Background

In response to the COVID-19 pandemic, the Loden Foundation in partnership with UNDP Bhutan, Bhutan Youth Development Fund (YDF) and RENEW invites business proposals from the beneficiaries of RENEW and YDF, who have undergone training led by the Bhutan YDF and RENEW.

Interested applicants can avail a combination of grant and interest and collateral free loan up to Nu. 1.5 million from the ‘Loden-UNDP Bhutan Covid Response Fund II.’

Eligibility

This special funding window will be open for specific target groups who have undergone life skills training led by RENEW and Bhutan YDF as a part of the overall project.

However, the fund is not guaranteed for the participants if they do not meet the eligibility/selection criteria and will then be open to those who meet the criteria. The applications will be put through rigorous process of due diligence but they will be evaluated swiftly and selected projects fast-tracked for support.

Who is eligible to apply?

* + Bhutanese citizens aged 18 and above who have undergone life skills trainings led by RENEW and YDF centers.
  + Clean credit history.

The Project for Loden-UNDP Bhutan Covid-19 Response Fund II must:

* + As far as possible, fit into the standard selection criteria set by Loden Foundation.
  + Be feasible for implementation in 2 months from application.
  + Be able to show early results within 5 months of receiving the funds.
  + Have a scope to carry on or adapt to new situations beyond the Covid-19 pandemic.
  + Provide preferences to the projects, which can create jobs, or tackle new challenges using innovation and technology.

Funding amount: Up to Nu. 1.5 million maximum per project

Selection Process:

The selection time for Loden-UNDP Bhutan Covid Response Funding Window II will be as follows:

* + Open for applications
  + Application closes by 31st October 2020
  + Preliminary screening of proposals based on CIB report history available from Credit Information Bureau of Bhutan at [www.cib.bt](http://www.cib.bt) or 02-339872 02-339877
  + Proposal review by panel of judges
  + Online or physical interview, which ever is convenient
  + Negotiation and orientation
  + Fund disbursement
  + Launch of project within one month after funding

Documents required:

* + Duly filled Business Proposal Form.
  + Copy of business license if it is an existing business
  + Copy of a Credit Information Bureau (CIB) report of the applicant available from Credit Information Bureau of Bhutan at [www.cib.bt](http://www.cib.bt) or 02-339872 02-339877
  + Citizenship Identity Card

APPLICATION PROCEDURE:

All documents must be submitted via email in soft copies at application@loden.org. Interviews will be held virtually or in person depending on the convenience. For inquiries, write to application@loden.org or call Mr. Lhakpa (Programme Officer - LEP) at 77195599 during office hours.

THE LODEN FOUNDATION AND IT’S PARTNERS STRONGLY ENCOURAGES PROPER HEALTH AND HYGIENE MEASURES TO CONTAIN COVID-19 OUTBREAK.

Business Proposal Form

A: Personal Details

|  |  |
| --- | --- |
| Name of business/project: |  |
| Name of the applicant: |  |
| Highest Education Qualification: |  |
| Location of the Business:  (Dzongkhag, Gewog and Area) |  |
| Year of establishment:  (if existing) |  |
| Business sector: |  |
| Business type: | Sole Proprietorship [ ] Partnership [ ] Community [ ] *Tick* |
| Contact Details:  (Email, Mobile Phone no,  WeChat ID, WhatsApp number) |  |

B. Executive Summary of the Project

|  |  |
| --- | --- |
| 1 | Project Description (In less than 300 words, tell us about your business. Highlight if you have prior experience in the proposed business) |
|  |
| 2 | Project Budget (Provide the total cost of the project as well as the amount sought from the Loden-UNDP Bhutan Covid-19 ResponseFund II if they are different) |
|  |
| 3 | Need (Explain the market and need, and how the business will address the challenges and problems caused or worsened with Covid-19) |
|  |

C. Target and Objectives

|  |  |
| --- | --- |
| 1 | Objectives (Explain in less than 100 words the objectives you wish to achieve by creating products and services, and solving problems.) |
|  |
| 2 | Targets (Provide precise targets you wish to achieve, and their timeline in order to meet the objectives.) |
|  |

D. Work Plan (Provide major activities and mark months and quarters in which you plan to carry them out. Add new row if you need more.)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| PLANNED ACTIVITY | Month 1 | Month 2 | Month 3 | Quarter 2 | Quarter 3 | Quarter 4 | Quarter 5 | Quarter 6 |
| 1. |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |  |
| 6. |  |  |  |  |  |  |  |  |

E. Budget and Expenses (Provide cost items and amounts in detail. You may breakdown under different subheadings such as equipment, salaries, raw materials, utilities, etc. Add new row if you need more.)

|  |  |  |
| --- | --- | --- |
| No | Items | Amount in Nu. |
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F. SWOT Analysis (State what strengths, weaknesses, opportunities and threats your project has in legal, technological, environmental, cultural, political and social aspects.)

|  |  |
| --- | --- |
| Strengths / Advantages |  |
| Weaknesses / Disadvantages |  |
| Opportunities |  |
| Threats / Risks |  |

G. Financial Projection (Give a projection of the quantity of products and services [in blue cells] and/or their monetary value [in white cell] under the timeline).

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Results | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 | Quarter 5 | Quarter 6 | Quarter 7 |
| 1. |  |  |  |  |  |  |  |
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| 2. |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |
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| 4. |  |  |  |  |  |  |  |
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| 5. |  |  |  |  |  |  |  |
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H. Human Resources (Provide a clear list of different people who will be involved in the project with their responsibilities.)

|  |  |  |  |
| --- | --- | --- | --- |
| Sl No | Person | Position/Role | Phone number |
|  |  |  |  |
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