteria** – policies of donors as to what type of NPO/projects they support and sometimes specifying geographical areas and/or profiles of beneficiaries (eg: HIV/Aids, environmental, health, education, etc).

**Grant-making guidelines** – a document produced by a donor explaining how NPOs should go about their application process and clarifying which documents need to accompany the proposal (for example a budget, audited financial statements and so on).

## I

**Impact assessment** - the gathering and analysis of evidence that measures the longer-term effects of a project or, of an organisation's work on its immediate target groups, on a community or, on society at large.

**Income generation** – NPOs making, rather than raising money through the sale of products or services, consulting, venue hire, etc.

## K

**King II (Report)** – latest/second and updated version of a report on the roles and responsibilities of company board members in South Africa, drawn up by Justice M. King. King II also covers NPO boards.

## L

**Lapsed donor** – previous donor who is no longer giving, usually, but not necessarily, associated with individuals.

**Letter of enquiry** – letter to potential donors (one to three pages) briefly summarising an NPO, the cause it serves, a specific project and amount to be requested in order to gauge donors' interests in future relationships. It is not a request for money but merely a request, in principle, as to whether the donors would be willing to receive a formal proposal or application in terms of guidelines to be provided by the them (with no obligation or promise of funding). American foundations prefer letters of enquiry as a first form of contact.

## M

**Matched funding** – money promised, conditional upon the NPO obtaining (usually a rand-for-rand) matched amount.

**Mission statement** – a document/statement (preferably short) that summarises the reason for the existence and the main objectives of an organisation.

## N

**NPO Act (Non-Profit Organisation Act of 1998)** – South African legislation governing the NPO sector. This act provides for voluntary registration by non-profit organisations and also stipulates the conditions for maintaining such registration.

**NPO number** – a number granted by the Department of Social Development's NPO Directorate on successful registration by an NPO in terms of the NPO Act.

## O

**Official Development Assistance (ODA)** - aid from one (bilateral) or more (multilateral) governments to a country, for example, aid from the United Kingdom or the European Union to South Africa; ODA can take the form of grants or so-called concessional loans, that is, loans on favourable conditions, for example with a low interest rate.

**Organisational budget** – a document listing/itemizing every anticipated expense as well as source of income for a

coming financial year, for an entire NPO. A budget shortfall would then represent the amount to be raised/generated.

**Overhead recovery (or simply overheads)** – a percentage over and above a project's costs, requested of a donor towards administration/running expenses. This amount typically varies between 5% and 15% of project expenses.

## P

**Patron** – usually a high profile person who lends his or her name to an NPO, endorses the organisation and occasionally attends events or signs important letters; rarely, if ever, attends meetings.

**Payroll giving** – fundraising initiative whereby employees (including entry level workers) agree to have a donation (usually a small amount) deducted from their wages/salaries in order to support an NPO.

**Planned giving** – a broad term with varied uses in different countries for arrangements made between individual donors and NPOs, to allow for either bequests or to defer bequests until after the deaths of their beneficiaries. Planned giving today can also include creative but legal arrangements for people to support NPOs while saving on income tax and/or saving their estates death duties/taxes.

**Pledge** – a promise, in writing, to donate (usually at a later date).

**Project** – typically used to describe the kind of services an NPOs delivers to its target groups (eg: HIV/Aids project or pet inoculation project). Sometimes called programmes. Be careful of confusion around the term "project" as some Northern donors call NPOs "projects"!

**Project budget** – a document detailing all expenses and anticipated sources of income (with the budget shortfall representing the amount to be raised/generated) pertaining to a specific project of an NPO.

**Prospective donor (or potential donor)** – a donor with which/whom a fundraiser has begun communication regarding a donation and who has indicated interest or, not yet declined.

**Public Benefit Activities** – these are determined by the minister of finance and denote; a) the activities, which qualify an organisation for tax exemption under section 10 (1) of the Income Tax Act (see SARS Notice No. 697 for activities, which currently qualify) or b) the activities, which would make an organisation eligible for section 18 (A) status (see SARS Notice No. 696 for activities, which currently qualify). Note that many more activities qualify for tax exemption under section 10 (1) than for section 18 (A) status.

