



# Geran Komuniti K2K

## Application Form

Development by



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With Support from



A programme by





## PROGRAMME OBJECTIVES

The *Geran Komuniti K2K* aims to provide an opportunity for public housing communities to play a direct role in improving the liveability of their homes. This grant is targeted to the 10 K2K Programme's public housing locations. Residents in these 10 locations are encouraged to form groups and/or associations to apply for the grant to encourage collective implementation of their projects. This grant is also open for applications from non-residents who have relevant ideas to encourage the social development of the public housing communities.

The programme objectives are to:

1. Help K2K's targeted public housing communities address their priority issues.
2. Build social cohesion and instil a sense of belonging within the communities of the public housing.
3. Promote knowledge exchange and develop networks to enable public housing communities have access to better services and resources for social and community development.
4. Promote innovative techniques, conflict resolution mechanisms, methodologies, or new capacities to strengthen overall public housing management.
5. Create safe and healthy spaces in the public housing complexes for community members to interact and strengthen community spirit.

**Note:** For applications that use physical copies, should you need more space to write, please attach your additional sheet of paper at the end of this application form.



## PART 1: APPLICANT DETAILS

1. **Full Name of Applicant** (Individual, society, organisation or institution):

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2. **Contact Details:**

Address:

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Tel:

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Email:

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Secondary Email (*if available*):

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Website:

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Social Media:

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3. **Name of Lead Applicant or Project Leader:**

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4. **NRIC, ROC, or ROS number:**

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## PART 2: APPLICANT DETAILS

### 1. Classification of Grant Theme

This application is to address (you may select more than one box):

#### **Community Empowerment**

To help communities organise themselves, foster social cohesion, build social capital, and cultivate a sense of belonging and unity within the community.

#### **Community Well-being**

To improve cleanliness, enhance safety, and promote healthy environments by offering targeted interventions.



## 2. Project Category

What category best describes the focus of your project? You may select more than one box:

**Capacity building** – Building knowledge and skills for the public housing community through programmes, joint-activities, workshops, masterclasses, study visits, courses, or certification programmes.

**Social Activation** – Curating, coordinating, and producing community activities, events, festivals, or programmes to celebrate the diversity of the community with the intention to build social cohesion within the community; or improve existing spaces' equipment, such as furniture, tools, building accessories such as electrical work, to rejuvenate the use of spaces.

**Collective Action** – Solving problems faced by the public housing residents through community participation, conflict resolution mechanisms, innovative community initiatives that contribute to long term community empowerment.

**Content creation** – Collating, compiling, and publishing information that can be shared with the public housing community to enrich and deepen community relations and widen the visibility of the issues surrounding liveability.

**Others** – programmes that are not reflected in this list and can be discussed with the working committee to determine project's alignment with the overarching grant themes.



**3. Project name**

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**4. What are you proposing to do?**

Please explain in 3-7 bullet points, the scope and key output indicators of this proposal. (Limit: 1000 characters)

**5. What do you want to achieve from this project?**

What is the project objective(s)? Please list it clearly in point form.



**6. Why do you want to do this project?**

Please explain in 3-7 bullet points why this project is important to your group and the public housing community. (Limit: 1000 characters)

**7. Please identify top 3-7 risks of the project implementation and the mitigation strategies.**

What are the risks or issues that may arise during project implementation and how would you resolve them? (Limit: 1000 characters)

**8. Project Start Date**

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**9. Project End Date**

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## 10. Project Duration

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### 11. Target Audience

Please select all that applies:

a) Who are your target groups within public housing community?

- Women
- Children (below 18)
- Youth (18 - 25)
- People with Disabilities (PWD)
- Senior citizens
- Others: \_\_\_\_\_

b) What is the age group of the target community?

- Under 12 years old
- 12 – 17 years
- 18 – 24 years
- 25 – 34 years
- 35 – 44 years
- 45 – 54 years
- 55 or above

c) Please state the number of participants you plan to target with your project.

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d) Please state the location(s) of your project.

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e) Please explain the reason for the selection of location(s).

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f) Please confirm that the selected location(s) is available for project use.

YES/ NO





**12. What is the expected result(s) of this project?**

What is the output(s) of this project?

**13. What is your methodology for the programme?**

What is your strategy or process to implement the proposed project in alignment with the proposed timeline, and outputs delivered? (Limit: 1000 characters)



**14. What is your expected outcome(s)?**

What is the short term (2-3 years) impact from the project? How will this project affect the surrounding community's perception, knowledge and/or behaviours? (Limit: 1000 characters)

**15. List of Partner(s) Involved**

Please list down experts, collectives, community-based organisations, non-governmental organisations or government organisations that may be involved as partners for the project. *For applicants who are **not** residents of the 10 K2K targeted sites, please list down at least one partner from one of the 10 K2K targeted sites.*

Partner(s)	Involvement



### PART 3: PROJECT FINANCING

1. Has this project received any grants or co-investments from other organisations or foundations?

YES

NO

If YES, please list down below:

Donor	Amount Received (RM)	Contribution (in-kind)

2. Please state the contributed co-funding from your collective/organisation.

Amount Co-funded (RM)	Contribution (in-kind)

3. Please state your total project cost, estimated co-funding and total funding required from Think City

Total Project Cost (RM)	Estimated Co-Funding (RM)	Total Funding Required from Think City (RM)

