

APPLICATION FORM

FLAGSHIP EDUCATION PROGRAMME FOR HIGH SCHOOL LEARNERS IN ALEXANDRA

This application form is for organisations proposing education-focused initiatives that support high school learners in Alexandra.

Projects should aim to enhance learning outcomes, life skills, and career readiness for youth while aligning with GMA's commitment to visibility, sustainability, and positive community impact.

Gautrain invites proposals from not-for-profit organisations (NPOs) that meet the following obligatory requirements:

- Operating in Alexandra
- Implementing educational and related, projects with high school learners
- NPO / PBO registration

Please complete all sections clearly and concisely. Where a question does not apply, write N/A. Attach all supporting documentation listed in the checklist.

SECTION 1: DOCUMENTATION CHECKLIST

Organisation Documents:

- NPO registration
- PBO registration
- Tax Clearance Certificate / Letter of good standing from SARS
- Latest financial statements (audited if applicable)
- Project photographs (if available)

FLAGSHIP PROGRAMME APPLICATION FORMS

- Letter of recommendation from other funders/stakeholders (if available)
- Organisational budget for next financial year
- Most recent annual report (if applicable)
- Evidence of current or planned operations in Alexandra

Project Documents:

- Project plan (including objectives, activities, timelines, and deliverables)
- multi-year project budget
- Most recent project report (if applicable)

SECTION 2: ORGANISATION INFORMATION

Provide accurate and up-to-date information about your organisation and its educational work.

Organisation Name	
Project Name	
Date of Establishment	
NPO Registration Number; or	
PBO Registration Number	
Physical Address	
Contact Person (Name, Position, Email, Phone)	
Website / Social Media Links	
Current or planned operations in Alexandra (describe current or planned operations)	

FLAGSHIP PROGRAMME APPLICATION FORMS

SECTION 3: MANAGEMENT AND GOVERNANCE

List your management and board members, including years of service, gender, and race to reflect diversity and experience.

Management Team

Name	Position	Years with Organisation	Gender (M/F)	Ethnicity (A/W/C/I/Other)

Board / Governance Team

Name	Position	Years with Organisation	Gender (M/F)	Ethnicity (A/W/C/I/Other)

SECTION 4: PROGRAMME / PROJECT PROPOSAL

Describe your education-focused programme/project clearly and link it to GMA's goal of empowering high school learners in Alexandra. Your objectives should be measurable, capable of timely completion, important, and directly related to the proposed project to the identified problem. Be realistic about what can be achieved and show evidence of educational impact. Be sure to include:

4.1. Problem statement & rationale (max 500 words)

Describe the educational challenge your project addresses — for example, poor academic performance, dropout risk, lack of career guidance, limited STEM exposure, or psychosocial barriers to learning. Use supporting data or community evidence where available.

FLAGSHIP PROGRAMME APPLICATION FORMS

4.2. Programme design / Theory of Change

Outline your project's objectives, key activities, expected outputs, and intended outcomes. Attach a Theory of Change diagram or M&E framework if available.

4.3. Environmental integration

While education is the main focus, GMA encourages projects that promote environmental awareness and learner responsibility. Explain how your project could integrate small-scale environmental or sustainability activities — for example, recycling initiatives, learner-run food gardens, or clean-up days that foster civic engagement and pride in the school community.

4.4. Collaboration, branding & visibility plan

GMA encourages collaborative and creative partnerships that highlight shared achievements, celebrate learner success, and engage the wider community. Visibility is not only about recognition — it is an opportunity to tell a collective story of impact, strengthen relationships, and invite participation from learners, educators, and the public. Describe how your organisation will work with GMA to co-create opportunities for collaboration and public engagement. Examples include:

- Developing joint initiatives such as learner showcases, environmental campaigns, or community events
- Featuring GMA as a partner in school or community activities, award ceremonies, or outreach events.

SECTION 5: BENEFICIARIES

Identify and describe the learners, educators, or families who will benefit. Include approximate numbers, grade levels, gender, and whether they are direct or indirect beneficiaries.

FLAGSHIP PROGRAMME APPLICATION FORMS

Beneficiary Group	Description (grade, ethnicity, age, gender, school/community)	Estimated Number	Type (Direct / Indirect)
Total Estimated Beneficiaries			

SECTION 6: SITE OF OPERATION

Specify the schools or sites where the project will take place (e.g., names of high schools or centres). Include physical addresses or area landmarks. If operating in multiple sites, list each with approximate learner reach.

SECTION 7: PAST SUCCESSES

List up to two education-related projects previously implemented by your organisation and their key outcomes (e.g., improved matric results, enhanced learner retention, career exposure activities).

If your organisation or project is new, write "N/A – new initiative."

FLAGSHIP PROGRAMME APPLICATION FORMS

SECTION 8: MONITORING AND EVALUATION (M&E)

Describe how you will track progress and measure educational outcomes for the project/programme. Include indicators such as learner attendance, academic improvement, subject pass rates, or participation in enrichment activities.

SECTION 9: SUSTAINABILITY PLAN:

Explain how project benefits will continue after GMA funding ends — for example, through integration with schools or the Department of Education, ongoing mentorship, corporate sponsorships, or community volunteer support.

SECTION 10: RISKS & MITIGATION

List key risks and describe your mitigation strategies.

SECTION 11: FINANCIAL MANAGEMENT

- Indicate the total grant amount requested for the project/programme (maximum R3 million over the 2 – 3-year period). Identify any anticipated funding shortfalls or co-funders.
- Describe your financial management systems and controls
- State your current sources of funding
- Has the organisation previously received donations from the GMA? If so, how much and for what?
- Describe your fundraising activities
- Does your organisation have any income-generating initiatives?