RSPO Smallholder Support Fund

Smallholder Certification Project Proposal Form

***NOTE:*** *Applicants are advised to refer to the RSSF Funding Request Application Guidelines document when filling up this form.*

|  |
| --- |
| 1. Applicant: General Information
 |
| 1.1 **Name of the Organization** |  |
| 1.2 Contact Person |
| Name |  |
| Position |  |
| Address  |  |
| Country |  |
| Telephone  |  |
| Mobile Phone |  |
| Email  |  |

|  |
| --- |
| 1. Project: General Information
 |
| 2.1 Project title  |  |
| 2.2 Country(ies) of implementation  |  |
| 2.3 Supporting organization (if any) |  |
| 2.4 Project period  | Proposed Start Date: |
| Expected Project End Date: |
| 2.5 Duration of the project (months) |  |
| 2.6 Total budget  | In Local Currency: |
| In USD / EUR / MYR / IDR Currency: |
| 2.7 Contribution requested from RSPO  | In Local Currency: |
| In USD / EUR / MYR / IDR Currency: |
| 2.8 Date of submission  |  |
| 2.9 Brief Project Description:  |

|  |
| --- |
| 1. Background Information of Organization
 |
| 3.1 Name of the Organization  |  |
| Acronym (where relevant) |  |
| 3.2 Address |  |
| 3.3 Name of the Head of the Organization |  |
| 3.4 Type of Organization[[1]](#footnote-1)  |  |
| 3.5 Legal Status[[2]](#footnote-2) |  |
| 3.6 Date organisation formed |  |
| 3.7 Number of staff  |  |
| 3.8 Average annual budget / turnover over the last three years (specify or indicate range) | [ below USD20,000][USD20,000-50,000] [USD50,000-100,000] [USD100,000-500,000] [> USD500,000] |
| 3.9 Recent activities or projects that best characterise your organisation (max. three) | 1.  |
| 2. |
| 3. |
| 3.10 Key references, e.g. donors or partners (max. three; provide name, organization, telephone nr and/or email address) | 1. |
| 2. |
| 3. |

|  |
| --- |
| 1. Description of Project Proposal
 |
| 4.1 Project’s main objective in one sentence (formulation is preferably in line with RSPO’s mission)Click here to enter text. |
| 4.2 Justification of the project (problem, opportunity, policy relevance, etc) Click here to enter text. |
| 4.3 Project description, describing main activities to achieve the resultsClick here to enter text. |
| 4.4 Contribution to the RSPO objectives. *Note: Please cross to which objective(s) the Project will contribute. For ranking, please indicate it as Major or Minor.* |
| 1. CSPO production / Smallholder Certification |  | 7. Biodiversity & HCV Conservation |  |
| 2. Good Agricultural Practices |  | 8. Social development |  |
| 3. Innovative approaches |  | 9. Organizational development / ICS |  |
| 4. Livelihood improvement |  | 10. Market Access |  |
| 5. Yield Improvement |  | 11. Others |  |
| 6. Capacity building and exchange |  |  |  |
|  |
| 4.5 Geographic target area of project (attach map of location)Click here to enter text. |
| 4.6 Target group/s or beneficiaries Click here to enter text. |
| 4.7 Expected results, one sentence each, preferably with indication of quantities between bracketsClick here to enter text.Click here to enter text.Click here to enter text.Click here to enter text.Click here to enter text. |
| 4.8 Description of project approach or mechanismsClick here to enter text. |
| 4.8 Description of Possible partnerships as part of project (include the roles and contact details) Click here to enter text. |
| 4.9 Description on Collaboration with Mills (Marketing details) |

|  |
| --- |
| 1. Results and Main Activities
 |
| *Note: Please fill up the form attached* ***App1[Result]*** |

|  |
| --- |
| 1. General Budget
 |
| *Note: Please fill up the form attached* ***App2[Budget]*** |

|  |
| --- |
| 1. Monitoring Scheme
 |
| *Note: Please fill up the form attached* ***App3[KPI Monitoring].*** *Do take note that there are 3 sheets need to be filled up for this section.* |

|  |
| --- |
| 1. Assumption and Risk
 |
| *Note: Please fill up the form attached* ***App4[Risk]*** |

**- END -**

1. Producer, Processor, Trader, Importer, Industry, Retail, Finance, NGO, other [↑](#footnote-ref-1)
2. Association, Foundation, Limited Company, Public Listed Company, etc [↑](#footnote-ref-2)