



# Ayala Foundation USA Grant Eligibility Application

Official Name of Organization:	
Other Names by which the Organization is known:	
Address:	
Tel. Number/s:	Website:
Fax Number/s:	E-mail:
Contact Person:	
Name:	Tel. Number:
Position/Title:	E-mail:

Please answer all questions and include all materials requested. This information is legally required for Ayala Foundation USA's consideration of awarding a grant to your organization.

1. What is the primary purpose of your organization?
  
  
  
  
  
  
  
  
  
  
2. Is your organization officially classified as a non-profit organization by the Government of your city or country?

Yes

No

- A. If **YES**, please indicate your registration number  and attach a copy of your certificate of registration or other evidence of your non-profit status.

B. If **NO**, please explain:

C. Is your organization accredited by the Philippine Council for NGO Certification?

Yes

No

If **YES**, year accredited: \_\_\_\_\_

3. Description of your organization's programs and activities:

(SUBMIT YOUR PROJECT PROPOSAL ALONG WITH THIS FORM)

A. How would a grant from Ayala Foundation USA be used for your programs and activities?

B. Brief description of the project where your grant from Ayala Foundation USA would be used.

C. Major activities of the project and their brief description

D. Cost of the project

Items	Total Cost	Counterpart Budget	Requested Amount

E. Proponent Organization's Project Implementation Track Record

e.1. List of projects implemented by your organization for the past 3 years, objectives and amount of funding:

Project Title	Objectives	Total Funding

e.2. List of the proponent's assisted-organizations for the past 3 years:

Grantee Organizations	Purpose	Nature of Assistance*	Amount

\* Specify if CASH, TECHNICAL ASSISTANCE OR TRAINING

e.3. Background of the proponent's partners for the past 3 years:

Grantee Organizations	Complete Address

4. Does your organization have (please mark with a X the box that applies):

- A Charter or Articles of Incorporation
- SEC Registration Certificate
- BIR Registration Certificate and sample of official receipt
- Current List of Board of Trustees

- Copy of the page in Charter or Articles of Incorporation showing policy in the event of organizational dissolution
- Organizational By-Laws
- Audited Financial Statement for the last 2 years, including fund sources
- Annual Reports for the past 2 years
- Registration and Accreditation papers for the past 2 years
- Complete Project Proposal
- PCNC Certificate or its equivalent

Please send Ayala Foundation USA a copy of the document that has been checked above.

5. Under the laws and policies of your organization, or under your governing charter and by-laws, is your organization permitted to:

A. Engage in activities that are unrelated to your primary purpose, except as an insignificant part of your organization's activities?

Yes       No

If **YES**, please explain:

B. Attempt to influence legislation, except as an insubstantial part of your organization's activities?

Yes       No

If **YES**, please explain:

C. Participate or intervene, directly or indirectly, in any political campaign for or against any candidate for public office?

Yes       No

If **YES**, please explain:

6. Is your organization controlled by any other organization?

Yes  No

If **YES**, please explain:

7. If an educational institution:

- Is it an organization described by Section 170(b)(1)(A)(ii) of the Internal Revenue Code that has adopted and operates pursuant to a racially nondiscriminatory policy as to students?

Yes  No

- Is the primary function of the organization the presentation of formal instruction?

Yes  No

- Does it normally maintain a faculty and curriculum?

Yes  No

- Does it normally have a regularly enrolled body of pupils or students in attendance at the place where its educational activities are regularly carried out?

Yes  No

8. If a hospital:

- Is the principal function of the organization the provision of hospital or medical care?

Yes  No

9. If a church or church-related organization:

- Does the organization conduct religious worship?

Yes  No

- To what extent is the organization connected with or controlled by church?

10. Does your organization deal with any individuals or groups that support local or international terrorism?

Yes  No

11. Please indicate your US-Dollar bank account information for the fund release.

The undersigned officer attests that the foregoing statements and documents attached hereto are complete and accurate:

Name of Organization: \_\_\_\_\_

Authorized Signatory: \_\_\_\_\_

Position: \_\_\_\_\_

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

Notes:

1. Completed application for grant eligibility should be submitted to:

Ayala Foundation USA  
c/o Ayala Foundation, Inc.  
10<sup>th</sup> Floor, Ayala Wing  
BPI Main Building  
6768 Ayala Avenue corner Paseo de Roxas  
Makati City, Philippines

Attention: Chiara L. Cruza  
AF-USA Manager for Philippine Operations

2. Questions should be directed to:

Tel. Number: +(63-2) 752-1064

Fax Number: +(63-2) 813-4487

E-mail: [info@af-usa.org](mailto:info@af-usa.org)



# Ayala Foundation USA Philippine Partner Agreement

On behalf of \_\_\_\_\_ (“Grantee”), I agree that any grant to the “Grantee” from Ayala Foundation USA will be used by the “Grantee” as follows:

- The grant will be used only for the purposes which the “Grantee” described in Part 3B of its Grant Eligibility Application.
- The “Grantee” will submit to Ayala Foundation USA progress and financial reports every 6 months, with the first set of reports due six months after receipt of first grant release.
- The “Grantee” will not use grant funds directly or indirectly for the following:
  - to influence legislation;
  - to influence the outcome of any specific election for candidates to public office or to carry on any voter registration drive;
  - induce or encourage violations of law or public policy or to cause any improper private benefit to occur;
  - to make any grant to an individual or group, other than as part of the “Grantee’s” charitable activities described in Part 3B;
  - to undertake any activity not described in Part 3B; or
  - to support local or international terrorist group activities.
- The grant will not be used for tuition, medical expenses or other economic benefits to a donor or any member of a donor’s family. Though donors are allowed to make recommendations concerning donations, they do not have exclusive right or direct control with regards to the recipient or usage of funds.
- If the “Grantee” is dissolved, or if the “Grantee” is otherwise unable to use the grant for the purpose and activities described in Part 3B, the “Grantee” will promptly return any unexpended grant funds to Ayala Foundation USA. However, the “Grantee” may request for the use the unexpended fund, subject to AF-USA approval.
- If any portion of the grant is used for any purpose other than those described in Part 3B, the “Grantee” will promptly correct this error. If the misuse is not promptly corrected, Ayala Foundation USA may demand the return of the entire grant.
- The “Grantee” may be removed from the AF-USA list of partners if determined through an annual due diligence check to have violated rules and policies concerning eligibility.
- The grant will be used in accordance with the laws of the United States of America.

The "Grantee" understands that a grant from Ayala Foundation USA does not confer upon the "Grantee" any special recognition, endorsement or affiliation with Ayala Foundation USA.

Agreed and accepted by:

"GRANTEE"

AYALA FOUNDATION USA

Date:

Date:

NOTE: This agreement is not legally valid unless signed by an authorized representative of Ayala Foundation USA.