

From  
the People of Japan



# Spreading Smiles throughout the World



Grant Assistance for  
Grass-Roots Human  
Security Projects



Ministry of Foreign  
Affairs of Japan



“The Project for Construction of Kun Long Basic Education High School in Kun Long Township”, Shan State Republic of the Union of Myanmar, FY2013

## The “KUSANONE” program spreads joy throughout the world.

Going to school, receiving medical treatment at a hospital, drinking clean water, and living in a safe area without land mines.....

There are many countries and regions throughout the world where the residents cannot live under such decent conditions.

In order to directly connect with people living in such areas and supply them with what they truly need, it is necessary not only to provide assistance through the governments of developing countries and international organizations, but also to cooperate with a wide range of community-based organizations working at the grass-roots level.

It is with this perspective in mind that the Grant Assistance for Grass-Roots Human Security Projects (KUSANONE) was established.

Although each project may be small in scale, it is Japan’s unique assistance program to meet the diverse needs of local communities by directly supporting the development activities run by NGOs and local governments, rather than by national (central) governments.

This program is unique to Japan, so it is called “KUSANONE” to reflect its Japanese name.

The KUSANONE program aims to achieve a world where no one is left behind and all people can live with peace of mind by “promptly” holding out a hand to “every single person” in “every corner”.

Over the 30 years since the program was established, we steadily expanded the types of support provided, and now our grants currently support initiatives in 141 countries and one region.

Many smiles and words of gratitude which we have received in return from program beneficiaries are manifestations of our efforts.

We intend to continue to expand the KUSANONE program and spread joy throughout the world.

The Grant Assistance for Grass-Roots Human Security Projects is commonly referred to as “KUSANONE” in Japan.

“Kusa” means “grass” and “Ne” means “roots” in Japanese.



“The Project for Improving Elementary School No. 1 in Chagar CityIslamic”, Republic of Mauritania, FY2015



“The Project for Expanding Charbonnages Elementary School”, Gabonese Republic, FY2013



# KUSANONE 30 Years of History

The KUSANONE, which started as the “Small Scale Grant Assistance” program in 1989, will be celebrating its 30th anniversary in 2018. Over these years, the grant program continued to be carried out, even as the name changed to “Grant Assistance for Grass-Roots Projects” in 1995 and then to the current name in 2003. Compared to the outset, the number of projects implemented, the number of countries funded, and the grant amounts have increased significantly. Japan will continue to forge ahead with people around the world through these activities, which will mark 30 years in 2018.



## KUSANONE's 30 Years of History



2018

Introduced “KUSANONE for Japanese Local Government Partnership” scheme / Reached cumulative total 27,015 projects funded

2016

Introduced “KUSANONE for Public-Private Partnership” scheme / Reached milestone of funding over 20,000 projects

2009

2008

**Celebrated 20-year anniversary**

Changed name of program to “Grant Assistance for Grass-Roots Human Security Projects”

2003

Reached milestone of funding over 10,000 projects

2002

Reached milestone of funding projects in over 100 countries / introduced “KUSANONE for Recycling” scheme & “KUSANONE for Micro Credit” scheme

1999

1998

**Celebrated 10-year anniversary**

Changed name to “Grant Assistance for Grass-Roots Projects”

