



## THE U.S. AMBASSADOR'S SPECIAL SELF-HELP SMALL GRANTS PROGRAM

### GUIDELINES

Please review the guidelines before filling out the application form

#### What is the Self-Help Program?

The Ambassador's Special Self-Help Program allows the U.S. Embassy to help communities improve their basic economic or social conditions. The program is designed to support small-scale activities that benefit an entire community. The focus will be on projects that assist disadvantaged or marginalized groups. The size of the grants usually ranges from approximately N\$50,000 to N\$250,000. There is no minimum amount for funding. The U.S. Embassy makes every effort to fund qualified projects from across Namibia's 14 regions. Applications are received throughout the year, but applications must be received by April 15 for each annual funding cycle. Funding decisions are usually made around July. Funding for selected projects is usually available in October.

#### What kinds of projects does Self-Help support?

Some of our past Self-Help projects have included training women, youth, and school dropouts to be computer literate, and purchasing solar-powered water pumps to make fresh potable water available to villagers. We have done multiple garden projects, where beneficiaries have been able to generate income to support themselves and improve their livelihoods. We have funded projects that helped marginalized groups, assisted people with disabilities, and taught youth technical skills such as understanding and installing small-scale solar technology.

#### **The U.S. Embassy will prioritize funding projects in the following sectors for disadvantaged or marginalized groups:**

- Food Security: Projects could include gardens, aquaculture, or hydroponics projects.
- Human-Wildlife Conflict Mitigation Measures: Projects could include physical upgrades such as predator-resistant kraals or electric fencing.

- Renewable Energy: Projects could include items such as solar panels or small wind turbines.
- Drought Mitigation: Projects could create irrigation or water supply systems in rural communities.

**Projects should:**

- Be initiated by the community.
- Quickly improve basic economic or social conditions in the local community.
- Benefit the highest possible number of people.
- Not require additional funding assistance at the end of one year.
- Involve a significant community contribution in cash, labor, or materials.
- Involve community members who can operate and maintain the project on their own after Self-Help assistance ends.
- Whenever possible, projects should contribute to income-generating or self-sustaining activities, but the emphasis should be on the community benefit.

**What is not funded?**

- Projects for the benefit of a private or for-profit company.
- Projects that already benefit from technical assistance programs.
- Activities that harm the environment, including the use of pesticides/herbicides.
- Religious, military, or law enforcement (police) activities.
- Surveillance equipment.
- Activities that benefit any employee of the U.S. Government.
- Activities that might contribute to the violation of workers' rights.
- Refugee or human rights assistance.
- Revolving loan funds.
- The grants program assists only small projects. The program cannot fund projects that are large in scope, budget, or complexity.
- Government institutions are ineligible to apply.
- The grants program does not support one-time events or individual sponsorships or bursaries.
- The grants program cannot contribute to school development funds or revolving loan funds.
- The grants program does not support recreational activities.
- The grants program may not fund projects that have already received U.S. Government funding.
- The grant does not pay for vehicles.

**Some examples of unacceptable applications include:**

- Remodeling or renovating an existing facility that is in disrepair because of neglect or lack of money (purchasing paint to repaint a school).

- Activities with unmitigated and negative environmental consequences, such as dams, roads through relatively pristine forest lands; activities that contribute to commercial deforestation or conversion of land-use from forest to livestock; actions that are likely to jeopardize, threaten, or endanger species and/or their habitat, and actions that are likely to degrade protected areas significantly, such as introduction of exotic plants or animals.
- Sports equipment or uniforms for a national sports team.
- Musical instruments or uniforms for a national orchestra or dance company.
- Salaries.
- Ongoing needs for education/training.
- Office supplies such as pencils, paper, forms, and folders.

### **How do I apply for a small grant?**

The U.S. Embassy accepts Self-Help grant applications throughout the year, but applications must be received by March 31 for each annual funding cycle. Funding decisions are usually made around July. Funding for selected projects is usually available in October.

To apply, simply complete the application form and e-mail it to [whkselfhelp@state.gov](mailto:whkselfhelp@state.gov). You can also send your application by post or drop it off at the **U.S. Embassy, Private Bag 12029/#14 Lossen Street, Ausspannplatz, Windhoek**.

You can also request an application in person or via email by calling the Embassy at 061-295-8544.

For any other questions, please contact the Embassy's Self-Help at [whkselfhelp@state.gov](mailto:whkselfhelp@state.gov).