***Government of the Cook Islands***

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Website [www.intaff.gov.ck](http://www.intaff.gov.ck)

**Social Impact Fund (SIF)** Request for Proposal (RFP): Programme Funding

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| 1. **Ingoa O Te Runanga: Name of Organisation:**
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| 1. **Numero Retita O Te Putuputu’anga: Incorporated Society Registration Number:**
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| 1. **Upoko: Title of Your Project:**
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| 1. **Mana Runanga: Governance**
 |
| Akatere Uipa’anga: President |  |
| To’i Korero: Secretary |  |
| Mou Moni: Treasurer |  |
| Ui Rangatira: Committee members |  |
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| 1. **Tangata ‘Oro’oro: Contact Person for this Application:**
 |
| Title: |  |
| First Name: |  |
| Last Name: |  |
| Address: |  |
| Telephone/Mobile: |  |
| Email: |  |

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| 1. **To’ou Korero: Tell us about your Organisation:**

(Please provide a brief summary of up to 200 words) |
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| 1. **Akakoroanga o teia pati’anga/kura: Purpose of Project: Why is the project needed?**

(Akara ki te Irava 9 [refer to section 9. Priority Areas]) |
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| 1. Akapou’anga moni/Tuatau/Pakau: Cost (Include section into budget line section 13)
 |
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| 1. Tuatau: Duration (How long is the project expected to take?)
 |
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| 1. **Te au tu’anga tauturu te ka rauka mai, mei tei taiku’ia I runga ite irava 7:**

**What services/products will your organisation provide to meet the need identified in Section 7?**(Tata mai I te reira: List the services below) |
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| 1. **Manako Nui:**

**Priority Areas** | **Priority Requirements:**(Iki mai e 1-3 Manako Nui: Choose 1-3 priority areas) | **Check Box**Click on Box[x]  |
| * Gender Equality
 | Participation of women and girls, men and boys and transgender in economic development |[ ]
|  | Equitable participation of women, men and transgender in decision making, governance, and political representation  |[ ]
| * Children and Youth
 | Participation of Youth in economic, education & lifelong opportunities |[ ]
|  | Strengthening strong family values, cultural and support systems |[ ]
|  | Improved living conditions, health and welfare of children |[ ]
|  | The Care and protection of children and young people at risk |[ ]
| * The Elderly
 | Participation of older persons in education, employment, cultural, spiritual and recreation |[ ]
|  | Improved living conditions, health, care and welfare of older persons |[ ]
| * Domestic Violence
 | Elimination of violence against women and children |[ ]
|  | Provision of support services to survivors and families of domestic violence  |[ ]
|  | Awareness and Support of the Family Protection and Support Act 2017 |[ ]
| * Disabilities
 | Participation of people with disabilities in all levels of family, community, island and national life  |[ ]
|  | Provision of support services to all persons with disabilities and their families |[ ]
| * Mental Health
 | Participation of people with mental disorders at all levels of family, community, island and national life |[ ]
|  | Awareness amongst Cook Islanders of mental health issues  |[ ]
| * Turanga Atuitui:Cross Cutting
 | For the proposals that meet the needs of more than one of the above priorities may be considered provided that clear links can be shown to benefit those areas |[ ]

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| 1. **Tauturu a te SIF i mua’ana: Have you received funding for any project(s) from SIF before?**
 |
| [ ]  Yes [ ]  No [ ]  Unsure/Don’t know |
|  |
| 1. **Tauturu takake mei te SIF: Have you received any other funding outside of SIF for this project?**
 |
| [ ]  Yes [ ]  No [ ]  Unsure/Don’t know |
|  |
| 1. **Please list other Donor Funders from Past to Present (if applicable):**
 |
| **Name of Donor/Funder** | **Year** | **Amount** |
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| 1. **Pati’anga Moni: Budget** (Itemise: Limit is between $50,000 to $150,000: Sample shown below)
 |
| **Maroiroi: Outputs**(What is required to achieve the goal) | **Mataiti: 2023/2024** | **Mataiti: 2024/2025** | **Mataiti: 2025/2026** |
| 1. **Turanga Tutakia: Personnel**(Sample only)Wages, Salary
 | $  | $  | $  |
| 1. **Akapou’anga: Administrative Costs**(Sample only)Stationery, Rent, Utilities, Fuel, Communication, Advertising, Equipment, Furniture & Fittings
 | $  | $  | $  |
| 1. **Akapou’anga Takake: Program/Activity Cost**(Sample only):Specialists, Workshops, Meetings & Conferences, Consumables
 | $  | $  | $  |
| **Total:** | **$**  | **$**  | **$**  |

