

[August 17, 2018]

**THE GOVERNMENT OF JAPAN
GRANT ASSISTANCE FOR GRASSROOTS HUMAN SECURITY PROJECTS
(KUSANONE)
CONSULATE-GENERAL OF JAPAN IN CHIANG MAI**

GUIDELINES

Introduction

The Government of Japan extends Official Development Assistance (ODA) to Thailand to assist the social and economic development of the country. The Grant Assistance for Grassroots Human Security Projects scheme (KUSANONE), one of the ODA schemes, is intended to promote socio-economic development at the grassroots level as well as to maintain Human Security by directly supporting existing projects implemented by non-profit organizations such as Non-Governmental Organizations (NGOs) and medical/ educational institutions. KUSANONE provides the projects with effective means to help them achieve their own goals more efficiently and effectively.

Areas and eligibility for assistance

(1) Areas of assistance

KUSANONE mainly targets areas that aim to improve Basic Human Needs (BHN) such as projects that are highly beneficial at the grass-roots level and those that require timely support on humanitarian grounds. Typical projects include construction of primary and junior high schools, improvement of essential medical equipment for hospitals, excavation of wells, vocational training and seminars concerning poverty alleviation.

In addition to the activities described above, KUSANONE addresses a variety of local needs in a flexible manner. Please contact the Consulate General of Japan in Chiang Mai for more details.

The following areas will NOT be eligible for KUSANONE assistance:

- 1) Projects which do not directly benefit the grassroots level, e.g. research activities in higher educational institutes, expanding administrative facilities which will result in increased capacity for the applicants, etc.
- 2) Commercial activities which are not in line with KUSANONE assistance.
- 3) Non socio-economic development projects, e.g., artistic, cultural and sports activities.
- 4) Political, missionary, and military activities.
- 5) Additional grants for the same projects.

(2) Target group

The target group of the projects is “socially vulnerable people” whose situation might be aggravated if they are ignored.

(3) Region and Provinces

9 provinces in the North: Chiang Mai, Chiang Rai, Lampang, Lamphun, Mae Hong Son, Nan, Phayao, Phrae and Uttaradit.

(4) Applicants

Non-profit organizations as specified below:

- 1) Non-Governmental Organizations (NGOs),
- 2) Community Based Organizations (CBOs),
- 3) Medical Institutes (e.g., hospitals, health centers, etc.),
- 4) Educational Institutes (e.g. primary schools),
- 5) Local Governments (e.g. Tambol Administration Organizations).

* Individuals and commercial organizations may not apply.

* An applicant organization needs to have been active for at least two years.

As for Japanese NGOs, there is a scheme named *Grant Assistance for Japanese NGO projects* which is under the NGO support division of the Japanese Ministry of Foreign Affairs. Please visit the website <http://www.mofa.go.jp> for further information.

Grant amount/coverage

(1) Grant amount

In principal, the grant amount is not more than 10 million yen (approximately 3.0 million Thai baht, depending on the foreign exchange rate set by the Government of Japan each year) per project; however, amounts up to a maximum of 100 million yen will be considered for projects which strongly reflect human security aspects.

(2) Grant coverage

KUSANONE covers the following items:

- 1) Purchase of equipment necessary for project implementation,
- 2) Construction of buildings and small scale infrastructure,
- 3) Expenses for soft components (e.g. training, activities for human resource development or capacity building etc.) which are recognized as significant items to influence the project's outcome,
- 4) External auditing fees. External auditing is required for projects which request a budget amounting to more than 3 million yen (approximately 1 million THB), and projects for which the Consulate-General of Japan in Chiang Mai considers an audit necessary.

KUSANONE does NOT cover the following items and expenses.

- 1) Purchase of equipment for clerical activities of applicants,
- 2) Administrative costs and personnel expenses of applicants,
- 3) Maintenance costs for goods and equipment whether or not funded by KUSANONE,
- 4) Funds for starting business activities for income generation of individuals and enterprises (the exceptions are projects that benefit all community members directly and impartially such as a form of cooperative),

- 5) Individual possessions and assets (e.g. scholarships, houses, clothes, etc.) except for emergency relief in case of disasters,
- 6) Purchase of land,
- 7) Research,
- 8) Government revenue (e.g. Value-Added Tax, customs fees, license fees, car registration fees, etc.) Therefore, all quotations to be submitted to KUSANONE should not include these items.

