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13 WANDERERS STREET  
JOHANNESBURG 2001

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A GUIDE TO APPLICANTS ABOUT THE KAGISO TRUST'S CRITERIA, ITS  
PROJECT SCREENING METHODS

1. CRITERIA

1.1 NON -RACIALISM. Projects should support ,subscribe to and promote non-racialism. Projects should also be non-racial in their own practice.

1.2 UNITY. Projects should support and promote the unity of people from different racial, ethnic and cultural backgrounds. This implies that projects that, directly or indirectly, attempt to thwart these aims should not be supported.

1.3 DEMOCRACY. Projects should promote democratic practice, and should be democratic in their own practices. This implies that projects must either be directly community based, or that communities and or their representative organisations enjoy participation within projects at a policy-making level.

1.4 NON-COLLABORATION. Projects initiated and /or controlled by the South African government, any of its structures cannot be supported. This includes structures under the control of the "homelands," "self-governing states," or organisations participating within any of these structures.

1.5 SUBSTITUTION. No contributions will be made for the programs that the S.A. government should legitimately be expected to cover. (e.g. Social Welfare, Non-developmental health care, criminal rehabilitation, etc.)

1.6 DEVELOPEMENT PROGRAMS - will only be supported if they contribute towards a process of education for peacefull, but fundamental change towards a non-racial, united and democratic South Africa.

2. SCREENING PROCEDURES.

2.1 Projects are screened by regional committees, who make recommendations to the Board of Trustees. Projects that have a national character may forward applications directly to the head office.

2.2 The final decisions are made by the Board of Trustees, before being forwarded to overseas funders for ratification. Rejected projects are not forwarded to the overseas funders.

2.3 The Trust also uses the following yardsticks to measure the effectiveness, veracity and viability of projects:

2.3.1 Cost effectiveness. Funds must be used for the benefit of the maximum amount of people possible.

2.3.2 Non profit. Funds cannot be used to generate profit or benefits for individuals, whether directly or indirectly.

2.3.3 Administration costs. The Trust prefers not to fund organisational administration costs, but rather to support direct project work. Where administration costs are funded, such costs must be an integral part of the project, and should not exceed 6-8 per cent of the total project costs.

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2.3.4 Under an agreement with our donors, the Trust cannot fund capital projects for the erection of buildings.

2.3.5 The Trust DOES NOT FUND - meetings, conferences ; publications by individuals ; research by individuals for the attainment of University Degrees ; research for publication or dissemination of information that is not for the benefit of the majority of the people or that is of such a nature that it will not be of tangible benefit to communities.

2.3.6 The Trust will encourage projects to apply through their generic national bodies or federations, rather than individually.

2.3.7 The Kagiso Trust does not fund other umbrella Trusts.

2.3.8. Emergency Funding. The Trust has neither the facilities for emergency "discretionary" funding nor does it encourage such applications. The time cycle of project procedure is as follows: 1 month for scrutiny and approval within S.Africa;  
1 month - 6 weeks for ratification in Europe.  
2 months - 10 weeks for transfer of funds after ratification in Europe.

### 3. CONTRACTS AND PAYMENT TO PROJECT HOLDERS.

3.1 The Trust will effect payment to successful projects upon receipt of funds from Europe and after the recipient has signed the standard Kagiso Trust contract.

3.2 Payment will only be made into the official banking account of the project by means of a crossed cheque.

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