



Ubuntu Community Chest

146 Florida Road, Durban 4001 // PO Box 2171, Durban 4000
Tel: (031) 303 3890 // Fax: (031) 303 4184 // National telephone number: 086 110 11 33
Email: info@giving.org.za // www.giving.org.za
 Community Chest Durban (Ubuntu)

BANK DETAILS: First National Bank, Durban // Branch code: 221426 // Acc. no: 6203 6038 463

AMBIT REQUIREMENTS FOR FUNDING - 2018/2019

Please Note: Do not send supporting documentation at this stage
Closing Date for Submission of Ambit Letter: 30 September 2017

Minimum requirements

- Submit document in writing
 - You must be a registered NPO
 - Operating in the Social Development sector
 - In the Durban and Coastal region of KwaZulu Natal
 - Financial statement* with at least 12 months of operations to report on
- *If a national organization, we require audited financials for your KwaZulu Natal operation only

Post/fax/email us a 2 page overview of your organisation subject: AMBIT 2016/2017 to:

Email: Lungile@giving.org.za or Fax: 031 303 4184 or Post: P O BOX 2171 Durban 4000

DETAILS REQUIRED

1. Contact details: Name, address, phone/fax/email
2. Date of establishment
3. Registration and affiliation details to a Parent Body (if any)
 - a. With whom are you affiliated
 - b. How long has this relationship been in place
4. Governance details
 - a. Type of structure (Voluntary Association/Trust/PBO etc)
 - b. Date of your constitution
 - c. Number of office bearers
5. Accountability information
 - a. When was your last AGM
 - b. Did you present Audited Financial Statements and an Annual Report
6. Services information
 - a. To whom/what/where do you provide services
 - b. What needs you are responding to
7. Staff details
 - a. How many staff are employed
 - b. In which categories e.g. admin, social work, carer
 - c. Part or full-time
8. Evidence of networking to support your service delivery
9. Overall financial position
 - a. Gross budgeted income and expenditures for current year
 - b. Overview of your sources of funding, subsidies and investments