



Invitation to Submit a Proposal
2012 U.S. AMBASSADOR'S SPECIAL
SELF-HELP PROGRAM

**ALLOCATING FUNDS TO PROJECTS TO ASSIST SMALL-SCALE DEVELOPMENT PROJECTS DIRECTED
TOWARDS IMPROVING SOCIO-ECONOMIC CONDITIONS**

1. INTRODUCTION

The U.S. Ambassador's Special Self-Help Program is a grassroots assistance program that responds to requests for financial assistance from small community based projects. The Self-Help Program promotes self-reliance through community action and strives to support projects that impact entire communities, through direct or indirect benefits. Groups that demonstrate a commitment to their communities and involve the community are the most successful in sustaining projects. The primary objective is to help people help themselves.

Self-Help activities should:

- Improve basic economic and social conditions at the grassroots level;
- Aid the HIV/AIDS-inflicted or conduct sensitization/awareness and prevention campaigns and projects;
- Address global issues such as women's empowerment and the environment;
- Provide a firm foundation for democratic processes to take root;
- Be welcomed and supported by the local community;
- Support high-impact, quick-implementation activities which benefit a large number of people within one year without requiring further SSH assistance;
- Involve a significant local contribution in cash, labor, or material, and are within the ability of the local community to operate and maintain;
- Are in direct response to the initiative and aspirations of the local community (the local sponsors of the project, who will also be its prime beneficiaries); and
- Be able to implement the activity within the one-year agreement period.

Self-Help Funds may not be used for the following:

- Projects which replace or supplement activities normally supplied by the host government, e.g. building classroom blocks for a government school, providing supplies for a district hospital, etc.;
- Start-up costs;
- On-going administrative or operating costs, such as salaries and rent;
- Purchasing vehicles, used equipment and land;
- Construction or renovations;
- More than one project for any organization; and
- Projects involving the military, purely religious or political projects, or surveillance equipment.

Projects which are not clearly identified or described will be rejected.

2. WHO MAY APPLY?

Applications are invited from non-government organizations (NGOs), community-based organizations or parent-teachers associations (PTA) of primary schools, secondary schools and other charitable institutions based in Mauritius, Rodrigues or Seychelles.

3. HOW TO APPLY

General Guidelines

The proposal should be prepared according to the format available from the U.S. Embassy web site: <http://mauritius.usembassy.gov> (link to "Self-Help Program"). Forms are also available from the U.S. Embassy office, 4th Floor, Rogers House, Port Louis, telephone: (230) 202 4400.

Budget: For Mauritius, no less than Rs20,000 and no more than Rs200,000.

For Seychelles, no less than SRs3000 and no more than SRs50,000.

Timeframe: up to twelve months

Distribution of funds: There are no requirements on the way that the funds can be shared among successful projects.

Submissions : Submissions, addressed to the **Ambassador Self-Help Program, U.S. Embassy, 4th Floor Rogers House, Port Louis**, should be made by post, fax (230-202-4467), email (purmessurpx@state.gov) or hand delivered to the U.S. Embassy Office by the deadline for submission. Late entries will not be considered.

Tentative timetable:

- Submission deadline for proposals is 1600 hours local time on October 25, 2012.
- A project can commence immediately on signature of the Letter of Agreement between the U.S. Embassy and the successful institution. The expected start date is January 2013.

Responses to queries during proposal development:

Proponents may approach the Bilateral Department (Telephone #: (230) 202-4400) up to October 24, 2012 for clarification of any general queries.