



REPUBLIC OF NAMIBIA  
**OHANGWENA REGIONAL COUNCIL**

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Our ref: 14/4/9

Private Bag 88011  
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01<sup>st</sup> July 2024

**REQUEST FOR PROJECT PROPOSAL FOR ONE REGION ONE INITIATIVE  
PROJECT FOR 2024/2025 FINANCIAL YEAR**

Ohangwena Regional Council hereby invites interested applicants from rural communities, cooperative, and community-based organisations within the Ohangwena Region to submit their project proposal for One Region One Initiatives (OROI) at their respective constituency. The region seeks project proposals that leverage local resources to create value-added products or services suitable for both domestic and international market, with the overarching goal of enhancing rural livelihoods through innovation, income and employment opportunities.

The OROI embodies a holistic approach to rural development, centred on community activation, product development, and marketing. OROI aims to identify and promote products unique to the region, fostering economic growth through Small and Medium Enterprise (SME) development within rural communities. Thus, below are the specific objectives of OROI Programme:

- Promote innovation and value addition of local resources;
- Facilitate capacity building and transferring skills and technology;
- Promote and improve access to markets for locally produced products;
- Enhance income generation opportunities through SMEs development for rural communities; and
- Enhance food production and food security.

**Selection criteria/Requirements**

- All project proposal must have project's name(s)
- Applications must reside in rural areas of the Ohangwena Region, including youth, disadvantaged groups, and women.

*All official correspondence must be addressed to the Chief Regional Officer*

- Existing groups (established for more than one year) are eligible, as opposed to newly formed ones.
- Groups must demonstrate strong community ties as supplier of raw materials or producers of final products.
- Groups must be widely accepted within their community and contribute to community empowerment.
- Applicants should be willing to produce or already producing value-added products from locally available resources.
- Capacity to produce marketable products locally or globally is essential.
- A drive for success, coupled with appropriate business ideas, is paramount.
- Applicants should possess business acumen and experience in the sustainable use of natural resources.
- Submission of a comprehensive business plan, including marketing strategies, is required.
- Accuracy of the information on the business ideas;
- Consistency of group activities with OROI Concept; and
- Relevance of group activities to regional potential

Project Proposal should be submitted at constituency offices together with Application Form. Application Forms are available at constituency offices. Completed applications should be strictly submitted at constituency offices on or before **02<sup>nd</sup> August 2024**. All enquiries should be directed to Control Administrative Officers at respective Constituency offices or Chief Community Liaison Officer at (065- 264300) during official working hours.

  
 Chief Regional Officer  
 Ohangena Regional Council





**1. GENERAL INFORMATION**

- (1) Name of group: \_\_\_\_\_
- (2) Constituency/ village /settlement: \_\_\_\_\_
- (3) Postal address: \_\_\_\_\_
- (4) Physical address: \_\_\_\_\_
- (5) Telephone number: \_\_\_\_\_
- (6) Fax number: \_\_\_\_\_
- (7) Name of contact person: \_\_\_\_\_
- (8) Cell phone number of the contact person: \_\_\_\_\_
- (9) E-mail address of the contact person: \_\_\_\_\_
- (10) Total number of members: \_\_\_\_\_  
 Number of women: \_\_\_\_\_  
 Number of men: \_\_\_\_\_  
 Number of youth (age between 16-35, within women and men): \_\_\_\_\_  
 Number of member with disability (within women and men): \_\_\_\_\_
- (11) Ownership of the group:  
 By the community    By the Government    By individuals  
 By others (Specify: \_\_\_\_\_)
- (12) Year of establishment: \_\_\_\_\_
- (13) Type of business: \_\_\_\_\_
- (14) Bank account of the group:  Yes    No
- (15) Company Registration:  Yes    No

Note: Please attach a copy of the Company Registration & the member list of your group.

