

**Application form for support to establishment of coffee production units**



**Coffee and Cocoa Value Chains  
Development (CoCoDEV) project in Uganda**



# GRANT SUPPORT APPLICATION FORM



**PART 1: APPLICANT GENERAL INFORMATION**

- 1. Date of Application (dd/mm/yyyy e.g. 23/08/2023) .....
- 2. Full name<sup>1</sup> of Applicant (individual applicants only) .....
- 3. Full name of Group (e.g., CBOs, Associations, Cooperatives, SMEs, if applicable)  
.....
- 4. Gender (individual applicants only): Male  Female
- 5. Age (individual applicants): 18-35 years  above 35 years
- 6. National Identification Number(s): .....

*\*Please attach a photocopy (both front and back) of valid Ugandan National ID. This applies to both individuals and group Executive Board Members*

- 7. Group registration certificate Number: .....
- \* Please attach copy of a valid a Group Registration Certificate*

- 8. Telephone contacts for the responsible person: .....
- 9. E-mail address for the responsible person (optional): .....

- 10. Location of applicant's proposed planting site:  
Village.....  
Parish / Ward.....  
Sub-county/ Division .....

- 11. Nature of ownership/tenure of land for proposed coffee/cocoa planting. Tick as appropriate.  
Kibanja/Tenant  Mailo Lease  Communal  Others

*\*Please attach a copy of the land title, sales/lease agreement, certificate of customary ownership, or any other evidence*

- 12. Land size (acres) of site to be planted: 10 -19  20 and above
- 13. Experience in coffee/cocoa growing (years): None  1- 5  Over 5
- 14. Evidence of financial capacity to support the application  
Bank statement  Loan agreement  Other

*\*Please attach a copy of the bank statement, loan agreement, etc*

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<sup>1</sup> One can only apply either as an individual or as a group but not both

**PART 2: TECHNICAL INFORMATION**

15. Accessibility to proposed planting site<sup>2</sup>. Tick as appropriate.

Proposed planting site is accessible by road: Yes  No

16. Is there any form of encroachment on the proposed planting site?

Yes  No

17. Which type of coffee/cocoa do you propose to plant?

Robusta coffee  Arabica coffee

18. Which variety of coffee/cocoa do you propose to plant (if applicable)?

.....

19. State the month(s) during which the proposed planting site receives most of the rains during the calendar year. ....

20. Planting Plan: Please indicate your proposed planting plan in the table below.

Year (e.g. 2023)	Planting Season of the year (1 <sup>st</sup> , 2 <sup>nd</sup> )	Planting Targets (acres)
<b>Total</b>		

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<sup>2</sup> Wetlands, road reserves, forested areas, special biodiversity areas and other areas gazetted by government are not allowed.

**PART 3: FINANCIAL INFORMATION**

21. What is your potential source of funding for initial establishment of the coffee / cocoa production?

Own Savings  Family/ Friends  Business partners  Loan from SACCO

Loan from Banks and other credit institutions  others specify

.....

22. Please indicate projected expenditures<sup>3</sup> on planting and maintenance of the coffee /cocoa for the first two years of the project in the table below:

Activity	Rate	Quantity	Costing (UGX)		Total (UGX)
			Year 1	Year 2	
<b>Total</b>					

**Special note:** Applicants with proof of how their project will involve/benefit women and youth must attach it to their application

**DECLARATION**

I, ....., certify that to the best of my knowledge and belief, the information provided by above is accurate and complete. I understand that any misrepresentation made by me in this regard may result in disqualification of this application.

**Signature(s) of the applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**NOTE:** Companies/Associations/Organizations/CBOs must submit stamped applications

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<sup>3</sup> The project will only support: Planting materials (seeds, seedlings, clonal cuttings), Climate change adaptation (shade trees, banana plantlets), Fertilizers (plant nutrition), Pesticides and fungicides.

The Coffee and Cocoa Value Chains Development (COCODEV) Project

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**CHECKLIST:**

**Kindly ensure that you have attached the following essential documents along with your application:**

1. *A duly filled and signed application form for the Matching Grant Scheme.*
2. *A copy of your valid National Identity Card (including both the front and back scans.)*
3. *For companies, cooperatives, associations, partnerships, sole proprietorships, and CBOs only: A copy of the valid registration certificate or other applicable registration documents.*
4. *Proof of land ownership or user rights, which may include documents such as a land title, sales/lease agreement, or certificate of customary ownership.*
5. *Evidence of financial capacity, such as your recent bank statements.*
6. *Any relevant documentation illustrating your expertise in the field of coffee or cocoa, if applicable.*