1995

Introduced “KUSANONE for Anti-Personnel Landmine counter measures” scheme

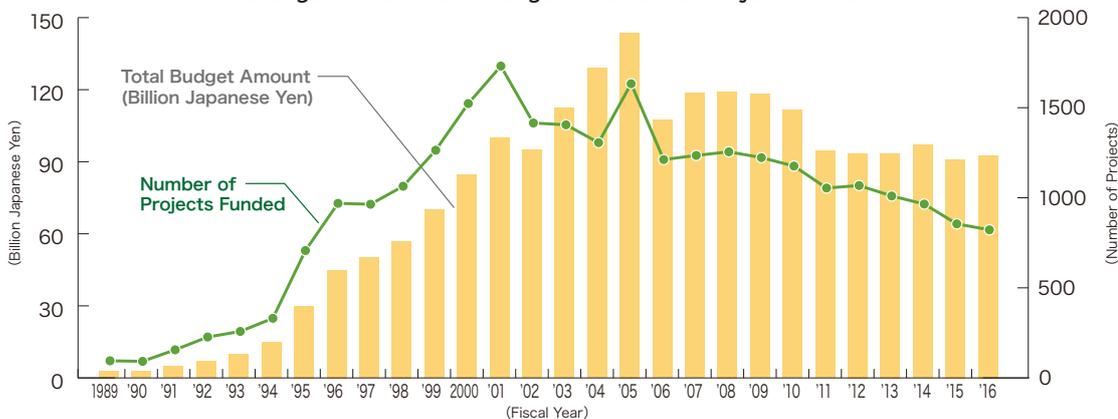
1992

**“Small Scale Grant Assistance” scheme was founded**

Initiated activities in 32 countries

1989

Changes in KUSANONE Budget & Number of Projects Funded



### Column



### KUSANONEKO

This character was presented in the Global Festa JAPAN 2017 exposition which was held in Tokyo in 2017, prior to the 30th anniversary since the establishment of the KUSANONE. The cute character, which is holding a blade of grass, brings smiles to the faces of people around the world.

\*“Kusa” in Japanese means “grass” and “neko” means “cat.” Kusano-neko (Grass Kitty) is a play on the words KUSANONE (Grant Assistance for Grass-Roots Human Security Projects).

### Photographs Pictured on This Page

(Upper left) Federal Republic of Nigeria  
“The Project for Construction of Local Education Authority Primary School Gwako in Gwagwalada Area Council in the Federal Capital Territory”, FY2010  
(Lower left) Solomon Islands  
“The Project for Provision of Ambulance for the Operations of Unexploded and Abandoned Ordnance (UXO/AXO) Removal”, FY2012

(Upper right) Islamic Republic of Pakistan  
“The Project for Expansion of Primary and Middle School in Swabi, Khyber Pakhtunkhwa”, FY2010  
(Lower right) Federal Democratic Republic of Ethiopia  
“The Project for the Construction of the Telavi Bridge and Road in the Wuchale Woreda, North Shewa Zone, Oromia Regional State”, FY2012

# Before and After

Brighter Futures Achieved through "KU·SA·NO·NE"

## Islamic Republic of Iran

**"The Project for Construction of Prefabricated School Houses in Khuzestan Province", FY 2015**

Recipient Organization: Khuzestan Province's Education Office

Before



In this village where nomads reside, school classes were often held outside and in tents. Hence improving the educational environment was an issue that needed to be addressed.

After



We offered support with prefabricated school houses that are both sturdy and capable of quickly achieving their purpose. Nomadic children are now able to attend classes indoors, in a safe environment, even when it is windy and rainy outside.

## Islamic Republic of Pakistan

**"The Project for Expansion of Primary School in Lashora, Khyber Agency, FATA", FY2013**

Recipient Organization: (Local NGO) LAMP (LAMP: Learning Awareness and Motivation Programme)

Before



In this FATA community, which is one of areas of Pakistan where development is most delayed, children were forced to go to school outdoors. With our support, children started having classes inside of a school, and their parents were greatly relieved.

After



## Democratic Republic of the Congo

**"The Project for Construction of Hand Driven Water Well in Maluku Commune", FY2016**

Recipient Organization: Women's Association for Total Development

Before



Image of the area before we provided support for constructing a water well. Locals were using unsanitary river water and were walking several kilometers to get water at the closest well.

After



Image of handover ceremony. As soon as we conducted the ceremonial tape cutting, locals rushed to fill their bottles with water. They expressed great joy over being able to drink safe water.

### Kingdom of Thailand

#### “The Project for Building Waste Treatment Facilities to Promote Resource Recycle and Reuse”, FY2013

Recipient Organization: Voluntary Association for Public and Society



Unable to keep up with processing the large amounts of waste that are generated, foul smells, insect damage, and other problems started to emerge. To respond to these problems, we implemented a recycling project to improve the locals' capacity to collect and process waste themselves. Recycled products, such as the one shown in this image, are becoming popular amongst the locals.

### Republic of El Salvador

#### “The Project for Improving Elementary School in Los Zapes Hamlet of Izalco”, FY2016

Recipient Organization: (Local NGO) Elementary School Operations Committee for Los Zapes Hamlet in Chorro Arriba Village



These are the provisional classrooms that were being used before we provided assistance. Students were unable to focus on due to the noisy environment, and classes were often cancelled due to weather conditions on rainy days.