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| 1. **Vairanga Puka Moni: Bank Account Details**
 |
| Ingoa o te Puka Moni: Account Name: |  |
| Ingoa o te Are Moni: Bank Name: |  |
| Numero o te Puka Moni: Account Number: |  |

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| 1. **Te Au Akava: Account Signatories**
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| **Signatory 1:** |
| Position in Organisation: |  |
| Full Name: |  |
| Address: |  |
| Telephone/Mobile: |  |
| Email: |  |
| Signature: |  |
| **Signatory 2:** |
| Position in Organisation: |  |
| Full Name: |  |
| Address: |  |
| Telephone/Mobile: |  |
| Email: |  |
| Signature: |  |
| **Signatory 3:** |
| Position in Organisation: |  |
| Full Name: |  |
| Address: |  |
| Telephone/Mobile: |  |
| Email: |  |
| Signature: |  |
| (Note: Organisations can authorize 3 to 4 Trustees on an Account to cover occasions when the above signatories are off the island unexpectedly or for long periods.) |

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| 1. **Tua’anga/aping ei turuturu teia pati’anga: Submit copies of Supporting Documents**
 |
| * Certificate of Incorporated Society with Ministry of Justice (MOJ) orCertificate of Registration with Cook Islands Civil Society (CICSO)
 |
| * Organisation Governance, Constitution & Strategic/Work Plan, Minutes of AGM
 |
| * Obtain Island Government endorsement and ensure alignment with the Island Development Plan, if operating in the Pa Enua
 |
| * Obtain letter of support from relevant Stakeholders, Umbrella Bodies, Associate Agency and Affiliate CSO
 |
| * Obtain quotes/invoices – anything over $1,000 must provide 3 quotes/invoice – justify which one was selected
 |
| * Obtain Bank Account Confirmation letter
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| 1. **Tare Anga’anga: Checklist** (Please ensure you complete the checklist table below by checking the box) [x]
 |
| **Check Box**Click on Box | Kua papu te au apinga turu ite pati’anga? Have you checked the application form and ensured questions 1 to 15 has correctly completed?Have you obtained supporting documents as stated in question 16?(As listed below) |
|[ ]  * Certificate of Incorporated Society with Ministry of Justice (MOJ) or

Certificate of Registration with Cook Islands Civil Society (CICSO) |
|[ ]  * Organisation Governance, Constitution & Strategic/Work Plan, Minutes of AGM
 |
|[ ]  * Obtain Island Government endorsement and ensure alignment with the Island Development Plan, if operate in the Pa Enua;
 |
|[ ]  * Obtain support from relevant Stakeholders, Umbrella Bodies and Affiliate CSO
 |
|[ ]  * Obtain quotes/invoices – anything over $1,000 must provide 3 quotes/invoice – justify which one was selected
 |
|[ ]  * Obtain Bank Account Confirmation letter
 |
|[ ]  * Complete Result Measurement Framework & Table below (last page below)
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| **Check Box** | **Akapapa’anaga - Criteria** |
|[ ]  1. Locally established organisation (Set up here in the Cook Islands)Kua ‘akatupu’ia ki roto nei i te Kuki Airani
 |
|[ ]  1. Acceptance of the Contract termsKua kauraro ki te au koreromotu
 |
|[ ]  1. Experience in delivering the identified service (effective in delivery of services)Kua tau te rave ‘anga’anga
 |
|[ ]  1. Ownership (Proposals reflect the organisations strategies for addressing the needs of the vulnerable people)Kua tau te takai’anga o te Putuputu’anga
 |
|[ ]  1. Alignment (Proposals align with the purpose and criteria of SIF)Piri te manako nui ki te Ture o te Pute Moni
 |
|[ ]  1. Harmonisation (Proposals show collaboration with other groups where possible in an effort to reduce duplication)Anga’anga kapiti ki nga putuputu’anga tukeke, no te akaīti ‘anga’anga
 |
|[x]  1. Results (Proposals reflect results-based planning and reporting)Kua tupu/rauka te ‘akakoro’anga (goals achieved)
 |
|[ ]  1. Mutual Accountability (Proposals indicate that CSO’s are accountability for results)E’ia tumu ‘anga’anga tei oti/kare i oti
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| **Kua pini aina taau Pati’anga: Have you completed all parts of the Application Form Correctly?** |
| [ ]  Ae: Yes [ ]  Kare: No  |

