



LADY KHAMA CHARITABLE TRUST GRANT GUIDELINES

The Lady Khama Charitable Trust (LKCT) grant program addresses issues of early childhood development and people living with disabilities. In special circumstances, the trust will support once off capital projects.

Funding will be based on a series of variables, one of which is having a good track record in good governance and financial discipline; as well as the human resource capacity to carry out its activities. *Priority will be given to grant requests that leverage the greatest amount of sustainable impact.*

LKCT Grant Application Guidelines

Before you begin filling out the LKCT Grant Application please take the time to review LKCT's mandate; focus on improving the lives of vulnerable woman and children. If you require assistance, please get in contact with us at grants@ladykhamatrust.org or call us on +267 393 4501.

Format:

- All application submissions need to be provided in the grant application format (NO EXCEPTIONS) and sent to grants@ladykhamatrust.org.
- All application submissions have to be typed (No hand written applications will be accepted)
- All application submissions and supporting documents must be emailed to grants@ladykhamatrust.org
- Please take special note to our deadlines, proposals received after the deadlines might be considered for the next cycle of funding.

Other considerations:

- Fill out all sections of the grant application. If you think an area does not apply to you, please write something to support that.
- For section B, under proposal description, you can attach a separate document, please reference if done so.

LKCT Grant Making Process

LKCT Grant Review Time Line:

- **First Quarter Submission Deadline:** Last day of February
- **Second Quarter Submission Deadline:** Last day of May
- **Third Quarter Submission Deadline:** Last day of August
- **Fourth Quarter Submission Deadline:** Last day of November

Time line for Grants Funding

Grant Application Received	Within the stated dates above
Internal Review	Within 1 week of receipt of submission
Board Review	At Board Meeting
Application that are approved get notified	Within 3 days after board meeting
Site Visit	After Board Review