



School Building in Guadalcanal Province



## ***Waka Tugeda fo Bildim Gudfala Future fo Evriwan***

### **INTRODUCTION**

The Japanese Government offers a financial assistance program for development projects designed to meet the diverse needs of developing countries. Known as Grant Assistance for Grassroots Human Security Projects (GGP), this scheme supports projects proposed by various bodies such as non-governmental organizations (NGOs) and local government authorities.

The GGP program has acquired an excellent reputation because it provides flexible and

timely support to development projects at the grassroots level.

This pamphlet outlines the objectives, procedures, and other requirements for obtaining assistance under the GGP scheme.

### **OBJECTIVES**

The GGP program provides non-refundable financial assistance to NGOs, Provincial Government and other non-profit associations, to help implement their development projects.

The availability of GGP funding in each eligible country provides Japanese ODA with a new means of cooperation that has a direct impact on the well-being of grassroots communities.

### **ELIGIBLE RECIPIENTS**

Any type of non-profit organization can be a GGP recipient. The only requirement is that it be a non-profit organization implementing development projects at the grassroots level in eligible countries.

The following are examples of potential recipients:

- International NGOs
- Local NGOs
- Provincial Government
- Community



#### **EMBASSY OF JAPAN**

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Particular attention is also given to projects, which involve women in development activities.



Clinic in Western Province

## **AVAILABLE FUNDS**

GGP funds are provided after an examination and evaluation of each application on an annual project-by-project basis. The grant amount per project generally cannot exceed US\$90,000. Perspective applicants should note that the following budget items cannot be financed: salaries, fuel, travel expenses, per diem charges, and other administrative and operating costs of the organizations.

Please bring or send the proposal and other required documents to the Embassy of Japan. As we may need to ask you for your additional information, it is essential that you provide contact details.

When submitting your proposal letter, please bear in mind:

In selecting projects for funding, the Government of Japan places a high priority on the impact and sustainability of the project. First and foremost, you must convince the Embassy that your organization is capable of the sound management of sustainable development projects. A detailed description of the past achievements of your organization would therefore be appreciated.

As mentioned earlier, the government of Japan cannot finance salaries and recurrent operational costs. The operation of the project must therefore be independently financed by your organization. In order to convince the Embassy that you can maintain the project, you must show that you have sufficient fund to cover the running costs.

## **ATTACHMENT OF APPLICATION**

The grant should be used properly and exclusively for the implementation. So I would like to ask you to formally apply with the following documents as attached.

- 1) Project Site Map, Photo
- 2) Architectural Design, BOQ
- 3) 3 Pro-forma invoices of Material, Freight etc.
- 4) Endorsement Letters (Annex 1)
- 5) Land Agreement (Annex2 )

- 6) Letter from community for Contribution
- 7) Financial Statements for latest 3 years

## **APPROVAL PROCEDURES**

The Japanese Government receives far more applications than are able to support. Funds are therefore provided only for the most suitable projects after detailed examination and evaluation.

After the Embassy of Japan receives the evaluation form and accompanying documents, the procedures below is followed:

- 1) Site Visit
- 2) Grant Contract
- 3) Disbursement
- 4) Implementation
- 5) Report