

Application Checklist for Social Impact Matching (SIM) Grant

Step 1: Apply for eligibility		
Applicant Criteria Identify applicant type based on criteria listed below.		
Type 1: Accredited Social Enterprises (maximum grant entitlement RM500,000)		
1.a	Accredited by MaGIC under the National SE.Accreditation Programme	<input type="checkbox"/>
Type 2: Non-Accredited Social Enterprises (maximum grant entitlement RM250,000)		
2.a	Clear social and/or environmental goal	<input type="checkbox"/>
2.b	More than 30% of revenue is earned as opposed to via contribution and grant	<input type="checkbox"/>
2.c	Fulfil one of the following: <ul style="list-style-type: none"> ● at least 30% of the workforce from the target beneficiary group(s) ● minimum 15% of business cost is spent on achieving an environmental mission or channelled towards a social cause ● 30% of profits distributed back to business operations to achieve your social/environmental mission(s) 	<input type="checkbox"/>
Type 3: Individuals or Entities (maximum grant entitlement RM20,000)		
3.a	A clear plan to address a social/environmental concern	<input type="checkbox"/>
3.b	A target beneficiary	<input type="checkbox"/>
3.c	Established a minimum viable product/structure	<input type="checkbox"/>
Crowdfunding Project Criteria Applicants need to fulfil all the criteria listed below:		
1.1	Raised at least RM5,000	<input type="checkbox"/>
1.2	Crowdfunded at least 80% of the intended grant amount to be applied; E.g. for grant applications of RM100,000 a minimum of RM80,000 needs to successfully raised to be eligible for the SIM grant	<input type="checkbox"/>
1.3	Funds must be raised effectively from 1st July 2020 onwards	<input type="checkbox"/>
1.4	Eligible sources of capital :	
	Donations: Philanthropic or voluntary charity proceeds received without recourse	<input type="checkbox"/>
	Contributions: Capital received without recourse to be channelled exclusively to seed and/or scale innovation solutions for the social impact which can include but not limited to: <ul style="list-style-type: none"> ● Direct grants; and/or ● Other grants or fund received from validated capacity building programmes Note: Donations and contributions in-kind are acceptable only for those with measurable value, corroborated with evidence of transactions.	<input type="checkbox"/>

	Capital must be received from private registered entities; e.g. established corporations, registered Non-Government Organisations (NGOs), verified individuals, based in and/or outside Malaysia	<input type="checkbox"/>
	Excludes those received directly and/or indirectly from Government and/or Government related entities such as Government agencies and regulatory bodies funded directly by the Government of Malaysia.	<input type="checkbox"/>
1.5	Provides innovative solutions in any of the following impact areas: (i) community livelihood, (ii) food security, (iii) heritage preservation, (iv) health and social wellbeing, (v) environmental protection	<input type="checkbox"/>
1.6	Clear direct and/or indirect benefits to target beneficiaries groups	<input type="checkbox"/>
1.7	Crowdfunding report with details of campaign to-date, in the event of public donations	<input type="checkbox"/>
1.8	Guarantee letter from donor/contributor for fundraised to-date, in the event of private donations	<input type="checkbox"/>
1.9	Letter from sponsor or receipt of procurement, in the event of in-kind donations/contributions	<input type="checkbox"/>
Step 2: Submit your proposal To be submitted within 5 working days, from approval of eligibility. If the submission is late, there will be a delay in processing the application, on a first come first serve basis.		
	Proposal and Presentation Content	
2.1	Intended project or initiative, together with its business plan	<input type="checkbox"/>
2.2	Cash flow projection (for grants above RM50,000 - minimum 3 years), with details on the cost incurred and other relevant information. Please refer to Appendix A for sample cash flow projection.	<input type="checkbox"/>
2.3	Schedule on the utilisation of proceeds, both crowdfunded portion and SIM Grant (by tranches if >RM50,000). Note , if you are (i) applying for more than RM50k; and (ii) receiving donations and contributions in tranches. Please refer to Appendix B for a sample template to indicate donations/contributions received in tranches.	<input type="checkbox"/>
2.4	Impact indicators (a tool will be provided), to track the progress of the intended project/initiative	<input type="checkbox"/>
2.5	Detailed implementation plan (i.e timeline, tracking mechanism of impact/milestones). Please refer to Appendix C for a sample project implementation plan template.	<input type="checkbox"/>
2.6	Historical track records (e.g financial statements), where available. Please refer to Appendix D for a sample template for past credentials.	<input type="checkbox"/>
2.7	Management credentials (team and/or promoter profile). Please refer to Appendix E for a sample of template for project team structure credentials.	<input type="checkbox"/>
2.8	Please provide the following if you are applying as an Organisation : <ol style="list-style-type: none"> 1. Organisation Details: <ol style="list-style-type: none"> a. Entity Registration Number b. Company Address c. Full names and ID numbers of all Directors and Shareholders 2. Donor details (for donations of more than RM25,000): <ol style="list-style-type: none"> a. Entity Registration Number 	<input type="checkbox"/>