These are the newly built classrooms after we provided support. The students are now able to attend class in a safe and learning-friendly environment. On the day of the completion ceremony, the children waved Japanese and El Salvadorian flags and expressed their gratitude and admiration towards Japan.

### Kingdom of Tonga

#### “The Project for Upgrading of Water Supply System for Fua'amotu Village”, FY2012

Recipient Organization: Fua'amotu Village Water Committee



Due to the aging of the water supply facilities that were installed in 1986, supply cut-off and other issues often occurred. However, after upgrading the facilities, there is a stable and sufficient supply of water.

### Republic of Kenya

#### “The Project for the Renovation of a Maternity Ward at Kiptulwa Dispensary”, FY2014

Recipient Organization: Kiptulwa Dispensary



This is the former outpatient ward at Kiptulwa Dispensary before we provided support. There were plans to renovate the outpatient ward into a maternity ward but plans were suspended due to a lack of funding.

Newly renovated building, complete with full array of medical equipment. Mothers can now feel at ease with giving birth in a sanitary environment.

Scheme



**KUSANONE Scheme**

The Grant Assistance for Grass-Roots Human Security Projects is commonly referred to as “KUSANONE” in Japan. “Kusa” means “grass” and “Ne” means “roots” in Japanese.

- The KUSANONE is a framework that essentially supports local NGOs and local public organizations that are working in eligible countries and regions, rather than the governments of those countries, in order to respond to various development needs in a prompt and precise manner, but on a comparatively small scale.

● Eligible Recipients

(1) NGOs working in developing countries (including local NGOs and international NGOs; in principle Japanese NGOs who are eligible for Grant Assistance for Japanese NGOs are excluded)
(2) Nonprofit organizations such as local public organizations, educational institutions such as primary and junior high schools, and medical institutions
(3) Nonprofit organizations that implement development projects at the grass-roots level in eligible countries
(4) Individuals and profit organizations are not eligible

● Eligible Countries & Regions (as of October 2017)

**141 countries and one region (Palestine)** Countries eligible for the KUSANONE are selected from ODA eligible countries and regions specified by the Development Assistance Committee (DAC) of the Organization for Economic Co-operation and Development (OECD).

● Project Areas

The KUSANONE mainly covers tangible improvements, such as constructing primary and junior high schools, improving fundamental medical equipment at hospitals, and excavating wells, etc. However, intangible improvements such as capacity building amongst people may also be eligible for support if determined to be important.

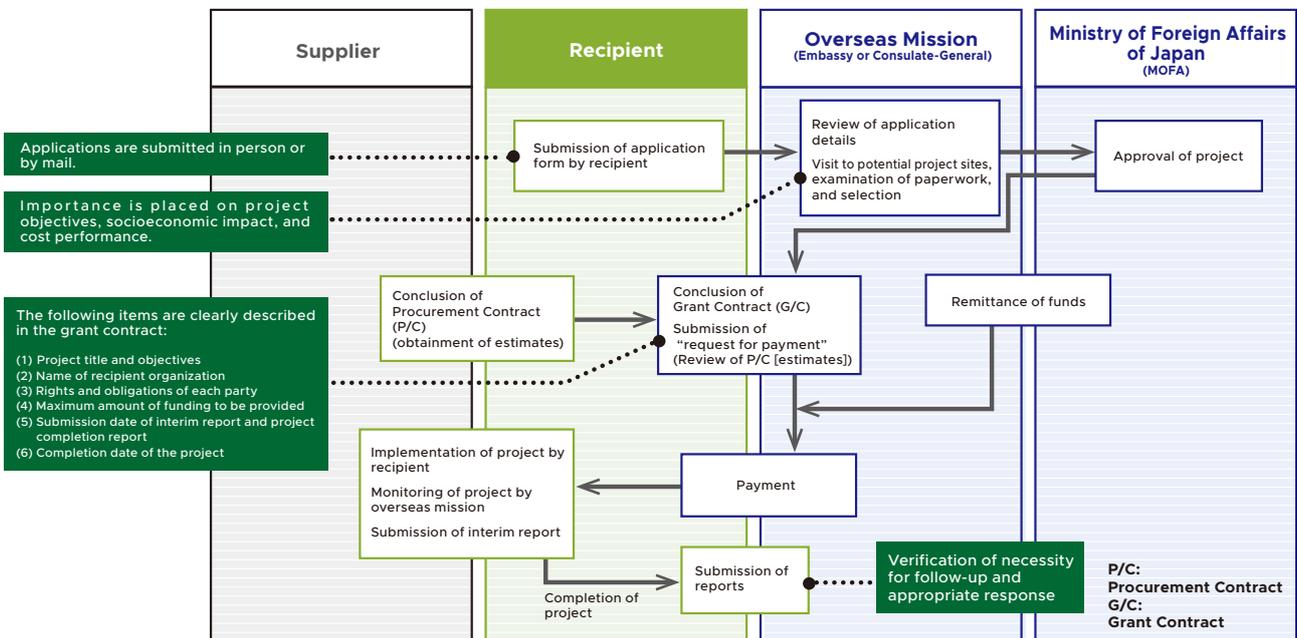
The following areas are not financed by the KUSANONE:

