GRANTS AND PARTNERSHIPS FUND

Q&A Session

July 27, 2016

Development Innovations Office
Phnom Penh, Cambodia
1. Development Innovations: Introduction
2. Grants and Partnerships Fund: Overview
3. Eligibility & evaluation criteria
4. Application package
5. Budget template
6. Award type
7. Important dates & deadlines
8. Advisory Services
9. Impact Hub: EPIC Incubator
10. Questions and Answers
Development Innovations is a project that helps build Cambodian capacity to solve development problems with technology tools.

The project provides support through:

1. Tech coaching and ICT for development (ICT4D) advisory services
2. Fee-based tech services to help Cambodians use in-demand technologies (video training, user testing services, etc)
3. Grants and Partnerships Fund to support ICT solutions
4. Building capacity of Cooperation Committee for Cambodia (CCC) to deliver sustainable ICT services for NGOs after the project ends
5. Partnering with Impact Hub to pilot a tech-focused incubator product to support social enterprises
Grants and Partnerships Fund

• Up to $50,000 funding per award
• Estimated 6-10 awards
• Period of performance of 9 months or less
What activities is DI looking to fund?

- Design and/or testing of an ICT tool
- Use of ICT to test content or messaging with users
- Improvement and/or localization of existing tool/technology
- Deployment and marketing of technology tool, including funds for marketing costs, communication strategies and/or promotion strategies

Example of previous successful grants: http://www.development-innovations.org/
Minimum Eligibility Criteria

Who can apply?

1. CSOs or private companies officially registered in Cambodia
2. Applications should demonstrate minimum 5% cost share, either own or local sources
3. Use existing technology or create open source technology
4. Any new code developed, unless for an existing technology or platform, needs to be licensed as open source
5. Any new content created needs to be released under a Creative Commons license
6. Applications should include results of market research and/or assessment of beneficiary needs for ICT
All applications that meet the requirements will be reviewed by the grants committee based on three principal criteria:

- **Technical Approach**: 50 points
- **Management & Institutional Capacity**: 25 points
- **Budget & Strategy to Leverage Resources**: 25 points
Making Your Application Easy!

Templates provided on website  Attachments provided by applicant
1) Proposal Template  4) Letter of support
2) Budget Template  5) Proof of registration
3) Financial Capability Questionnaire

How to Apply & Important Dates:

To apply for funding, please find the full instructions and guidelines in our Request for Applications. You will need to submit your application using the templates attached:

- Proposal Template Download
- Budget Template Download
- Financial Capability Questionnaire Download
**Budget Template: Funding request from DI**

### Development Innovations

**Grant Budget**

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Cost</th>
<th>%</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Salary</strong></td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Position &amp; Name</td>
<td>Month or Day</td>
<td>0</td>
<td>$ -</td>
<td>100%</td>
<td>$ -</td>
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<tr>
<td></td>
<td>Day</td>
<td>0</td>
<td>$ -</td>
<td>100%</td>
<td>$ -</td>
</tr>
<tr>
<td>Sub-total: Salary</td>
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<td></td>
<td>$ -</td>
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<tr>
<td><strong>2. Fringe Benefits</strong></td>
<td></td>
<td></td>
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<tr>
<td>Insurance</td>
<td>Day</td>
<td>3</td>
<td>$ -</td>
<td>100%</td>
<td>$ -</td>
</tr>
<tr>
<td>Sub-total: Fringe Benefits</td>
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<td>$ -</td>
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<tr>
<td><strong>3. Travel &amp; Transport</strong></td>
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<tr>
<td>Local transport (within Phnom Penh)</td>
<td>Roundtrip</td>
<td>0</td>
<td>$ -</td>
<td>100%</td>
<td>$ -</td>
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<tr>
<td>Per Diem</td>
<td>Day</td>
<td>0</td>
<td>$ -</td>
<td>100%</td>
<td>$ -</td>
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</tbody>
</table>

**NOTE:** DI must understand how costs are built up in order to analyze the budget. To the best extent possible, please clearly prorate and/or itemize your budgeted expenses and provide comments.

Read instructions carefully.
## Cost-Share Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Cost</th>
<th>%</th>
<th>Total</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td><strong>1. Salaries</strong></td>
<td>Month or Day</td>
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<tr>
<td>Program Manager</td>
<td>Month</td>
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<td>$</td>
<td>100%</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Program Manager</td>
<td>Month</td>
<td>1</td>
<td>$</td>
<td>100%</td>
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<tr>
<td>Program Manager</td>
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<td>Program Manager</td>
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<td><strong>2. Travel</strong></td>
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<td><strong>3. ODCs/Program</strong></td>
<td>Month</td>
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<td>100%</td>
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<td><strong>Sub-total: Applicant</strong></td>
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<tr>
<td><strong>2. Other Donors</strong></td>
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<tr>
<td>ABC Donor - Program Manager</td>
<td>Month</td>
<td>1</td>
<td>$</td>
<td>100%</td>
<td>$</td>
<td></td>
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<tr>
<td>ABC Donor - Program Advis</td>
<td>Month</td>
<td>1</td>
<td>$</td>
<td>50%</td>
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<td>ABC Donor - Program Advis</td>
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<td>ABC Donor - Program Advis</td>
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<td>ABC Donor - Program Advis</td>
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<td>ABC Donor - Program Advis</td>
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<td><strong>Sub-total: Other Donors</strong></td>
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Please provide the costs that your own organization will contribute directly to the grant activity.