*\*Please submit a budget breakdown using the template below.*



**4. All applicants are required to submit:**

<b>Residents</b>	<b>Non-residents</b>
<p>a. Completed application form.</p> <p>b. Applicant’s CV/ profile/ portfolio (if any)</p> <p>c. Budget – a detailed breakdown of budget via costs and percentage. Please attach your full budget breakdown at the appendices or the end of your application form. (Budget breakdown template is at the end of the application form.)</p> <p>d. Blanked-out bank statement to show proof of mailing address and/or applicants/company bank account number.</p> <p>e. <b>For formal groups:</b> Please provide your company details - Certificate of Registration with Registrar of Companies/Societies/Business-Form 9, 13, 24, 44, 49, M&amp;A</p> <p>f. <b>For informal groups:</b> Provide IC photocopies (back and front) of each team member.</p> <p>g. Other supporting documents – pictures to illustrate the proposed project site, third-party costings, research documents, etc.</p> <p>h. Project proposals must be submitted in either PowerPoint or PDF format.</p> <p>i. Proof of residence at one of K2K’s 10 targeted locations, such as copy of identification card (IC), water bill, or an endorsement letter by the public building management, Residents’ Association, or Neighbourhood Watch. Applicants must reside in the public housing complex. If you do not currently live there, your application will not be approved.</p>	<p>a. Completed application form.</p> <p>b. Applicant’s CV/ profile/ portfolio (for experts/ organisation)</p> <p>c. Budget – a detailed breakdown of budget via costs and percentage. Please attach your full budget breakdown at the appendices or the end of your application form. (Budget breakdown template is at the end of the application form.)</p> <p>d. Blanked-out bank statement to show proof of mailing address and/or applicants/company bank account number.</p> <p>e. Company details (<b>for organisations</b>) – Certificate of Registration with Registrar of Companies/ Societies/ Business-Form 9, 13, 24, 44, 49, M&amp;A</p> <p>f. Other supporting documents – pictures to illustrate the proposed project site, third-party costings, research documents, etc.</p> <p>g. Project proposal must be submitted in PowerPoint or PDF format.</p> <p>j. Written approval/support from the community to show they agree with/support a particular idea, together with their proof of residence at one of K2K’s 10 targeted locations, such as copy of identification card (IC), water bill, or an endorsement letter by the public housing building management, Residents’ Association, or Neighbourhood Watch.</p>

**For project proposals, applicants are encouraged to include:**

Marketing and outreach strategy, monitoring and evaluation plan, plan for long-term sustainability, as well as list of project partner(s) where applicable.



### BUDGET BREAKDOWN TEMPLATE

Please fill in the cost breakdown in the table below:

*\*Please provide a letter of interest from the co-funder, if relevant.*

Item	Total Cost (RM)	Estimated Co-Funding (RM)*	Total Cost needed from Think City (RM)
<b>Total (RM)</b>			



## DISCLAIMER

1. It is important to note the following:
  - a. only projects that have co-investment (in the form of cash or in-kind) will be supported;
  - b. projects with higher co-investment will have a higher chance of being funded;
  - c. projects with high impact potential will be prioritised;
  - d. projects that are inclusive to all communities, bring new users to the space, promotes social cohesion, and improves public housing liveability will be supported; and
  - e. projects that can be completed by end of October 2024 will be prioritised. \*

*\*A written request must be submitted to Think City by 1 September 2024 should an extension beyond this time be required.*

2. The grants do not cover:
  - a. Past expenditures that were commenced or implemented prior to the signing of the grant agreement;
  - b. Cost of infrastructural development
  - c. Existing overhead costs (i.e., rent, insurance, utility bills, staff salaries, council tax);
  - d. Firearms and/or weapons;
  - e. Illegal substances (i.e., alcoholic beverages, tobacco products, vape, drugs and others etc.).
3. Interested applicants are encouraged to attend **Information Sessions** organised by Think City/Think City's Partners to fully understand the necessary criteria, objectives, and proposal preparations. **Grant Application Clinics** will be provided for applicants who would like to review their application or have any further enquiries. Participants who attend either session have a higher chance of success. Please visit K2K website at <https://www.kitak2k.com/geran/geran-komuniti-k2k> and/or WhatsApp our team at +60 11-1112 4755 to book for these sessions.
4. For more information, please refer to the Terms of Reference stated in [LINK HERE](#).

*\*\*Please keep copies of your completed application form and all supporting documents. Do not send us original documents or anything of historical or personal value. We will return documents to you only if you specifically ask us to do so.*



**PART 4: DECLARATION BY GRANT APPLICANT**

**Conflict of Interest Declaration:** I declare I do not have perceived/ pecuniary/ direct conflict of interest to the application of this grant and grantor, Think City Sdn. Bhd. If yes, please specify:

The information submitted in this application is true, to the best of my knowledge. Should any significant developments arise after this application is made, I shall notify Think City Sdn. Bhd.

By submitting this form, I consent to the processing, collection, use and discourse of the personal data in this form by Think City Sdn. Bhd. and its related affiliates, in compliance with applicable data protection laws and regulations.

I consent to the information contained in this application form being held on a computer and circulated to members of the Selection & Advisory Panel, other interested parties and the media in the spirit of accountability and open management.

I consent to allowing Think City Sdn. Bhd. the right to publish and document photos, information, research or any details pertaining to the above project.

Signature

Date

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Name :

IC No. :