- \* Projects for assisting research at advanced academic institutions and projects for improving the capacities of the recipient organization itself
- \* Projects that are limited to commercial activities and creation of employment of particular individuals and organizations, and where the direct benefits for grass-roots activities are uncertain
- \* Projects that are not closely related to economic and social development (such as culture, arts, and sports related projects)
- \* Projects with a political or missionary purpose or the intention of military use
- \* Even if a project is eligible for the KUSANONE, consumables, small fixtures, and running and maintenance costs of facilities and equipment, etc., are not financed

● Maximum Grant Limit

**Standard limit: 10 million Japanese yen    Max. limit under certain conditions: 100 million Japanese yen**

**KUSANONE Flowchart**





## KUSANONE Scheme for Specific Projects

### ● Public-Private Partnerships Achieved through Cooperation between Japanese Companies and NGOs, etc.

This is a scheme in which public enterprises partner with Japanese companies in initiatives that are of high public interest to both heighten development effects and improve recognition of the company, as well as contribute to improvement of the environment where activities are carried out and economic and social development in developing countries, etc.

Eligible Countries	Same as KUSANONE scheme
Standard Maximum Grant Limit	Up to 10 million Japanese yen
Items Covered	Same as KUSANONE scheme
Points to Consider	When the company is supplying products for the project, the company must also make an additional contribution (such as transferring skills, etc.).



"The Project for Training for Eco-Friendly Coffee Production", Jamaica, FY2010

### ● Grant Activities through Partnerships with Local Governments of Japan

This is a scheme in which the skills and knowhow that Japan's local governments possess are put to use to expand the horizons of local governments who are working to promote international cooperation, and to contribute to economic and social development in developing countries.

Eligible Countries	Same as KUSANONE scheme
Standard Maximum Grant Limit	Up to 10 million Japanese yen
Items Covered	Same as KUSANONE scheme
Points to Consider	When the Japanese local government's skills or knowhow is being utilized, the Japanese local government must also make an additional contribution (such as teaching skills, etc.).



"The Project for NRW (Non Revenue Water) Reduction in Mayangon Township, Yangon Region", Republic of the Union of Myanmar, FY2013

### ● Anti-Personnel Landmine Countermeasures

This scheme supports organizations that carry out activities related to addressing landmine issues from a humanitarian perspective, such as removing anti-personnel landmines, providing support to landmine victims, and educating people on how to avoid landmines, etc.

Eligible Countries	Same as KUSANONE scheme
Standard Maximum Grant Limit	Up to 70 million Japanese yen
Items Covered	Landmine removal equipment, and vehicles and equipment needed during landmine removal activities, expenses for supporting landmine victims (such as for prosthetic leg manufacturing equipment), and seminars on avoiding landmines
Points to Consider	When support is for civilian government institutions, consult the overseas mission.



"The Project for Upgrading Anti-Personnel Landmine Removal Equipment in Meta Department and Tolima Department", Republic of Columbia, FY2009

### ● Recycling

This is a scheme in which second-hand equipment\* from Japan is reused in recipient countries, with the aim of contributing to economic and social development there, and the related transportation expenses and servicing costs are covered.

\* Second-hand equipment includes used fire engines, ambulances, garbage trucks, and school desks and chairs, etc.

Eligible Countries	Same as KUSANONE scheme
Standard Maximum Grant Limit	Up to 10 million Japanese yen
Items Covered	Transportation expenses and servicing costs, etc.
Points to Consider	Customs duties and customs clearance fees are not covered.