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| **Prepared and Approved by:** |
| **Atui’ia e - Prepared by:** |  |
| **Tao’onga - Title:** |  |
| **Ra - Date:** |  |
| **Toou Ingoa - Signature:** |  |
|  |  |
| **Akatika’ia e - Approved by:** |  |
| **Tao’onga - Title:** |  |
| **Ra - Date:** |  |
| **Toou Ingoa - Signature:** |  |

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| **For additional support please contact:MINISTRY OF INTERNAL AFFAIRSSocial Impact Fund Office**P.O Box 98, Tupapa, Rarotonga, Cook Islands (682) 29 370, Ext 722 or (682) 29 378Website: [www.intaff.gov.ck](http://www.intaff.gov.ck)**Manager Social Policy & Services – Princess Heleina Raukete**Email: princess.raukete@cookislands.gov.ck  |

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| **Tatara’anga ite Maroiroi: Results Measurement Framework** |
| **Akakoro’anga o te Anga’anaga/Rare: Purpose of Project** |
| **Maroiroi tei rauka mai: Short Term Outcome**List expected achievements by the end of the first year |  |
| **Maroiroi tei rauka mai: Medium Outcome**List expected achievements by the end of the second year |  |
| **Maroiroi tei rauka mai: Long Term Outcome**List expected achievements by the end of the third year |  |

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| **Tatara’anga kete anga’anga: Results Measurement Table** | **Indicator(s)**Example: number(s) of participants you aim to have in the programme /activities | **Baseline**Example: current number(s) | **Results** Example: actual number of participants(NB: not required for first applications) | **Supporting Sources, Data and Evidence**Example: reporting and supporting documents such as log books, registrations, minutes of meetings, attendance register, social media |
| **Maroiroi tei rauka mai: Short Term Outcome (Objective)** What outcome is expected to be achieved by the end of the first year? |
| Outcome |  |  |  |  |
| **Maroiroi tei rauka mai: Medium Term Outcome (Objective)** What outcome is expected to be achieved by the end of the second year? |
| Outcome |  |  |  |  |
| **Maroiroi tei rauka mai: Long Term Outcome (Objective)** What outcome is expected to be achieved by the end of the third year? |
| Outcome |  |  |  |  |

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| **Anga’anga/Rare ka rave: Outputs (How)**How will the Outcome/Objective be achieved? Akara kite akapou’anga ora, moni, pakau, anga’anga/rare: Personnel, activities/resources needed to meet the project purpose |
|  | **Indicator(s)**Example: number(s) of participants you aim to have in the programme /activities | **Baseline**Example: current number(s) | **Results** Example: actual number of participants(NB: not required for first applications) | **Supporting Sources, Data and Evidence**Example: reporting and supporting documents such as log books, registrations, minutes of meetings, attendance register, social media |
| Output 1 here |  |  |  |  |
| Output 2 here |  |  |  |  |
| Output 3 here |  |  |  |  |
| Output 4 here |  |  |  |  |
| Output 5 here |  |  |  |  |