(3) Other conditions

If the project funding request is also being (or to be) submitted to other donor(s) for funding support, or if the project is partially funded at the expense of the applicant organization itself, it is required to indicate the proportion to be supported by the KUSANONE scheme out of the project as a whole.

Duration of the project

The project must be completed and the grant money must be spent within one year from the day when the grant contract is signed.

Responsibility of recipients

Quarterly reports, completion report and external auditing reports should be submitted to the Consulate-General of Japan in Chiang Mai.

Application period

Applications should be made before 30th November, 2018.

A second application period may be opened (depending on available budget) –update will be notified on our website.

Application instructions

The following documents are required for application:

- 1) Application form
- 2) Photos and maps which show the project's activities and location,
- 3) Quotations for each requested item from three different companies or suppliers. (In cases where tripartite quotations from three companies are difficult to obtain, it is necessary to provide them at least from two companies, along with reasons and explanation regarding the appropriateness of the project costs).
- 4) Building design, in case of construction,
- 5) Financial reports of the applicant from the previous two years (Balance Sheet (B/S) and Profit and Loss Account (P/L), etc.),
- 6) Documents introducing the applicant and the project, such as pamphlets and/or brochures,
- 7) Newspaper articles about the applicant, if any

Remarks

- 1) Applications should be made in Thai or English.
- 2) All documents for examination are to be submitted to the Consulate-General of Japan in Chiang Mai by POST only. FAX, E-mail or by hand is not acceptable. Applicants can submit an application form even if supporting documents are not ready, but will have to submit them at the final stage for examination at our request.
- 3) Documents submitted will not be returned.
- 4) The application form is available from the website of the Consulate-General of Japan in Chiang Mai.

Word: http://www.chiangmai.th.emb-japan.go.jp/oda/KUSANONE_application.doc

PDF : http://www.chiangmai.th.emb-japan.go.jp/oda/KUSANONE_application.pdf

Other programs under KUSANONE

Apart from the Grant Assistance for Grassroots Human Security Projects, the Japanese Government extends other programs under KUSANONE. Please consult with the Consulate-General staff for further details:

- (1) **Recycle KUSANONE**: This provides overseas transportation fees for used items, e.g. fire engines, ambulances, bicycles, desks and chairs, and temporary houses, etc., which are donated by NGOs/local governments in Japan to NGOs/local governments in Thailand. The applicant should search for and contact directly the NGOs/local governments in Japan.
- (2) **Anti-personnel landmines KUSANONE**: This supports projects conducting mine clearance activities, assistance to mine victims, and mine avoidance education. A project related to landmines clearance will be carefully studied in terms of its necessity in relation to “Community Development”. The applicant organization is also required to have been active for at least three years in landmine related activities. Regarding funding capacity, the applicant organization is expected to be able to bear up to half of the project cost, excluding the purchase cost of equipment/materials to be funded by KUSANONE. The aim is to secure a smooth implementation and sustainability of project activities, and also to ensure the spirit of KUSANONE in providing support to self-reliant efforts.
In this connection, it is to be noted that the following items are not supported:
Personnel expenses of applicant organization’s staff not directly related to landmine clearance (i.e. payroll costs borne irrespective of implementation of the project),
Expenditure at the organization’s head office, not directly related to landmine clearance.
- (3) **Micro-credit projects**: This provides a capital fund for non-profit organizations which operate a micro-credit scheme. Eligible applicants are organizations which have more than five years of relevant operating experience and have been operating micro-credit projects with at least a 95 percent repayment rate for the last three years.

For further information and inquiries:

Coordinator for KUSANONE, Consulate-General of Japan in Chiang Mai

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as of 17th September 2017, New telephone number : 052-012-500, Fax number : 052-012-505

Website: (Japanese) http://www.chiangmai.th.emb-japan.go.jp/itprtop_ja/index.html

(Thai) http://www.chiangmai.th.emb-japan.go.jp/itprtop_th/index.html