	<ul style="list-style-type: none"> b. Entity Address c. Full names and ID numbers of all Directors and Shareholders <p>Please provide the following if you are applying as an Individual:</p> <ul style="list-style-type: none"> 1. Individual Details: <ul style="list-style-type: none"> a. Full Name b. ID Number 2. Donor details (for donations of more than RM25,000): <ul style="list-style-type: none"> a. Entity Registration Number b. Entity Address c. Full names and ID numbers of all Directors and Shareholders 	
	<p>The Technical Review Meeting and Joint Approval Committee (JAC) Criteria Below are the listed criteria which the proposal will be assessed on</p>	
A	Novelty of Innovation	
A.1	Significance of the impact area in relation to the SIM Grant's target impact areas	<input type="checkbox"/>
A.2	Level of originality, disruptiveness and/or extent of incremental change the solution provides relative to the impact area.	<input type="checkbox"/>
B	Effectiveness of proceed utilisation	
B.1	At least 70% spent and/or invested in creating a clear and measurable impact for the target beneficiaries - to show evidence of how each RM1 will create impact and how it leads to impact indicators	<input type="checkbox"/>
B.2	At least 5% on marketing and/or promotional activities for the initiative	<input type="checkbox"/>
C	Feasibility of proposal	
C.1	The extent of viability with key milestones in the proposed business plan/solutions to address challenges identified within the impact area	<input type="checkbox"/>
C.2	Reasonableness in financial projection, including assumptions adopted and clear timeline in achieving milestones identified	<input type="checkbox"/>
D	Scalability of impact	
D.1	At least 2 indicators in measuring impact created	<input type="checkbox"/>
D.2	The relevance of indicators to impact area and utilisation spending	<input type="checkbox"/>
D.3	Potential to scale the solution, considering the sustainability of the business model	<input type="checkbox"/>
E	Capability of management team/promoter	
E.1	Level of performance via historical track record, credentials and/or reference from independent and verified parties	<input type="checkbox"/>
<p>Step 3: Collect your grant Documents required before the disbursement of grant</p>		
3.1	Evidence of crowdfunded amount received (e.g bank statement)	<input type="checkbox"/>

3.2	A signed grant agreement with MaGIC outlining the required deliverable and/or milestones (if any), as well as terms and conditions attached to the SIM Grant	<input type="checkbox"/>
Tax Incentive (only available for successful SIM Grant applicants) Documents required to issue tax receipts to SIM Grant donors		
Please note: <ul style="list-style-type: none"> ● Only cash donations received from 1 August 2020 onwards to 31 July 2021 are eligible ● The value of the tax rebate is limited to 10% of the donor's aggregate income as stipulated under Section 44(11C) (a)(b) of the Income Tax Act 1967. ● All tax rebates are available only for the year of assessment when the donation is made. ● The tax incentive is only available to successful SIM applicants, whose application has been approved by the Joint Approval Committee. 		
Upon being approved by the JAC , please email penjanasegrant@mymagic.my the documents listed below, which will be passed to MOF for processing:		
T.1	SIM applicant's Identification number (IC) (for an individual) or registration number of organisation	<input type="checkbox"/>
T.2	A full list of your donor details:	
T.2.1	Full Name of donors (as per IC)	<input type="checkbox"/>
T.2.2	Identification number (IC) for individual donors or Registration Number for Organisation donors	<input type="checkbox"/>
T.2.3	Date of donations (per donor) received	<input type="checkbox"/>
T.2.4	Amount of donations (per donor) received	<input type="checkbox"/>
After the documents have been processed by MOF, MaGIC will inform the applicant and the applicant may issue tax receipts to individuals or organisations who donated to their initiative/campaign. The tax receipt issued to the donor <u>must contain</u>:		
T3.1	Full name of the donor (as per IC)	<input type="checkbox"/>
T3.2	Identification number (IC) of the donor (if an individual) or Registration Number of Organisation donors	<input type="checkbox"/>
T3.3	Date of each donation received	<input type="checkbox"/>
T3.4	Reference approval number provided by MOF - (MaGIC will pass this to the applicant)	<input type="checkbox"/>
T3.5	Amount of donation received	<input type="checkbox"/>
T3.6	Date of approval received from MOF	<input type="checkbox"/>
Note: The receipt issued <u>must contain all the info above</u> for donors to collect and claim the rebate from MOF, otherwise MOF will not entertain.		

