



**YTM SOCIAL IMPACT GRANT
APPLICATION GUIDELINES**

Version 1.0

June 2022

YTM Social Impact Grant Application Guidelines

1.1 BACKGROUND

Yayasan TM (“YTM”) is embarking on a transformation journey towards a purpose driven social impact foundation with the aim of delivering an even greater impact to the society at large. YTM will spearhead and consolidate Corporate Responsibility (CR) initiatives across TM Group by focusing on three strengthened pillars namely Education, Community & Nation Building and Tourism, Culture & Heritage.

YTM in support of TM Group as a Government-Linked Company (GLC) and New TM focus on the Environment, Social and Governance (ESG) aspect of the business as well as further strengthening the TM Group’s aspirations as Human-Centered Technology company in enabling Digital Malaysia.

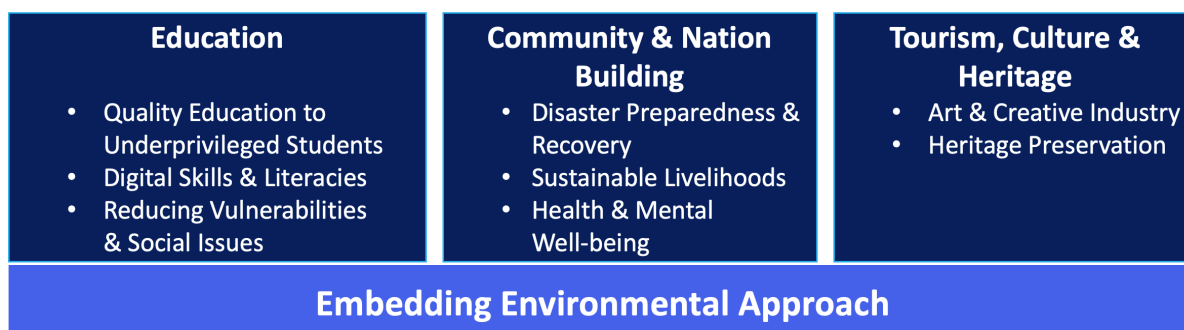
YTM will adopt a more collaborative model to run our programmes, with emphasis on connectivity reach and digital solutions; to support the overall ecosystem with like-minded organisations such as Non-Governmental Organisation (NGO), Civil Society Organisation (CSO), Social Enterprise, Foundation, Government & Regulatory Agency and Community to deliver greater socio-economic outcomes for our beneficiaries.

Starting in 2022, YTM will offer a grant to expand the reach and impact of sustainable programme aligned with our vision. We welcome proposals that support any of YTM’s three pillars, including the Environment, to provide a meaningful social impact for both the nation and communities.

The proposals should include scalability and replicability of the programme, opportunities to advocate for policy change for the better, how its impact can transform or catalyse further progress in the affected issue or area, as well as the sustainability of the programme.

1.2 TERMS OF REFERENCE

In line with YTM’s transformation journey in 2021, we now focus on the three strengthened pillars, namely Education, Community & Nation-Building, and Tourism, Culture & Heritage, to implement impactful programmes, especially for marginalised communities. Therefore, we look for proposals that aligned with YTM aspirations, which will potentially have a greater chance of approval.



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There are **two (2) types of grants** will be offered:

Grant Type	YTM Social Impact Gold Grant	YTM Social Impact Silver Grant
Project Duration	Mid-Term: 6 months – 1 year	Short-Term: 3 months – 6 months
Grant Amount (RM)	RM100,000 – RM250,000	RM50,000 to RM100,000

Below are the focus areas and type of programmes that we may support for each pillars as your application guidelines.

A) EDUCATION

Focus Area	Quality Education to Underprivileged Student	Digital Skills & Literacies	Reducing Vulnerabilities and Social Issues
Type of Programme	Programme to focus on assisting underprivileged students to improve education outcomes	Programme to empower youngster with latest IR4.0 technology and skills	Programme to educate on environmental awareness; safety; physical and mental health, personal care, hygiene; etc.
Location	Nationwide		
Desired Outcomes	Achieve full potential through quality education and lifelong learning.	Produce a generation of digital literacy with the IR4.0 knowledge and skills while increasing their potential and readiness for 21st-century employment.	Enhance students' knowledge of a sustainable environment, promote better physical and mental health, personal care, hygiene, safety, etc.

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B) COMMUNITY & NATION BUILDING

Focus Area	Disaster Preparedness & Recovery	Sustainable Livelihood	Health & Mental Well-being
Type of Programme	Empowering the community in building resilience through preparedness and recovery programmes.	Supporting marginalised communities, including women, special needs community, senior citizen, Orang Asli as well as B40 community	Promote the mental health and well-being of the community through education and awareness programs, including providing emotional and psychological assistance.
Location	Nationwide		
Desired Outcomes	Communities in need have the necessary knowledge and skills in dealing with disasters during the preparedness and recovery phases.	Marginalised communities have knowledge and skills such as digital and entrepreneurial skills and are exposed to digital/latest solutions to generate more sustainable income.	Increased the level of awareness and knowledge of Communities on health/mental health and have the potential to reduce social problems.

C) TOURISM, CULTURE & HERITAGE

Focus Area	Arts & Creative Industry	Heritage Preservation
Type of Programme	Programme that supports innovation, digital, vibrancy and creativity within the Malaysia's arts, creative and cultural sector.	Programme on preservation of intangibles cultural heritages for example, songs, music, drama, language and crafts etc.
Location	Nationwide	
Desired Outcomes	Build a stronger community through arts, creative and culture by intensifying the use of digital and innovation technologies for sustainable future.	Preservation and conservation, knowledge sharing of Malaysia's intangible cultural heritage for future generations.

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D) ENVIRONMENT (can be part of the three pillars above)

Focus Area	Creating Sustainable Environment
Type of Programme	Programs to create awareness of the importance of caring for the environment while preserving and conserving natural resources, ecosystems, marine, flora and fauna.
Location	Nationwide
Desired Outcomes	Increasing the awareness of the importance of caring for the environment and implementing environmental conservation and preservation activities among the community.

1.3 ELIGIBILITY OF APPLICATION

The following section sets out the criteria for submitting, selecting and implementing the programmes supported by YTM.

1.3.1. Eligibility of Applicants

In order to be eligible for a grants, the applicant must:

YTM Social Impact Gold Grant	YTM Social Impact Silver Grant
Legally and locally registered with relevant authorities (Registrar of Societies or the Companies Commission) in Malaysia or a registered company under the Companies Act 1965 for social enterprises or a registered organisation under the Trustees (Incorporation) Act 1952.	Legally and locally registered with relevant authorities (Registrar of Societies or the Companies Commission) in Malaysia or a registered company under the Companies Act 1965 for social enterprises or a registered organisation under the Trustees (Incorporation) Act 1952.
Have been formed and registered at least two years prior to being considered for YTM's grant award.	Have been formed and registered at least one year prior to being considered for YTM's grant award.
Track record of projects or programmes implementation for the past two years .	Track record of projects or programmes implementation for the past one year .
Be directly responsible for the preparation and management of the proposal and not be acting as an intermediary .	Be directly responsible for the preparation and management of the proposal and not be acting as an intermediary .
Demonstrate capacity and structures in place to immediately commence the project.	Demonstrate capacity and structures in place to immediately commence the project.
Have an internal audit process for its annual audit.	Have an internal audit process for its annual audit.

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Other related eligibility criteria

- Applicants may submit other program proposal applications at the same time. Example: Program proposals for different focus areas.
- Applicant can be a social enterprise - defined as organisations or registered companies whose primary mission is to support a social cause, and have a revenue source that is able to sustain their mission
- Public institutions and consultancy may apply as co-applicants with another NGOs/CSOs as the core applicant

1.3.2. Eligibility of Programmes

Types of activities which may be supported under the YTM Social Impact Grant:

Inclusivity

- Activities that target and address the needs of the bottom 50% of underserved, vulnerable and marginalised communities in Malaysia
- Activities that promote social inclusivity, economic empowerment and building of human capital; and are able to restart or generate new economic activities to sustain the community
- Activities with innovative solutions to existing social issues

Service delivery

- Educational and training activities relevant to YTM's Pillars.
- Provision of social services, including counselling services (mental wellbeing and psychosocial support to vulnerable communities etc.) and protection of vulnerable women and children

Other eligibility criteria

- Proposed project must align to one or more of YTM's Pillars
- Proposed programme must demonstrate the ability to produce measurable outputs (short-term results), outcomes (mid-term results) and social impact (long-term results) in a selected focus areas.
- Applicant must demonstrate the ability of the proposed programme to become a sustained part of the community resources upon its completion
- Applicants must demonstrate the ability of the proposed program to be enhanced or expanded across various regions/districts in Malaysia or the recipient and the ability of the project to be implemented in different areas or communities.
- Proposed activities should create and encourage multifaceted change in areas that promotes a better future for communities in Malaysia

The following types of initiatives are **non-eligible**:

- Direct donations or grants to individuals
- Initiatives concerned only or mainly with individual sponsorships for participation in workshops, seminars, conference and congress; or for studies or training courses
- Initiatives addressing health problems or any other that are not within YTM's Pillars and focus areas.
- Initiatives that support political campaigns.
- Initiatives essentially focused on construction activities, purchase of equipment, purchase and/or renovation of building or offices for commercial purposes.

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- Initiatives aimed predominantly at charitable donations and profit-making activities.
- Initiatives which are already funded by YTM and undertaken before the date of contract signature.
- Initiatives that provide beneficiaries with immediate relief such as providing food aid, sanitary items, infant and childcare items, masks, PPEs and disinfectants.
- Religious-based activities.

1.3.3. Eligibility of Costs

YTM will only support 'eligible costs'. The categories of costs that are non-eligible are indicated below. It is in the applicant's interest to provide a realistic and cost-effective budget.

INELIGIBLE COST

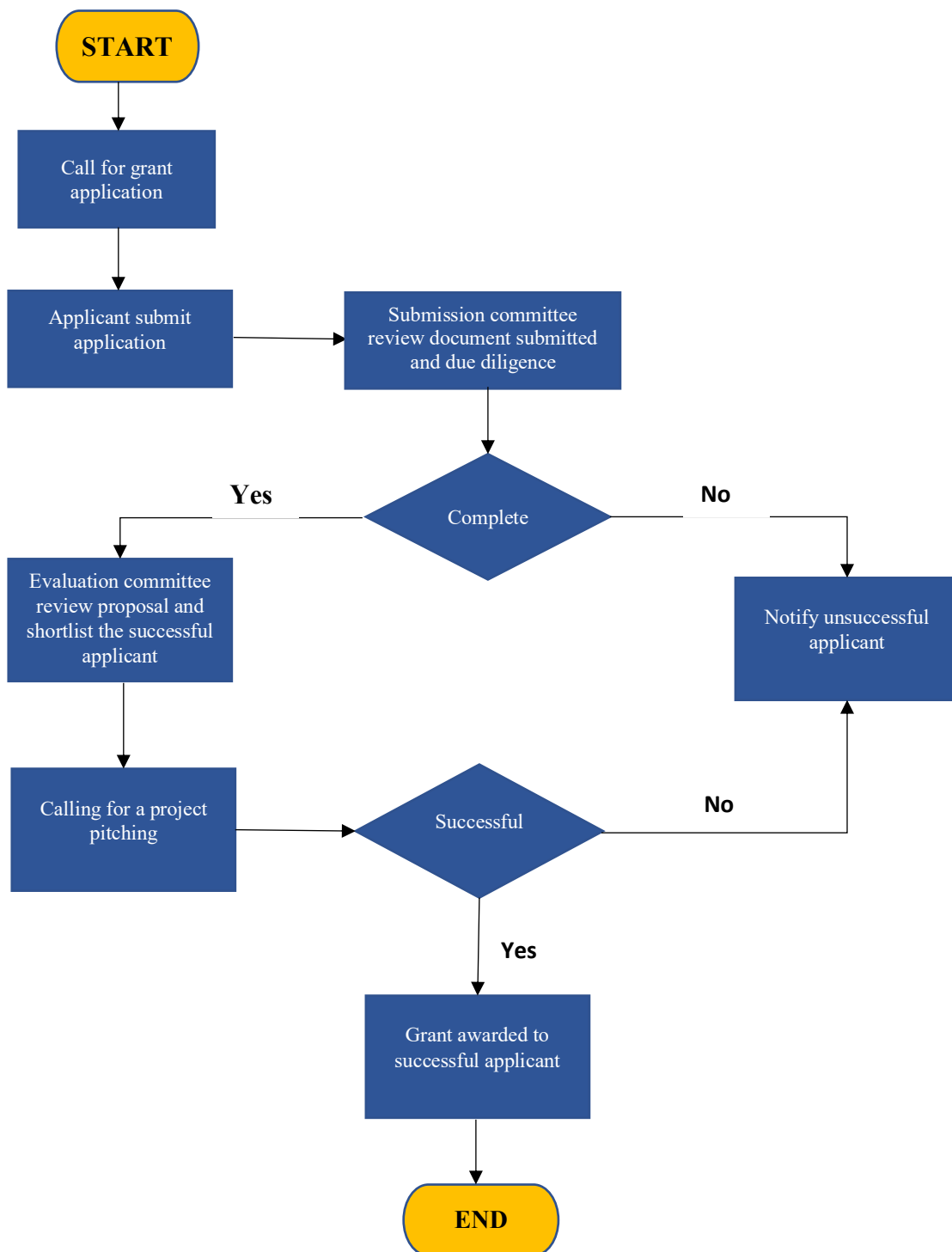
1. Custom and import duties, or any other charges
2. Purchase or leasing of land and existing buildings
3. Fines, financial penalties and expenses of litigation
4. Bank charges, costs of guarantees and similar charges
5. Conversion costs, charges and exchanges losses, as well as other purely financial expenses
6. Contribution in kind
7. Depreciation costs
8. Debts and debt service charges
9. Provision for losses or potential future liabilities
10. Credit to third parties
11. Salary costs of the personnel of national or public administration

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1.4 APPLICATION PROCESS

For a step-by-step guide on how to apply the grant, please click our online grant application link available on <https://www.tm.com.my/yayasantm/pages/ytmgrant.html>. The flowchart depicts YTM's Social Impact Grant application process.

YTM SOCIAL IMPACT GRANT APPLICATION PROCESS FLOW



YTM Social Impact Grant Application Guidelines

1.4.1 Completing the Application Form

Only eligible applicants will be allowed to submit an application for YTM Social Impact Grant. In order to assess if your organisation would be eligible to apply, please complete the Eligibility Checklist form (available for download at the Grants page of the YTM website).

Please complete the Application Form (as per sample) carefully and as clearly as possible. Some fields are required and must contain a response. If your response is Not Applicable, you must state it as such.

Any major inconsistencies in the Application Form may lead to a rejection of the application. Full applications must be in English or Bahasa Malaysia.

Only completed Application Form(s) together with accompanying relevant documentation, will be reviewed. It is therefore of utmost importance that these documents contain all relevant information concerning the proposal. These documents are:

- Copy of certificate of registration with ROS, ROC or any related registration bodies.
- Eligibility Checklist.
- YTM Social Impact Gold Grant - Audited financial accounts and/or recent activities/programmes report for the past one year.
- YTM Social Impact Silver Grant - Audited financial accounts for the recent two years.
- Most recent publications, news articles, social media presence or other relevant materials about the organisation or the project, if applicable (these are optional, non-submission will not affect evaluation of proposal).

You may submit more than one application of different project at each grant cycle.

Applicants may request for further clarification during the application process. **Questions may be sent by email to yayasantm.grant@tm.com.my no later than seven working days before the deadline.**

Timeline of the YTM Social Impact Grant application for year 2022 as below:

Activity	Date
Grant Application Opening	16 June 2022
Submission of Grant Application Close	31 August 2022
Pitching Session & Award	September – October 2022
Fund Disbursement	November 202
Project Kick-Off & Implementation	December 2022

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1.5 EVALUATION AND SELECTION OF APPLICATION

Grant applications will be reviewed and deliberated by the respective YTM Social Impact Grant Committee.

All applicants will be assessed on:

1. Relevance and alignment of projects to YTM's Pillars, specifically our focus areas as stipulated in Item 1.2
2. Alignment to one or more of the Sustainable Development Goals (SDGs)
3. Relevance to communities in need
4. Costs and budgets
5. Delivery and implementation capacity and capability

Pitching sessions will be arranged between applicants and YTM for shortlisted applications for a further presentation on the project implementation plan and other related matters to the project.

The quality of the applications, including the implementation plan and proposed budget, will be evaluated using the specific evaluation criteria.

The applicant will get disqualified from YTM Social Impact Grant should the applicant provided false information.

1.6 NOTIFICATION OF DECISION

YTM Social Impact Grant Approval Committee will review and deliberate the applications. Applicants who are shortlisted will be invited for a pitching session and may be asked to revise their application as deemed necessary before final approval.

Applicants will be notified via email and followed by a contract offer based on the YTM Social Impact Grant Agreement if the grant application is successful.

1.7 FUND DISBURSEMENT

Following the decision to offer the grant, the applicant will be offered a contract based on the YTM Social Impact Grant Agreement which will include a mutually agreed final program proposal, work plan and reporting schedule.

The YTM team will communicate with the applicant to discuss the methods and phases of fund payment, according to the timeline and project activities/requirement.

1.8 BRANDING GUIDELINES

Any branding visibility which include online and/or printed, design of promotional materials, logos and project names must comply with TM's branding guidelines and obtain prior approval from YTM.

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1.9 MONITORING AND REPORTING

YTM will monitor the progress of the project from time to time. Applicants must also record each project progress with appropriate data collection and photos/videos for reporting purposes.

A complete report containing the latest project status and progress must be submitted according to the agreed schedule using the template provided by YTM.

Applicants may be asked to arrange further discussions if necessary.

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