**2. PROJECT INFORMATION****2.1 BACKGROUND** (*Describe why and how the project was started*)

**2.2 PROJECT PURPOSE** *(Describe expected achievement through your project activities)*

**2.3 PROJECT ACTIVITIES** *(Describe main activities of the project currently carried out)*

**2.4 PROJECT BENEFICIARIES** *(Describe direct and indirect beneficiaries through the project activities – who and how)*

**2.5 OTHER SUPPORT** *(Indicate funds, trainings and other support from other organisations which the project has received so far)*

**3. BUSINESS DESCRIPTION****3.1 PRODUCT DESCRIPTION**

- (1) Main products or services: \_\_\_\_\_
- (2) Source of materials, suppliers and means of purchase

**(3) Licence/permission necessary to deal with your products or services**

- Obtained (Specify names and registration numbers of licence/permission  
\_\_\_\_\_)
- In process (Specify the name of  
licence/permission \_\_\_\_\_)
- None

**3.2 BUSINESS INFRASTRUCTURE**

- (1) Land:  Allocated  In process  Own property  
(Size: \_\_\_\_\_ m<sup>2</sup>)
- (2) Factory and storage:  Built  Under construction  Under consideration  Home  
(Size: \_\_\_\_\_ m<sup>2</sup>)
- (3) Power supply:  Installed  Under construction  Under consideration  None
- (4) Water supply:  Water pipe  Borehole  None  Others (specify \_\_\_\_\_)
- (5) Transport:  Own vehicle  Public transport  Bicycle  
 Others (specify \_\_\_\_\_)
- (6) Communication tools:  Landline  Cellphone  Fax  Post  E-mail  
 Others (specify \_\_\_\_\_)

**3.3 EQUIPMENT** *(Indicate facilities, machines and tools you have obtained for the production)*

**3.4 BUSINESS PARTNERS** (Indicate name of your business partners and type of partnership)

**3.5 FINANCIAL INFORMATION**

(1) Sales in the past 12 months

Item	Quantity	Unit price	Sub-total (N\$)
Grand total			

(2) Expenditure in the past 12 months

Item	Quantity	Unit price	Sub-total (N\$)
Grand total			

(3) Profit/Loss Calculation in the past 12 months

	Amount (N\$)
Grand Total of Sales: (1)	
Grand Total of Expenditure: (2)	
Difference: (1) – (2)	





(4) Strength/uniqueness of your products/services compared with the competitors' products/services

#### **4. BUSINESS PLAN**

**4.1 EXPECTED OUTPUTS** (*Describe what you intend to achieve after one year*)

**4.2 PRESENT SITUATION** (*Describe problematic phenomena in comparison with the outputs in relation to your business activities mentioned 4.1*)

**4.3 KEY CHALLENGES** (*Describe specific objectives which you need to tackle in order to achieve the outputs. In other word, what do you need to do to fill the gap between the outputs and present situation?*)

**4.4 BUSINESS STRATEGIES** (*Explain how you deal with the key challenges*)

**4.5 TYPE OF SUPPORT** (*Describe the kinds of support you are requesting from OROI Programme*)

**4.6 MOTIVATION** (*Explain reasons why you need the support from OROI Programme to tackle your key challenges*)

**4.7 PROJECTION OF BUSINESS PERFORMANCE****(1) Sales for the next 12 months**

Item	Quantity	Unit price	Sub-total (N\$)
Grand total			

**(2) Expenditure for the next 12 months**

Item	Quantity	Unit price	Sub-total (N\$)
Grand total			

**(3) Profit/Loss Calculation in the next 12 months**

	Amount (N\$)
Grand Total of Sales: (1)	
Grand Total of Expenditure: (2)	
Difference: (1) – (2)	

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Name of Group Leader: \_\_\_\_\_

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

Signature: \_\_\_\_\_

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

<u>FOR OFFICIAL USE ONLY (ORO) Regional Committee</u>	
Receipt No.: _____	Date: _____
Name of Officer: _____	
Signature of Officer: _____	