Appendix A: Sample template of proposed Cash Flow Projection

Please provide a cash flow projection of your project/organisation, plus details of grants and contributions received and how they will be utilised, followed by your yearly targets for growth. Please refer to the sample below.

Note: For grants above RM50,000, a minimum 3 years cash flow projection is required with a quarterly or monthly breakdown of cash flow in the first year to support your application.

	December 2021	December 2022	December 2023
Revenue			
Placement Service	50,000	100,000	150,000
Training Service	50,000	120,000	170,000
SIM Grant & Crowdfunds*			
Tranche 1	50,000		
Tranche 2	20,000		
Tranche 3	20,000		
Total Cash Inflow	190,000	220,000	320,000
Expenses			
Training personnel cost	6,000	12,000	18,000
Rental cost for training	20,000	40,000	60,000
Training pack collateral	5,000	10,000	15,000
Travel and transportation costs	6,000	12,000	18,000
Sourcing cost	25,000	50,000	75,000
Administrative	10,000	10,000	10,000
Marketing & Promotion	5,000	5,000	5,000
Proceed Utilisation breakdown*			
Training materials	10,000		
Training infrastructure – Phase 1	45,000		
Training infrastructure – Phase 2	25,000		
Training infrastructure – Phase 3	10,000		
Total Cash Outflow	164,000	139,000	201,000
Initiative/Project Profit	23,000	81,000	119,000
Project Targets/Assumptions	December 2021	December 2022	December 2023
Yearly forecast target (number of workers)	60	120	180
No. of workers placed and trained	50	100	150
No. of trainers per training cycle	2	2	2
No. of workers per training cycle	25	25	25
No. of training cycles per year	2	4	6
Placement service fee per worker placed (RM)	1,000	1,000	1,000
Training service fees per worker placed (RM)	500	700	1000
Trainer professional fee cost per trainer per cycle (RM)	1,500	1,500	1,500
Collateral preparation and printing costs per worker placed (RM)	100	100	100
Average travel costs per worker trained (RM)	120	120	120
Accommodation and food cost per worker per day per training cycle (RM)	150	150	150

Appendix B: Sample template to indicate donations/contributions received in tranches.

Note only applicable if you are:

- I. Applying for more than RM50k; and
- II. receiving donations/contributions in tranches

Please list down your source of donations and contributions, and preferred SIM Grant payment tranches. Referring to the sample below:

- State the source of donation (crowdfunding platforms, corporate donations etc.) and contributions (competition prize money, grants with no recourse) along with the amount received based on the duration of your project.
- In the event, the contribution (i.e a grant) will be disbursed in tranches please indicate when these tranches will be disbursed.
- State your preferred SIM Grant payment tranches i.e how much you would like to be disbursed and when, vis-a-vis your project plan and timeline.
 - amounts between RM50,001 to 200,000 = 2 tranche disbursement required;
 - amounts between RM200,001 to RM500,000 = 3 tranche disbursement required

Note: The SIM Grant amount must not exceed the cumulative total crowdfunded amount at any given time.

Project Duration (Month/Year)	E.g Platform X (Name of source 1)	E.g. Corporate X (Name of source 2)	E.g Other Grant X (Name of source 3)	Total Crowdfunded	Preferred SIM Grant Payment Tranches
09/2020	RM20,000.00	RM60,000.00	RM100,000.00	RM180,000.00	RM100,000.00
10/2020					
11/2020					
12/2020					
01/2021			RM50,000.00	RM50,000.00	
02/2021					RM130,000.00
03/2021					
04/2021					
05/2021			RM50,000.00	RM50,000.00	
06/2021					RM50,000.00
07/2021					
08/2021					
	RM 20,000.00	RM60,000.00	RM200,000.00	RM280,000.00	RM280,000.00

Appendix C: Sample of proposed Project Implementation Plan (Timeline and Milestone)

Please provide your Project Implementation Plan, for the **full duration of your project (between 1 to 12 months)**. The implementation plan should include your activities involved, along with project milestones/target achievement and project expenditure as per the activities and targets.

