

THE OVERBERG COMMUNITY TRUST APPLICATION FORM FOR FUNDING – 2026



Criteria used in the allocation of donations: all questions must be answered

The following documents must accompany the application

- ❖ A Constitution, Articles of Associations, Trust Deed, Registration Certificate or any other proof of Registration;
- ❖ The previous year's Audited Financial Statements signed by the Accounting Officer of the Organisation, or as stipulated in the relevant organisational prescriptions as per governmental guidelines (DSD) and signed copy of the most recent Annual General Meeting minutes;
- ❖ A detailed Budget of Revenue and Expenditure;
- ❖ Sustainable Business Plan / including a detailed Action Plan for the specific request;
- ❖ Submit a Certified copy of applicants ID; and

COMPULSARY ADDITIONAL REQUIREMENTS

- ❖ Clearly state the amount applied for and the purpose for which funding is sought; or if the application is for specific items. Two competitive quotes for each item are required.
- ❖ Please attach a resolution as proof that your organisation supports this request. Include the names of all members who approved the resolutions and the date on which the resolution was passed. - Applicable to organisations only.
- ❖ Schools must provide a letter of endorsement from the Principal on the school's letterhead, including signatures of the Principal and the chairperson of the SGB.
- ❖ Declare on the application form any other funding that have been sought for the same purpose from any other funding organisation.
- ❖ Bank Account details for the applicant / organisation must be in the form of an authorised bank statement with stamp of the bank and quotations must be personally delivered to the Trust office. Electronic submissions of bank confirmation letters are accepted, as provided by the bank, with the bank stamp.
- ❖ Applicants to do a presentation at a time and place stipulated by the Trust before approval, if so, required by the Overberg Community Trust Board.
- ❖ **Quotations from registered businesses may be submitted electronically.**
- ❖ **The Overberg Community Trust will regard all provided information as confidential and no information will be shared with outside parties, as per POPI Act.**

PART ONE APPLICANT'S DETAILS

Name of organisation / Individual

.....
The organisation's/Individual's name should be the same as the bank account name

Residential Address

Postal Address (If different from above)

Contact number(s): Telephone Cell phone

E-mail address

Are you registered (applicable to organisations)

Yes

No

If yes date of registration

Registration number (Submit certified copy of registration)

INDICATE TYPE OF ORGANISATION

| | |
|-------------------------------------|--|
| Non-Profit Organisation (NPO) | |
| Non-Governmental Organisation (NGO) | |
| Community Based Organisation (CBO) | |
| Trust | |
| Section 20 Company | |
| Section 21 Company | |
| Welfare Organisation | |
| Other Specify | |

Main contact person
(Organisation only)

Name and surname

Position held

Address

Contact number: Telephone Cell phone

E-mail address of organisation

Names of your organisation's main office holders:

Chairperson Secretary

Treasurer Principal

Other
 PART TWO FUNDING DETAILS

Amount of funding required in total R

| Item | Amount |
|------|--------|
| | |
| | |
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Please provide a cost breakdown of the items you are applying for

Overview of the project

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| | |
|---|---|
| Descriptions: | |
| Number of beneficiaries: | |
| Alternative funding applied for/received: | YES/NO: _____ If YES, name of the funder: Amount received: R |
| Alternative activities for funding the project. | |

PART THREE

DECLARATION

I

(NAME OF APPLICANT)

In my capacity as of

.....

(Name of organisation)

| | Signature of applicant |
|--|------------------------|
| Declare the accuracy of the information provided | |
| Funding will be solely utilised as per application in compliance with the terms and conditions as set out by Funder. | |
| Reimbursement of funds upon breach of contract | |

Name (in print)

Identity no.

Signature

Date

Witness 1

Witness 2

Send your completed application & supporting documents on or before Friday, 31 October 2025 to:

THE OVERBERG COMMUNITY TRUST

35 HUMAN STREET

CALEDON

7230

E-MAIL – info@overbergcommunitytrust.co.za

Successful organisations must please submit a section 18a certificate or tax exemption certificate

MAXIMUM PER APPLICATION R20 000,00**YOU DO NOT QUALIFIED FOR:**

- Purchase of property, Approval of building plans, Building expansion.
- Purchase of Vehicles, Petrol Allowance, TV's
- No loans

FOR OFFICE USE ONLY:

| | |
|---|--|
| A Constitution, Articles of Associations, Trust Deed, Registration Certificate or any other proof of Registration. | |
| The previous year's Audited Financial Statements signed by the Accounting Officer of the Organisation, or as stipulated in the relevant organisational prescriptions as per governmental guidelines (DSD) and signed copy of the most recent Annual General Meeting minutes | |
| A detailed budget of Revenue and Expenditure | |
| Sustainable Business Plan / including a detailed Action Plan for the specific request. | |
| Certified copy of applicants ID | |

| Year | Amount | Signature of Donation Committee Member |
|------|--------|--|
| | | |

IF YOU NEED ANY ASSISTANCE WITH THE FORM PLEASE CONTACT ONE OF OUR TRUSTEE MEMBERS

| NAME OF TRUSTEE | REPRESENTING | CONTACT NUMBER |
|------------------------|--|------------------------------|
| Rev Petronella Edwards | The Anglican Church | 074 233 4474 |
| Mrs. Beulinde Fisher | Myddleton | 060 8307 677 |
| Mrs. Sybill October | Stanford, Gansbaai | 073 162 6499 |
| Ms. Nosipho Zwelibanzi | Grabouw | 084 708 5579 |
| Ms. Leilani Abrams | Kleinmond, Hawston | 074 531 9889 |
| Mr. Morris Tshabalala | Hermanus, Zwelihle | 083 762 6024 |
| Mr. Roderick Carels | Myddleton | 083 505 1020 |
| Mr. Connell Balie | Greyton, Genadendal | 084 646 7948 |
| Mr. Christian Hopley | Swellendam, Suurbraak, Barrydale, Buffeljagsrivier | 071 287 7791 |
| Mr. Paul Valentine | Elim, Bredasdorp, Napier, Klipdale, Proteem | 083 562 5836 / 067 279 6018 |
| Mrs. Sonja Cloete | Administrative Secretary | 028 – 2122688 (office hours) |