# **Request for Proposal (RFP)**

**Instructions:** in partnership with Haggar Foundation, Foundation for Youth Initiative is inviting applications from locally established small and medium enterprises in South Sudan. A successfully selected applicant will receive seed capital up to $5,000 to support activities that strengthen their operational capability, improve sales, generate income, and benefit low-income people. Start-ups with any commercially viable business concept are encouraged to apply; the applicant must be for-profit organization which is in possession of bylaw, certificate of incorporation, proven business concept and basic financial management system. The applicants are encouraged to bring matching funds (in-kind) to the project, at least equivalent to the fund requested. Organization or its project must be located within radius of 100 kilometres of Juba.

**The submission deadline is April 6, 2023. Applications received after the closing date will not be considered. we will only notify successful applicants.**

# **APPLICATION FORM**

|  |  |
| --- | --- |
| Name of the Applicants  |  |
| Title of the Project  |  |
| The Primary Contact |  |
| Physical Address |  |
| Phone number |  |
| Email address |  |
| Amount requested  |  |
| Amount to be contributed (in-kind) |  |

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| **TECHNICAL DETAILS** |
| The organization's background history (less than 200 words) |  |
| The Organization’s vision |  |
| The Organization’s mission |  |
| Summary of the proposed project including problem (s) that it is trying to address (500 words or less) |  |
| Target customer (who is benefiting and their #). |  |
| Goal of the proposed Project |  |
| Objective of the proposed Project  |  |
| Specifics for Outcomes/Impact of funding |  |
| Specifics/activities (for what funds will be used for 300 or less). |  |
| Innovation and practicality of the project.  |  |
| **BUDGET** |
| **Category**  | **Item Description** | ***Unit Cost***  | ***Total Unit Cost***  |
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| **Financial Forecast** *(Provide indicative values in USD $$, based on quarterly estimate – 4 months per quarter)* |
| **Category**  | ***Quarter 1***  | ***Quarter 2*** | ***Quarter 3*** | ***Quarter 4*** |
| Revenues |  |  |  |  |
| Expenses  |  |  |  |  |
| Net Profit |  |  |  |  |
| Net Income |  |  |  |  |
| **OWNER GOVERNANCE STRUCTURE** |
| **Full name**  | **Title**  | **Citizenship**  | **Ownership/%** |
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## ***NOTE: SUBMISSION ON ITEMS 1-7 SHOULD NOT EXCEED 3 PAGES TOTAL. IT IS IMPORTANT YOUR SUBMISSION IS CLEAR AND ABOVE ALL SUCCINCT.***

1. Attached a Business Concept Note and its' expected outcomes (not more than 3 pages).
2. Attach a copy of organization's registration documents/bylaw and certificate.
3. Provide two references.
4. Applications must be submitted by e-mail to**info@fyisouthsudan.org****.**

***NEXT STEPS***

1. Review of applications April 11 - 20, 2023
2. Notification of shortlisted finalists: April 24, 2022
3. Project design and development: April 27 – May 12, 2023
4. Tentative grant signing and execution start date: May 22- June 9, 2023