Timeline	Month 1	Month 2	Month 3	Month ...	Month 12
Execution plan	<ul style="list-style-type: none"> ● Activity 1 ● Activity 2 ● Activity 3 	<ul style="list-style-type: none"> ● Activity 1 ● Activity 2 ● Activity 3 	<ul style="list-style-type: none"> ● Activity 1 ● Activity 2 ● Activity 3 	<ul style="list-style-type: none"> ● Activity 1 ● Activity 2 ● Activity 3 	<ul style="list-style-type: none"> ● Activity 1 ● Activity 2 ● Activity 3
Expected milestones or achievement	<ul style="list-style-type: none"> ● Milestone 1 or Target Achievement 	<ul style="list-style-type: none"> ● Milestone 2 or Target Achievement 	<ul style="list-style-type: none"> ● Milestone 3 or Target Achievement 	<ul style="list-style-type: none"> ● Milestone 4 or Target Achievement 	<ul style="list-style-type: none"> ● Milestone 5 or Target Achievement
Expected or proposed SIM grant tranches (only for grant above RM50,00)	Preferred SIM Grant Payment Tranche 1		Preferred SIM Grant Payment Tranche 2	Preferred SIM Grant Payment Tranche 3	

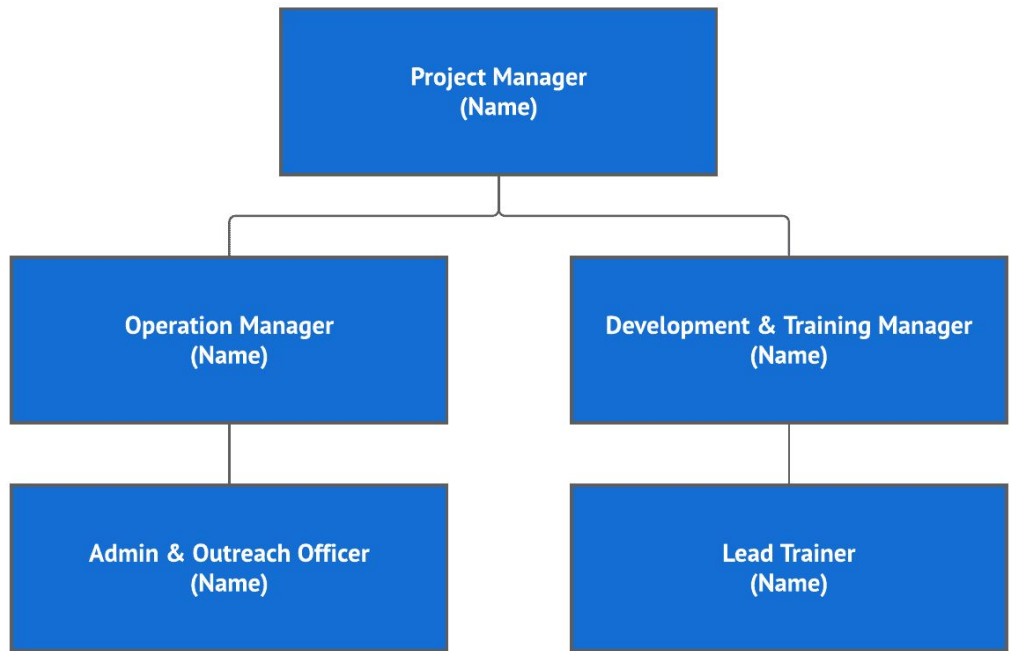
Appendix D: Sample of Past Credentials

Please provide any related past achievement and credentials that are similar to the proposed project to display your organisation's experience in the related field.

Past Credential	
Project Name:	— Please insert the project name
Project Description:	— Please describe the project including the project duration, cost and project stakeholders. — What was your role in the project?
Project Impact / Achievement	— Please provide what the outcome of the project was

Appendix E: Sample of Project Team Structure and Credentials

Please provide the project organization structure for the project along with each team member's roles and responsibility. Below is the sample format for team structure and each team member roles and responsibilities.



Please find below a sample of each team members credentials

Project Team Credentials	
Name:	— Please include the individual’s full name
Project Role:	— Please include the role of the individual
Related experience that contributes to the project	— Please include as many experiences in the past that are related to the project that you are proposing. Include the project description, your role in the project, the duration of the project and the project outcome.
Other related Achievement and Credentials:	— Please include other related credentials and achievements such as academic qualification, past accolades or recognitions, and any other information that are relevant to the project that you are proposing.