Generic Statement of Capacity, Certification, & Representation

For European Union Grants (2016)
KAMPUCHEAN ACTION FOR PRIMARY EDUCATION

1.1. APPLICANT'S EXPERIENCE OF SIMILAR ACTIONS

Maximum 1 page per action. Please provide a detailed description of actions managed by your organisation over the past three years.

This information will be used to assess whether you have sufficient and stable experience of managing actions in the same sector and of a comparable scale to the one for which a grant is being requested.

Project title:		Sector (see Section 3.2.2 of Section 3):				
Location of the action (EUR)		lead manager or partner	Donors to the action (name) ¹	Amount contributed (by donor)	Dates (from dd/mm/yyyy to dd/mm/yyyy)	
Objectives and the action	nd results of					

¹ If the Donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State.

2 THE APPLICANT

EuropeAid ID number ²	KH-2009-BWT-2702363062
Name of the organisation	Kampuchean Action for Primary Education

2.1. IDENTITY

Information requested under this point need only be given in cases where there have been modifications or additions as compared to the information given in the Concept note form.

The applicant's contact details for the purpose of this action:	kape@kapekh.org, vanna@kapekh.org
Legal Entity File number ³	
Abbreviation	KAPE
Registration Number (or equivalent)	612 SKN
Date of Registration	28 July 1999
Place of Registration	Phnom Penh, Cambodia
Official address of Registration	#56 National Highway 7, Kampong Cham Town, Kampong Cham Province, CAMBODIA
Country of Registration 4 / Nationality 5	CAMBODIA
E-mail address of the Organisation	kape@kapekh.org
Telephone number: Country code + city code + number	+855 12 342 322
Fax number: Country code + city code + number	
Website of the Organisation	www.kapekh.org

Any change in the addresses, phone numbers, fax numbers and in particular e-mail, must be notified in writing to the Contracting Authority. The Contracting Authority will not be held responsible in case it cannot contact an applicant.

This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/europeaid/work/onlineservices/pador/index_en.htm

³ If the applicant has already signed a contract with the European Commission

⁴ For organisations.

⁵ For individuals.

All applicants must encode then information in points 3.2, 3.3 and 3.4 under their PADOR registration and it is not necessary to complete these in the paper application. See also Section 2.2 of the guidelines for applicants.

2.2. PROFILE

Legal status	Officially registered
Profit-Making	□ Yes □x No
NGO	□x Yes □ No
Value based ⁶	□ Political □ Religious □ Humanistic
	□x Neutral
Is your organisation linked with another entity?	□ Yes, parent entity: (please specify its EuropeAid ID:) □ Yes, controlled entity(ies) □ Yes, family organization / network entity ⁷ □ x No, independent

2.2.1. Category

r	-	·
Category ⁸	Public	Private
Category	□ Public Administration	
	□ Decentralised representatives of	☐ Implementation Agency
	Sovereign States	☐ University/Education
	□ International Organisation	☐ Research Institute
	□ Judicial Institution	☐ Think Tank
	□ Local Authority	☐ Foundation
	□ x Implementation Agency	☐ Association
	□ University/Education	☐ Media
	□ Research Institute	☐ Network/Federation
	□ Think Tank	☐ Professional and/or Industrial
	□ Foundation	Organisation
	□ Association	☐ Trade Union
	□ Media	☐ Cultural Organisation
	□ Network/Federation	☐ Commercial Organisation
	□ Professional and/or Industrial	☐ Other Non State Actor
	Organisation	
	□ Trade Union	
	□ Cultural Organisation	
	□ Commercial Organisation	

⁶ Please choose only one set of values.

⁷ E.g. confederation / federation /Alliance.

Please specify 1) the Sector to which your organisation belongs, as defined in its statutes (or equivalent document): Public (established and/or funded by a public body) OR Private (established and/or funded by a private entity); 2) in the appropriate column, the Category to which your organisation belongs (ONE CHOICE ONLY).

