



Republic of Zambia

MULTISECTORAL APPROACH YOUTH EMPOWERMENT PROGRAMME

APPLICATION FORM FOR BUSINESS LOANS

Project Identification Number	
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Type of Project (Specify whether Timber and Honey Value Chain; Plastic Recycling Plants; Small Scale Mining; Micro, Small and Medium Enterprise; Agriculture; Resettlement of Youth in Youth Resettlement Schemes; Skills Development Programme; Youth Innovation Fund; Pave Zambia Youth Empowerment Programme; Construction; Youth Milling Plants; Manufacturing; Youth in the Transport; Energy; Tourism Sectors; and any other)

Date of Application	
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1. BACKGROUND INFORMATION

i) Name of Applicant/Cooperative:

ii) Business Postal Address:
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iii) Physical Address:
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iv) Project Location:

v) Constituency.....District.....Province.....

vi) (a) First Contact Person (Applicant)

Name:

Position in the Business:

Telephone Number:Cell Number.....

Email address:

Gender:

Age:

Green National Registration Card Number (NRC):

(b) Group Secretary

Name:

Position in the Business:

Telephone Number: Cell Number.....

Email address:

Gender:

Age:

Green National Registration Card Number (NRC):

(c) Finance Person

Name:

Telephone Number: Cell Number:

Email Address:

Physical Address:

vii) Shareholders/Executive Members of the Business:

No	Full Names	Nationality	NRC No. (Provide copy of ID)	% share holding	Position in the Business	Male/Female	Physically Challenged (Disabled)	
							Yes	No

2. PROJECT DESCRIPTION

i) Brief history/description of the project (Location and type of activities)

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ii) What will be the Business Impact? In not more than a sentence on each, please indicate the positive impact the business will have on the following:

a) How will your customers benefit from your business?

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b) How will your suppliers benefit from your business?

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.....

3. MARKETING

a) How do you intend to penetrate the market for the proposed business?

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b) Who are your customers for the proposed business?

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c) Who are your competitors for the proposed business?

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d) Who are your suppliers for the business equipment, machinery, commodity, raw materials etc.?

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.....

e) If already operational, how do you intend to grow your business?

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4. JUSTIFICATION OF APPLICATION

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5. PROJECT COST/BUDGET/EQUIPMENT

Working Capital Required:

Total Loan Amount Applied for:

6. PROJECTED INCOME AND EXPENDITURE STATEMENT FOR THE FIRST 12 MONTHS (IF LOAN REQUESTED IS ABOVE K100,000)

Trading Results	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Total Sales												
Cost of Sales												
Gross Profit												
Overheads												
Electricity												
Water												
Rent												
Transport												
Postage												
Salaries & Wages												
Stationary												

Other Costs												
Total Overheads												
Net Profit												

7. LOAN REPAYMENT PLAN FOR THE FIRST 12 MONTHS

Period	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Loan Amount Paid												

8. DECLARATION

I, declare that the information given herein is the correct state of affairs. I will take full responsibility in the event of abuse, mismanagement, defrauding of the equipment and funds provided under this youth empowerment scheme:

Name of applicant:

Signature of applicant:

Date:

9. LIST OF DOCUMENTS TO BE ATTACHED

- i) Copy of Certificate of registration of Youth Group/Cooperative;
- ii) Copy of constitution for the Cooperative;
- iii) Copy of the Green National Registration Card of all Cooperative members; and
- iv) Letter of Recommendation from a District/Provincial Leader.

10. RECOMMENDATION BY THE PROVINCIAL DEVELOPMENT COORDINATING COMMITTEE

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Name:

Designation:

Sign:

Date:

11. DECISION BY THE MINISTRY OF YOUTH, SPORT AND CHILD DEVELOPMENT APPRAISAL COMMITTEE

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Chairman's Name:

Designation:

Signature:

Date:

Secretary's Name:

Designation:

Signature:

Date: