**APPLICATION FORM FOR WORKS (TE BOOMA NI BUBUTI TE BUOKA)**

1. **GENER**AL (Rongorongo)

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| **Name of applicant Island Council:** (Te Kauntira) | |
| **Name and position of authorised person to submit application** (Aran ao nakoan te aomata are e kataua bwa e na kanakoa te boona ni bubuti) | |
| Address (Te tabo ni maeka) | |
| **Phone, email or other contact details:** (Te aro n reitaki ma ngkoe e,g, tareboon, te emeeri etc) | |
| **What are you requesting be funded (title of sub-project)?**<br>(Aran te Karikirake) | |
| **Location (Island, Village(s), where on the village):**<br>(Te tabo are e na tei iai te karikirake (abamakoro, kaawa): | |
| **Total Cost of Project:**<br>(Botan boon te Karikirake) | |
| **Amount requested from KOIRAP:**<br>(Te mwaiti ae ko bubuti man KOIRAP): | |

**Commented [A1]:** Modified for further clarification

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| **Project duration:**<br><br>(Maanin karaoan te karikirake): | **Time for detailed design and getting any permissions or approvals required** (Tai ibukin karekean tamnein ma kariaia aika a kainanoaki) _____<br><br>**Time for procurement of materials on the site** (Maanin kaboan ma karokoan bwain te Karikirake) _____<br><br>**Time for actual works** (Maanin karaoan te mwakuri) _____ |

**2. ORGANISATION and MANAGEMENT** (Babarongan te Karikirake)

**2.1 Council Committee and Department responsible for the project** (Te rabwata are e na tararua wakinan te Karikirake)

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**2.2 Names and positions of responsible officer(s) in the Council for implementing the subproject** (Araia ma nakoaia te koraki n te Kauntira ake a na karaoa te karikirake)

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**2.3 Names of any other partners who will be collaborating with the Council to implement the subproject (e.g., NGO, church, women's group, etc) and the contact person name in this partner(s)** (Araia rabwata ake a na ibuobuoki ibukin kabobongaan te karikirake n aron te botaki n Aro, Botaki n Aine atr):

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**Commented [A2]:** Maybe a standard design for rainwater harvesting, Tamana pump, solar pump etc, will be done by MISE or other. So all who apply for rainwater harvesting will use the same design.

Also procurement can be done by KOIRAP for bulk procurement. It will avoid shortage of materials in the local market.

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**2.4 Accomplishments of the Island Council in the past ten years to meet the needs of the island population *(include relevant experience and achievements, highlighting any achievements addressing climate change; and an explanation of how the description you provide makes your Council an appropriate grantee).***

(Baika e a tia ni karaoi te Kauntira tebwina te ririki n nako ibukin kainnanoia ana botanaomata ibukin buokan kanganga man Bibitakin kanoan bong

ao ni kabwarabwara bwa e aera ko riai n anganaki te buoka aei)

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**3. PROJECT DESCRIPTION** (KAMATATAN TE KARIKIRAKE)

**3.1 What is the problem that this project is trying to address, and why it is a problem (*give as much detail as you can to support your claim, and include***

***photos if possible?)*** *(Tera te kanganga ae e na kataia te Karikirake ni katokia, ao bukin tera ngkai bon te kanganga (Anga raoi am*

*kabwarabwara ni kamatoa am bubuti, ao kairii tamnei ngkana e kona ibukin kakoauana)*

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**3.2 What does the project involve (*give details, e.g. installing 4 rainwater tanks and 30m of guttering on xx primary school)***

*(Tera ae kainnanoia te Karikirake (n aron, kanimwan 4 tangke ni karaua, 30m te kawawaa ao ina nim raoi iaa ke n te kateitei raa)*

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**3.3 What is the expected lifetime of the project, both with regular maintenance, and without regular maintenance?**

Tera katautauan manin te karikirake aio ngkana e a tia, n ikotaki ma te onobwai, ao ngkana akea naba te onobwai?

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**3.4 Attach map (can be hand-drawn or on GoogleEarth) showing where works are to be undertaken, and any other features of importance (a separate sheet can be attached if space provided is not enough).** (Karekea te mwabe (e kona ni koreaki n te bai ke kabonga googleEarth) ni kaotia bwa e na karaoaki iaa te mwakuri ao rongongona riki tabeua.

**3.5 Attach drawing (can be hand drawn) showing works to be undertaken, measurements, and any specifications, *(e.g. if rainwater system, give layout including dimensions and height of roof, where tanks would be located, where tap stands would be located, and any other details).***

**A separate sheet can be attached if space provided is not enough.**

(Kairia ma am tamnei (e kona ni koreaki n te bai) ni kaoti mwakuri ake a na wakinaki, ma kabwarabwana raoi (n aron rawean te karau, ana abakin ke rietan te kaabwa, a na nim iaa taian tangke, a na nim iaa taian taebo ao tabeua riki). Kabongana te bwebwa teuana ngkana e aki tau ikai.

**3.6 What are the skills and specialised machinery required to undertake the project? *(Give as much detail as possible, e.g. may require a skilled person to undertake design, or an excavator if a pipe is underground)*** (Tera rabakau ma mitin ke bwai ni mwakuri aika a kainanoaki ni karaoan te kateitei aei? *(anga raoi kabwarabwarana, e.g. e tangira te aomata ae beeba bwa e na karaoa te tamnei, ke te bwai kabo timanti etc)*

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**3.7 What risks and constraints need to be considered?** ***(For example, land use, training, technical assistance, equipment, land ownership)***

**What can be done to minimise and manage these risks?** (Tera kanganga ke totoko aika a riai n karinaki n te babaire? (N aron, kabongan te aba,

tangiran te reirei, kainnanoan ae mwatai ke iai ana beba n reirei iaon te mwakuri, bwai ni mwakuri, te bwaibwai n te aba). Tera ae na karaoaki n tobwai kanganga aikai.

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**4. OPERATION OF PROJECT (WAKINAN TE KARIKIRAKE)**

**4.1 Who will own the project?** ***(Give as much detail as possible*)** (Antai ae na bwaina te karikirake aei? *Anga kabwarabwarana)*

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**4.2 Approximately how many will benefit from the project, and who are the people who will benefit*? (E.g. gender, whether it will be a particular religious group or disadvantaged group)*** (Tao mwaitira aika a na buokaki man te karikirake aei?

*(iraman aine, mmwane, ataei, kaara, aika a raka aroia)*

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**4.3 How will the system be operated and who will operate it *(e.g. if a water supply may need to be turned on once a day)***

(E na kanga kabutan te karikirake aei *(n aron taina n tii ao n toki, e na kaboaki, etc.)*

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**4.4 How will maintenance be funded and undertaken *(give as much detail as possible, e.g. if a water supply may need cleaning once a week and replacement of a filter once a month).*** (E na kanga ni mwanenaki te onobwai nakon te karikirake? *Kabwarabwara raoi n aron tao kaboan te raumea ni katoa namwakaina).*

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**4.5 What risks and constraints need to be considered with regards the operation, maintenance and monitoring? What can be done to minimise and manage these risks?** (Tera kanganga ma ruanikai aika a karinaki n te babaire ibukin kamwakurana, onobwaiana ma tararuana? Ao tera ae e kona ni karaoaki ni kauarerekei kanganga aikai)?

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5**. UNDERTAKING OF PROJECT**

**5.1 Who will actually do the work? Do you need any skilled personnel from outside the Council and outside the community**

**need to be involved, and if so, give details of how you intend to obtain these personnel, will they be aid or voluntary, etc.** (Antai ae na bon karaoa te mwakuri? Kam na kainnanoia aomata aika rabakau mai tinanikun te Kauntira ao te kaawa bwa ana kateirakeaki, ao ngkana eng, kabwarabwara bwa kona kanga ni karekeia aomata aikai, ana mwakuri n ibuobuoki ke n anganano, etc.)

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**5.2 Who would be the responsible person for overseeing the works to ensure they meet the design standards, and what skills or**

**experience do they have in this, and how will the supervision be undertaken? (**Antai aika a na katabeaki ibukin tararuan te mwakuri bwa e kaea nanon are e kantaningaki ke n aron are n te tamnei, ao tera rabakauia ni karaoa aei, ao antai aika a kaira te mwakuri?)

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**5.3 Do you need materials or tools from another island or from overseas? If so what materials**? (Kam kainnanoa bwain te karikirake man aaba tabeua ke mai itinanikun Kiribati? Ngkana eang ao baikara bwai aikanne?

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**6. BUDGET for PROJECT**

**Attach a table with a list of items that require funding (include materials, labour and tools), and state the budget for each item, the amount of money that is being requested from KOIRAP Project, and the amount of money that will be provided from other contributions (Council Budget, other Government grant, or in-kind (the Council must show its commitment to the proposed subproject through financial and/or in-kind contribution).**

**The table should also state the source of each item. Attach a separate sheet of paper to illustrate your budget following the example below:**

(Kanimwa te taibora ma karinanin bwaai aika a kainnanoa mwanenakiia (n aron bwaai, taan mwakuri, bwai ni mwakuri), ao katerea bwa mwaitira te kataumwane ibukin teuana ma teuana, mwaitin te mwane ae kainnanoaki man KOIRAP, ao mwaitin te mwane ae na reke man aanga riki tabeua (Kataumwane te Kauntira, mwane man te Tautaeka, ke bwaai (E riai te Kauntira ni boutokaa te karikirake n ana anganano te mwane ke bwaai).

E na oti naba iaon te taibora te tabo are e reke mai iai te bwai. Kanimwa te bwebwa ae okoro ni kabwarabwara am kataumwane n aron ane e kaotaki inano.

## Project Budget Example

| ITEM | UNIT | QUANTITY | UNIT PRICE | TOTAL BUDGET REQUIRED (A) | AMOUNT FROM KOIRAP (B) | AMOUNT FROM OTHER SOURCE (C) | IN-KIND CONTRIBUTION (D) | SOURCE OF ITEM |
|---|---|---|---|---|---|---|---|---|
| e.g. cement | bags | 500 | $20/bag | $10,000 | $10,000 | 0 | 0 | South Tarawa |
| e.g. gutter | m | 50 | $20/m | $100 | $100 | 0 | 0 | Overseas |
| e.g. general labour | Days | 5 people for 15 days | $20/day | $1,500 | 0 | | $1,500 | village |
| e.g. skilled labourer (foreman) | Days | 15 | $50 | $750 | $750 | | | Skilled person to be engaged from another village |
| e.g. wheelbarrow | No | 1 | $200 | $200 | | $100 (from project x) | $100 | South Tarawa |
| Freight | Trips | 1 | $5,000 | $5,000 | $5,000 | | | Boat from Sth Tarawa |
| Maintenance for five years | Years | 5 | $100 | $500 | | | $500 | Fund-raising in community |
| **TOTAL** | | | | **$8,050** | **$5,850** | **$100** | **$2,100** | |

note: A=B+C+D

**Commented [A3]:** 1.The table is the same except add a formula below so the applicants can follow.
2.Column 6 or cell B has been corrected to KOIRAP

## 7. TIMELINE for PROJECT

**Attach a timeline showing all the steps involved in the project, including detailed designs (note designs must be approved by the relevant Ministry), any permits, procurement of materials, and works, as well as when monies would be required.** (Kanimwa te taibora ae kaoti taai ao mwakuri ake a karaoaki nte karikirake, n raonaki n tamnein te karikirake (a riai ni kabwaataki iroun te Bootaki ni Mwakuri are tabena), bebwa ni kariaia, boobwai ibukin bwain te karikirake, mwakuri, ao taai ake e na kainnanoaki iai te mwane.

| Implementation – when project materials arrive on the island | | | | | | | | | | | | | | | | | |
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| **Activities** | **Responsible** | **January/weeks** | | | | **February/weeks** | | | | **March/weeks** | | | | **April/weeks** | | | |
| 1. Materials arrived on the island, recorded and stored in safe place (council) | KOIRAP/IDO and Clerk | | | | | | | | | | | | | | | | |
| 2. Materials delivered to site and recorded with community Leader | IDO and Council | | | | | | | | | | | | | | | | |
| 3. Workplan discussed with community and engineer | Engineer and grantee | | | | | | | | | | | | | | | | |
| 4. Local materials delivered to site by communities (sand and gravel etc) | Grantee/KOIRAP | | | | | | | | | | | | | | | | |
| 5. Implementation commenced | Engineer/Council/Grantee | | | | | | | | | | | | | | | | |
| 6. Tank base works constructed | Grantee/KOIRAP | | | | | | | | | | | | | | | | |
| 7. Guttering fixed | Grantee/KOIRAP | | | | | | | | | | | | | | | | |
| 8. Water tanks and taps installed | Grantee/KOIRAP | | | | | | | | | | | | | | | | |
| 9. Issues identified and reported/solved | Council/KOIRAP | | | | | | | | | | | | | | | | |
| 10. Project completed | | | | | | | | | | | | | | | | | |
| 11. Project inspection | KOIRAP/MISE | | | | | | | | | | | | | | | | |
| 12. Project handover to community or grantee | Council/community/KOIRAP | | | | | | | | | | | | | | | | |
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**Commented [A4]:** The timeline is also modified that includes "Responble" in column 2 with examples of activities related to rainwater harvesting system

**8) APPROVAL DETAILS**

**Name of Island Council** (Aran te Kauntira) …….

**Authorising Signatories** (Taan tiaaina aika a kariaiakaki)

| **Name** (Ara) | **Role** (Nakoam) | **Signature** (Tiaaina) | **Date** (Bongin namakaina) |
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| 1. | Clerk to island council | | |
| 2. | Chairperson to island council (mayor) | | |
| 3. | Island Development officer | | |

**Commented [A5]:** This used to be a "treasurer", now that the Focal person is the IDO, hence reflected in the form as well