2.2.2. Sector(s)⁹

<u> </u>	11			Education
	11	111		Education
		111	11110	Education, level unspecified
$\Box X$			11110	Education Policy & Admin. Management
			11120	Education Facilities And Training
$\Box X$			11130	Teacher Training
$\Box X$			11182	Educational Research
		112		Basic education
$\Box X$			11220	Primary Education
$\Box X$			11230	Basic life skills for youth and adults
			11240	Early childhood education
		113		Secondary education
$\Box X$			11320	Secondary education
$\Box X$			11330	Vocational Training
		114		Post-secondary education
$\Box X$			11420	Higher Education
			11430	Advanced Tech. & Managerial Training
	12			Health
		121		Health, general
			12110	Health Policy & Admin. Management
			12181	Medical education/training
			12182	Medical Research
			12191	Medical Services
		122		Basic health
			12220	Basic Health Care
			12230	Basic Health Infrastructure
			12240	Basic Nutrition
			12250	Infectious Disease Control
			12261	Health Education
			12281	Health Personnel Development
	13			Population programmes
		130		Population polices/programs and reproductive health
			13010	Population Policy And Admin. Mgmt
			13020	Reproductive Health Care
			13030	Family planning
			13040	Std Control Including HIV/Aids
			13081	Personnel development for population & reproductive health
	14			Water Supply and Sanitation
		140		Water supply and sanitation
		-	14010	Water Resources Policy/Admin. Mgmt
			14015	Water Resources Protection
			14020	Water supply & sanitation - Large systems
			14030	Basic drinking water supply & basic sanitation
			14040	River Development
			14050	Waste Management/Disposal
			14081	Education & training in water supply and sanitation
	15		14001	Government and Civil Society
	13	151		Government and civil society, general
		131	15110	Economic and development policy/planning
			13110	Leonomic and development poney/planning

 $^{^9}$ Please tick the box for each sector your organisation has been active in the past 7 years. The sectors come from the DAC list set up by the OECD

		15100	D 111
		15120	Public sector financial management
		15130	Legal and judicial development
		15140	Government administration
		15150	Strengthening civil society
		15161	Elections
		15162	Human Rights
		15163	Free Flow Of Information
		15164	Women's equality organisations and institutions
	152		Conflict prevention an resolution, peace and security
		15210	Security system management and reform
		15220	Civilian peace-building, conflict prevention and resolution
		15230	Post-conflict peace-building (UN)
		15240	Reintegration and SALW control
		15250	Land mine clearance
		15261	Child soldiers (prevention and demobilisation)
16			Other Social Infrastructure and Service
		16010	Social/welfare services
		16020	Employment policy and admin. mgmt.
		16030	Housing policy and admin. management
		16040	Low-cost housing
		16050	Multisector aid for basic social services
		16061	Culture and recreation
		16062	Statistical capacity building
		16063	Narcotics control
		16064	Social mitigation of HIV/AIDS
21			Transport and Storage
	210		Transport and storage
		21010	Transport Policy & Admin. Management
		21020	Road Transport
		21030	Rail Transport
		21040	Water Transport
		21050	Air Transport
		21061	Storage
		21081	Education & Training In Transport & Storage
22			Communications
	220		Communications
		22010	Communications Policy & Admin. Mgmt
		22020	Telecommunications
		22030	Radio/Television/Print Media
		22040	Information and communication technology (ICT)
23			Energy
	230		Energy generation and supply
		23010	Energy Policy And Admin. Management
		23020	Power Generation/Non-Renewable Sources
		23030	Power Generation/Renewable Sources
		23040	Electrical Transmission/Distribution
		23050	Gas distribution
		23061	Oil-Fired Power Plants
		23062	Gas-Fired Power Plants
			Coal-Fired Power Plants Coal-Fired Power Plants
		23063 23064	Nuclear Power Plants Nuclear Power Plants
		23065	Hydro-electric Power Plants
		23066	Geothermal energy

			23067	Solar energy
			23068	Wind power
П			23069	Ocean power
			23070	Biomass
			23081	Energy education/training
			23082	Energy research
	24		23002	Banking and Financial Services
		240		Banking and financial services
		210	24010	Financial Policy & Admin. Management
			24020	Monetary institutions
			24030	Formal Sector Financial Institutions
			24040	Informal/Semi-Formal Financial intermediaries
			24081	Education/trng in banking & fin. services
	25		24001	Business and Other Services
	23	250		Business and other services
		230	25010	Business support services and institutions
			25020	Privatisation
	31		23020	Agriculture, Forestry and Fishing
	31	311		Agriculture Agriculture
		311	31110	
			31110	Agricultural Policy And Admin. Mgmt Agricultural development
				Agricultural development Agricultural Land Resources
			31130	E
			31140	Agricultural Water Resources
			31150	Agricultural inputs
			31161	Food Crop Production
			31162	Industrial Crops/Export Crops
			31163	Livestock
			31164	Agrarian reform
			31165	Agricultural alternative development
			31166	Agricultural extension
			31181	Agricultural Education/Training
			31182	Agricultural Research
			31191	Agricultural services
			31192	Plant and post-harvest protection and pest control
			31193	Agricultural financial services
			31194	Agricultural co-operatives
		212	31195	Livestock/Veterinary Services
		312	21210	Forestry
			31210	Forestry Policy & Admin. Management
			31220	Forestry development
			31261	Fuel wood/charcoal
			31281	Forestry education/training
			31282	Forestry research
		212	31291	Forestry services
		313	21212	Fishing
			31310	Fishing Policy And Admin. Management
			31320	Fishery development
			31381	Fishery education/training
			31382	Fishery research
			31391	Fishery services
	32			Industry, Mining and Construction
		321		Industry
			32110	Industrial Policy And Admin. Mgmt

			32120	Industrial development
			32120	
				Small and medium-sized enterprises (SME) development
			32140	Cottage industries and handicraft
			32161	Agro-Industries
			32162	Forest industries
			32163	Textiles - leather & substitutes
			32164	Chemicals
			32165	Fertilizer plants
			32166	Cement/lime/plaster
			32167	Energy manufacturing
			32168	Pharmaceutical production
			32169	Basic metal industries
			32170	Non-ferrous metal industries
			32171	Engineering
			32172	Transport equipment industry
			32182	Technological research and development
		322		Mineral resources and mining
			32210	Mineral/Mining Policy & Admin. Mgmt
			32220	Mineral Prospection And Exploration
			32261	Coal
			32262	Oil and gas
			32263	Ferrous metals
			32264	Non-ferrous metals
			32265	Precious metals/materials
h			32266	Industrial minerals
			32267	Fertilizer minerals
			32268	Offshore minerals
		323	32200	Construction
		323	32310	Construction Policy And Admin. Mgmt
	33		32310	Trade and Tourism
	33	331		
		331	22110	Trade policy and regulation
			33110	Trade Policy And Admin. Management Trade facilitation
			33120	
			33130	Regional trade agreements (RTAs)
			33140	Multilateral trade negotiation
			33181	Trade education & training
		332		Tourism
			33210	Tourism Policy And Admin. Management
	41			General Environment Protection
		410		General environmental protection
			41010	Environmental Policy And Admin. Mgmt
			41020	Biosphere protection
			41030	Bio-diversity
			41040	Site Preservation
			41050	Flood Prevention/Control
			41081	Environmental education/training
			41082	Environmental research
	43			Other multisector
		430		Other multisector
			43010	Multisector Aid
			43030	Urban Development And Management
			43040	Rural Development
			43050	Non-agricultural alternative development
			.2020	

□ 43081 Multisector education/training □ 51 General budget support □ 510 General budget support □ 51010 General budget support □ 52 Development food aid/food security □ 520 Development food aid/food security assistance □ 520 Food Aid / Food Security Programmes □ 530 Other commodity assistance □ 53030 Import support (capital goods) □ 53040 Import support (commodities) □ 60 Action relating to debt □ 60010 Action relating to debt □ 60020 Action relating to debt □ 60040 Rescheduling and refinancing □ 60061 Debt for development swap ○ther debt swap Other debt swap □ 60063 Debt buy-back □ 72 Emergency and distress relief	
□ 51 General budget support □ 510 General budget support □ 52 Development food aid/food security □ 520 Development food aid/food security assistance □ 52010 Food Aid / Food Security Programmes □ 53 Other commodity assistance □ 53030 Import support (capital goods) □ 53040 Import support (commodities) □ 60 Action relating to debt □ 60010 Action relating to debt □ 60020 Action relating to debt □ 60030 Relief of multilateral debt Rescheduling and refinancing Debt for development swap □ 60062 Other debt swap □ 60063 Debt buy-back	
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□ 520 Development food aid/food security assistance □ 53 Other commodity assistance □ 530 Other commodity assistance □ 53030 Import support (capital goods) □ 53040 Import support (commodities) □ 60 Action relating to debt □ 60010 Action relating to debt □ 60020 Debt forgiveness □ 60040 Rescheduling and refinancing □ 60061 Debt for development swap □ 60062 Other debt swap □ 60063 Debt buy-back	
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□ 60061 □ 60062 □ 60063 Debt for development swap Other debt swap Debt buy-back	
□ 60062 Other debt swap □ 60063 Debt buy-back	
□ 60063 Debt buy-back	
☐ 720 Emergency and distress relief	
☐ 72010 Material relief assistance and services	
☐ 72040 Emergency food aid	
☐ 72050 Relief coordination; protection and support services	
☐ 73 Reconstruction relief and rehabilitation	
☐ 730 Reconstruction relief and rehabilitation	
☐ 73010 Reconstruction relief and rehabilitation	
☐ 74 Disaster prevention and preparedness	
☐ 740 Disaster prevention and preparedness	
☐ 74010 Disaster prevention and preparedness	
□ 91 Administrative costs of donors	
□ 910 Administrative costs of donors	
□ 91010 Administrative Costs	
□ 92 Support to NGO	
□ 920 Support to NGO	
□ 92010 Support to national NGOs	
□ 92020 Support to international NGOs	
□ 92030 Support to local and regional NGOs	
□ 93 Refugees	
□ 930 Refugees (in donor countries)	
□ 93010 Refugees (in donor countries)	
□ 99 Unallocated/unspecified	
□ 998 Unallocated/unspecified	
□ 99810 Sectors Not Specified	
□ 99820 Promotion of Development Awareness	

2.2.3. Target group(s)

□ All
□ Child soldiers
□x Children (less than 18 years old)
□x Community Based Organisation(s)
□ Consumers
□ Disabled
□ Drug consumers
□x Educational organisations (school, universities)
□ Elderly people
☐ Illness affected people (Malaria, Tuberculosis, HIV/AIDS)
□ Indigenous peoples
□ Local authorities
□ Migrants
□ Non Governmental Organisations
□ Prisoners
□ Professional category
□ Refugees and displaced
□ Research organisations/Researchers
□ SME/SMI
□x Students
□ Urban slum dwellers
□ Victims of conflicts/catastrophies
□ Women
□x Young people
□ Other (please specify):

2.3. CAPACITY TO MANAGE AND IMPLEMENT ACTIONS

2.3.1. Experience by sector

Sector	Year(s) of Experience	Experience in the past 7 years	Number of Projects in the past 7 years	Estimated Amount (in thousand Euros) in the past 7 years
Primary Education	☐ Less than 1☐ 1 to 3 years☐ 4 to 7 years☐ x 7 years +	☐ Less than 1 year☐ 1 to 3 years☐ 4 to 7 years☐ x 7 years +	□ 1 to 5 □ 6 to 10 □ x 11 to 20 □ 21 to 50 □ 51 to 200 □ 200 to 500 □ 500+	□ Less than 1 □ 1 to 5 □ 5 to 20 □ 20 to 50 □ 50 to 100 □ 100 to 300 □ 300 to 1.000 □ x1000+ □ Unknown
Secondary Education	☐ Less than 1☐ 1 to 3 years☐ 4 to 7 years☐ x 7 years +	☐ Less than 1 year☐ 1 to 3 years☐ 4 to 7 years☐ x7 years +	□ 1 to 5 □x 6 to 10 □ 11 to 20 □ 21 to 50 □ 51 to 200 □ 200 to 500 □ 500+	□ Less than 1 □ 1 to 5 □ 5 to 20 □ 20 to 50 □ 50 to 100 □ 100 to 300 □ 300 to 1.000 □ x 1000+ □ Unknown
	☐ Less than 1☐ 1 to 3 years☐ 4 to 7 years☐ 7 years +	☐ Less than 1 year☐ 1 to 3 years☐ 4 to 7 years☐ 7 years +	□ 1 to 5 □ 6 to 10 □ 11 to 20 □ 21 to 50 □ 51 to 200 □ 200 to 500 □ 500+	□ Less than 1 □ 1 to 5 □ 5 to 20 □ 20 to 50 □ 50 to 100 □ 100 to 300 □ 300 to 1.000 □ 1000+ □ Unknown

2.3.2. Experience by geographical area

By Geographical area (country or region)	Year(s) of Experience	Number of Projects in this geographical area in the past 7 years	Estimated Amount (in thousand Euros) invested in this geographical area in the past 7 years
CAMBODIA	☐ Less than 1 year☐ 1 to 3 years☐ 4 to 7 years☐ 7 years +	□ 1 to 5 □ 6 to 10 □ x 11 to 20 □ 21 to 50 □ 51 to 200 □ 200 to 500 □ 500+	□ Less than 1 □ 1 to 5 □ 5 to 20 □ 20 to 50 □ 50 to 100 □ 100 to 300 □ 300 to 1.000 □ x 1000+ □ Unknown

Indicative list of regions

- Europe EU
- Europe non-EU
- Eastern Europe
- Central America
- South America
- South-East Asia
- North-East Asia
- South Asia
- Central Asia
- Mediterranean
- Gulf Countries
- Eastern AfricaCentral Africa
- Western Africa

□ Less than 1 year □ 1 to 3 years □ 4 to 7 years □ 7 years +	□ 1 to 5 □ 6 to 10 □ 11 to 20 □ 21 to 50 □ 51 to 200 □ 200 to 500 □ 500+	□ Less than 1 □ 1 to 5 □ 5 to 20 □ 20 to 50 □ 50 to 100 □ 100 to 300 □ 300 to 1.000 □ 1000+ □ Unknown	 Southern Africa Indian Ocean Caribbean Pacific
□ Less than 1 year	□ 1 to 5	□ Less than 1	
\Box 1 to 3 years	□ 6 to 10	□ 1 to 5	
□ 4 to 7 years	□ 11 to 20	□ 5 to 20	
□ 7 years +	□ 21 to 50	□ 20 to 50	
	□ 51 to 200	□ 50 to 100	
	□ 200 to 500	□ 100 to 300	
	□ 500+	□ 300 to 1.000	
		□ 1000+	
		□ Unknown	

Cross-reference of experience by Sector and by Geographical area:

Sector(s)	Geographical area(s) (country or region, as identified
(as selected in 3.2.2)	previously)
Primary Education	CAMBODIA
Secondary Education	CAMBODIA

2.3.3. Resources

• Financial data

Please provide the following information, if applicable, on the basis of the profit and loss account and balance sheet of your organisation, amounts in thousand Euros

Year	Turnover or equivalent	Net earnings or equivalent	Total balance sheet or budget	Shareholders' equity or equivalent	Medium and long-term debt	Short-term debt (<1 year)
N^{10}						
N-1						
N-2						

 $^{^{10}}$ N = previous financial year.

• Financing Source(s)

Please tick the source(s) of the revenues of your organisation and specify the additional information requested

Year	Source	Percentage (total for a given year must be equal to 100%)	Number of fee- paying members (only for source = Member's fees)
N	□EU		N/A
N	☐ Member States Public Bodies		N/A
N	☐ Third Countries Public Bodies		N/A
N	☐ United Nations		N/A
N	□x Other International Organisation(s)	100%	N/A
N	□ Private Sector	_	N/A
N	□ Member's fees	_	_
N	□ Other (please specify):	_	N/A
N	Total	100%	N/A

Year	Source	Percentage (total for a given year must be equal to 100%)	Number of fee-paying members (only for source = Member's fees)
N – 1	□EU		N/A
N – 1	☐ Member States Public Bodies		N/A
N-1	☐ Third Countries Public Bodies		N/A
N-1	☐ United Nations		N/A
N-1	☐ Other International Organisation(s)		N/A
N-1	□ Private Sector		N/A
N-1	□ Member's fees		
N-1	☐ Other (please specify):		N/A
N-1	Total	100%	N/A
N-2	□EU		N/A
N-2	☐ Member States Public Bodies		N/A
N-2	☐ Third Countries Public Bodies		N/A
N-2	□ United Nations		N/A
N-2	☐ Other International Organisation(s)		N/A
N-2	□ Private Sector		N/A
N-2	□ Member's fees		
N-2	☐ Other (please specify):		N/A
N-2	Total	100%	N/A

Furthermore, where the grant requested exceeds EUR 500 000, please provide the references of the external audit report established by an approved auditor for the last financial year available. This obligation does not apply to international organisations nor to public bodies

Year	Name of approved auditor	Period of validity
N		From dd/mm/yyyy to dd/mm/yyyy
N – 1		From dd/mm/yyyy to dd/mm/yyyy

From	dd/mm.	/x/x/x/x/ ta	o dd/mm	/x/x/x/x/
TIOIII	uu/IIIII/	* V V V U	o uu/iiiii	· v v v v

N-2

• Number of staff (full-time equivalent)

please tick one option for each type of staff

Type of staff	Paid	Unpaid
HQ Staff: recruited and based in	□ < 10	□ < 10
Headquarters (located in Developed Country)	$\Box x > 10 \text{ and } < 50$	$\Box > 10 \text{ and} < 50$
	$\Box > 50 \text{ and} < 100$	$\Box > 50 \text{ and} < 100$
	□ > 100	□ > 100
	□ N/A	□ N/A
Expat Staff: recruited in Headquarters	□x < 10	□ < 10
(located in Developed Country) and based in Developing Country	$\Box > 10 \text{ and} < 50$	$\Box > 10 \text{ and} < 50$
	$\Box > 50 \text{ and} < 100$	$\Box > 50 \text{ and} < 100$
	□ > 100	□ > 100
	□ N/A	□ N/A
Local staff: recruited and based in	□ < 10	□ < 10
Developing Country	$\Box > 10 \text{ and} < 50$	$\Box > 10 \text{ and} < 50$
	$\Box > 50 \text{ and} < 100$	$\Box > 50 \text{ and} < 100$
	□x > 100	□ > 100
	□ N/A	□ N/A

2.4. LIST OF THE MANAGEMENT BOARD/COMMITTEE OF YOUR ORGANISATION

Name	Profession	Function	Country of Nationality	On the board since
Mr. Heang Koy	Development Professional	Chairman	Cambodia	2004
Mr. Bun Rithy	Development Professional	Vice Chairman	Cambodia	2004
Though That	Civil Servant	Member	Cambodia	2005
Ms. Hem Mony	Educator	Member	Cambodia	2005
Mr. Chhay Typa	Educator	Member	Cambodia	2007