Please provide the costs that partner organizations will contribute directly to the grant activity.
Type of Grant Award: Fixed Amount Awards

- DI may consider other award types based on your organizational capacity and activity
- Payments are based on the completion of agreed upon milestones

<table>
<thead>
<tr>
<th>Milestone #</th>
<th>Description of Milestone Activities</th>
<th>Required Deliverable</th>
<th>Evidence of Completion required</th>
<th>Completion Date (if applicable)</th>
<th>Amount USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Develop a project work plan</td>
<td>Final project work plan.</td>
<td>Approval of work plan by COP</td>
<td>November 25th, 2016</td>
<td>20% of the total project budget ($10,000)</td>
</tr>
<tr>
<td>2</td>
<td>Select technology partners for technology development. Needs assessment/feasibility study on ICT for reliable access and exiting M&amp;E system</td>
<td>- Signed sub-contract with technology partners Conducted need assessment/feasibility study</td>
<td>- Signed sub-contract with technology partners - Assessment plan and report - Copy of grading criteria and scoring matrix.</td>
<td>January 15th, 2017</td>
<td>15% of total project budget ($7,500)</td>
</tr>
</tbody>
</table>
**Timeline**

- **Deadline for questions**: July 29th
- **Answers posted to DI website**: Aug 5th
- **Last Advisory Services appointment**: Aug 19th
- **Deadline for Final Submission**: Aug 26th

- **All applicants informed of application status**: Sept 22nd
- **Applications recommended for USAID funding**: late October
- **Successful applicants informed of approved award**: late October
Tips and Reminders

• Read instructions carefully!
• Read the tips for designing successful ICT projects
• DI’s Advisory team is available for one hour appointments on your tech ideas until August 19th
• Late submissions will not be accepted
• Submit final proposal (must be in English) via email
  • grants@development-innovations.org
Advisory Services: Technology Coaching

- Our advisory team can help support you in your efforts to do better work in your tech-enabled project.
- Key service offerings:
  - Video advisory + training
  - ICT4D Technology consulting/coaching on various subjects:
    - Proposal Review
    - General Technology Coaching
    - Human Centered Design
    - Mobile Technology
    - Social Media
    - Referrals & other resources
Advisory Services: Grant Proposal Review

- Our Advisory Services’ Grant Proposal Review is available to applicants seeking to refine their ICT ideas for the grant application.
  - Appointment can be booked online via our website.
  - Offered on first come, first serve basis.
  - Available only until 19 Aug.
  - ONLY one 1-hour consultation session per applicant.

Note: The Advisory Services Team is not involved in evaluating grant applications. You’re welcome to use Advisory Services but it is not required and will not affect your grant proposal evaluation.

Other resources:
- Grant Fund FAQ
- Tips for Designing Successful ICT Project
- DI Tech Resources
For more information:

- Visit our website: www.development-innovations.org
- Email: grants@development-innovations.org
Why is this EPIC?

EPIC is a 1 year incubation and acceleration program that invests in and supports early-stage entrepreneurs pursuing innovative solutions to pressing social and environmental problems in Cambodia.

We’ll invest up to 20,000 USD in 5 outstanding startups.
Are you **EPIC**?

- Looking for a *structured* program that will see your venture *grow* past its *early-stage* phase
- Want access to an *ecosystem* where entrepreneurs can *thrive*
- Want to *connect* with a community of supportive & like-minded innovators
- In need of *operational resources*
- Looking for seed *funding* and *investment opportunities*
How does EPIC! work?

- **36 Weeks**
  - Acceleration (5 teams)

- **12 Weeks**
  - Incubation (10 teams)

- **4 Weeks**
  - Selection

**DEMO DAY 1**

- **DEMO DAY 2**
  - Money bags
  - People
  - Networking icon
  - Boot
  - Gear
  - Magnifying glass
It’s an EPIC! story!

At the end of the 1 year program...

- 5 sustainable ventures launched
- Additional growth capital secured
- Scalable impact
- Replicable incubator model
APPLICATIONS OPEN: 29th of August 2016

To apply visit www.epicccambodia.com
Want to know more?

www.phnompenh.impacthub.net

impacthub@impacthub.net

Visit Impact Hub Phnom Penh
#17 st.306, BKK1
Start Your EPIC Venture
Thank you for your interest!

Questions?