**Public Benefit Organisations** – defined in section 30 of the Income Tax Act, as non-profit organisations carrying out Public Benefit Activities (mainly) in South Africa.

## R

**Reply device** – a form to be completed with a pre-addressed envelope, coupon or any other document or mechanism that makes the donation process easier; usually associated with direct mail fundraising from individuals, but also relevant to email appeals to individuals.

**Reporting requirements** – in this context, typically the needs and the wants of a donor in terms of reporting; for example; a) how often an NPO must report to the donor (every month, every quarter, every year), b) in which format (typically in writing), and c) what the NPO must report on (typically project progress and finances).

**Resource mobilisation** – a newer term rapidly gaining popularity to describe the broad process of NPOs finding money, friends, volunteers, donations-in-kind and establishing income generating projects in the interests of their future financial self-sustainability.

## S

**Section 10 (1) (of the Income Tax Act)** – provides for tax exemption for NPOs, which fall within the definition of Public Benefit Organisations (see Section 30 below).

**Section 18 (A) (of the Income Tax Act)** – allows donors a tax rebate on donations made to NPOs and institutions that have Section 18 (A) status. Currently given to some types of Public Benefit Organisations, namely NPOs carrying out Public Benefit Activities in the welfare and humanitarian, health, education and development sectors (refer to SARS Notice No. 696). This status is not automatic and must be applied for.

**Section 30 (of the Income Tax Act)** – specifies what kind of organisations qualify as Public Benefit Organisations.

**Section 501 (C) 3 (American legislation)** – similar to 18 (A) status locally, section 501 (C) 3 refers to registration by NPOs in the USA in terms of their Internal Revenue Service regulations in order to allow tax deductions to donors. South African NPOs too should have such registration in the USA in order to seek funding directly from American

donors there. Does not apply if you seek funding from American donors with representation in South Africa.

**Seed funding or seed money** – an early donation to begin a new project or to launch an NPO. There is an accepted element of risk to giving this money.

**Sponsorship** – money given by the marketing department of a company in return for advertising/brand promotion; a business deal based on ad-spend (numbers of people likely to see the company's logo/advert) and not usually given for philanthropic purposes.

**Strategic plan** – a plan (often written up as a Business Plan for three to five years) outlining the strategies to be employed in order to achieve an NPO's goals, objectives and to fulfil its mission.

**Sustainability** – a term used loosely and broadly but usually meaning the financial self-sustainability of an NPO or one of its projects. Donors often ask "how will the NPO/project be sustained after our grant?"

**SWOT analysis** – (Strengths, Weaknesses, Opportunities, Threats) useful in all planning to identify an NPO's internal strengths and weaknesses as well as to highlight opportunities and threats externally.

## T

**Telethon** – telephone appeal to existing and potential donors (corporate or individual), supported by publicity, the involvement of celebrities and the media.

**The ask** – the crux of any fundraising letter, proposal, telephone call or one-on-one meeting: telling the prospective donor exactly what (how much) you would like them to give and how their donation will be used.

## U

**Underwriting sponsorship** – money given or guaranteed by the marketing department of a company for a fundraising event for which it receives advertising, naming rights, brand promotion and/or corporate identity promotion but conditional upon the repayment of money given should the event make a profit. If the event shows a loss, the company forfeits its money or has to cover costs.

## V

**Vision statement** – a document laying out what an NPO envisages becoming in the future.

**Volunteer** – someone who works for an NPO entirely without payment other than reimbursements of expenses such as telephone calls, travel and meals. People who receive nominal payment/honoraria are not volunteers, but employees and their NPOs are liable under current labour regulations.

## W

**Workplan** – a document, typically internal to a project, setting out responsibilities, time frames and courses of action on how to go about achieving project results and objectives.



## City of Cape Town

### Economic & Human Development Department

8th floor Waldorf Building, 80 St George's Mall

P O Box 16548, Vlaeberg, 8018, Cape Town

Tel: 021 483 9030

[www.capetown.gov.za](http://www.capetown.gov.za)



CITY OF CAPE TOWN | ISIXEKO SASEKAPA | STAD KAAPSTAD

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