"The Project for Reusing Secondhand Fire Engine in Nairobi City County", Republic of Kenya, FY2015

### ● Micro Credit

This scheme contributes to economic and social development by lending small amounts of funding to people who cannot easily obtain loans, such as poor people and women.

Eligible countries	Same as KUSANONE scheme
Maximum amount of a grant	Up to 20 million Japanese yen
Points to note	The recipient organization must have some experience with microcredit financing.



"The Project for Provision of Micro Credit Capital for Augmentation of Income and Poverty Alleviation in South Cotabato", Republic of the Philippines, FY2010



Spreading Smiles throughout the World

## Grant Assistance for Grass-Roots Human Security Projects



For more details, please contact a Japanese embassy or consulate.

**\* List of Japanese embassies and consulates:**

<http://www.mofa.go.jp/mofaj/annai/zaigai/list/>

[http://www.mofa.go.jp/about/emb\\_cons/over/multi.html](http://www.mofa.go.jp/about/emb_cons/over/multi.html)

### [List of Cover Photos]

From top to bottom

**Republic of Kenya**

“The Project for the Renovation of a Maternity Ward at Kiptulwa Dispensary”, FY2014

**Kingdom of Tonga**

“The Project for Upgrading of Water Supply System for Falehau Village”, FY2012

**Republic of Honduras**

“The Project for Expansion Renovation of Rupert Amaya Elementary School and Pedro Bonilla Basic Education School in Yarula Municipality”, FY2013

**Kingdom of Thailand**

“The Project for Providing a School Bus for Disadvantaged Children at the Fountain of Life Children’s Center”, FY2014

**The United Republic of Tanzania**

“The Project for Community Water Supply at Kiwawa and Ngongongare Villages in Arumeru District, Arusha Region”, FY2013

Development Assistance Policy Coordination Division,

International Cooperation Bureau, Ministry of Foreign Affairs of Japan

2-2-1 Kasumigaseki, Chiyoda-ku, Tokyo 100-8919, Japan URL <http://www.mofa.go.jp/>

Japan's Grant Assistance for Grassroots  
Human Security Project (GGHSP)

# INFORMATION AND GUIDELINES

## -For Projects in Republic of Ghana-



**From  
the People of Japan**

Revised for 2018

## **Introduction**

The Grant Assistance for Grassroots Human Security Projects (GGHSP) was introduced in 1989 to meet the diversifying needs of developing countries. Since 2003, the GGHSP has paid much emphasis on the concept of human security with the aim of providing social and economic development at the grass-roots level. By human security the GGHSP prioritize projects that seek to provide satisfaction and basic human needs for all. That is, projects that deal with potential threats to individuals' lives and well-being. This broadly encompass social, environmental, economic and health concerns.

## **Eligible Applicant**

- 1) An applicant must be a non-profit making organization with more than three years history.
- 2) An applicant must be registered organization, not an individual, or a mere group of individuals.
- 3) An applicant may not be a governmental and an international organization in principle except for measures against dispute and disaster.
- 4) An applicant must have sufficient funds to cover monitoring and reporting during implementation of the project and running cost for the completed facilities.
- 5) Eligible applicants include non-governmental organizations (NGOs), local public authorities, educational institutions such as primary and junior high schools, hospitals and medical institution.

## **Project Areas**

### **1) Eligible Categories**

The followings are the eligible categories with some concrete project examples.

- a) Primary and Secondary Education : Classroom Blocks, Dormitories, Libraries, Furniture, etc.
- b) Primary Health Care : Clinic Building, Basic Medical Equipment, etc.
- c) Capacity Building and Empowerment : Equipment and Building for Vocational Training, etc.
- d) Public Welfare : Facilities and Equipment for Orphanages, Disables, Elderlies and Street Children, etc.
- e) Basic Infrastructure : Water Supply System (Bore Hole and Hand-dug Well, etc), Sanitation Facilities, Drains, Road/Bridge Rehabilitation, etc.
- f) Human Security : Support for Refugees (Hostels and Centers, etc) and Natural Disaster Relief (Tents, Drug, Food, etc.)
- g) “Soft Component” : “Soft Component” like Workshop and Training can be a part of a project assisted by GGHSP when it is considered very important and urgent.

### **2) Ineligible Categories**

The following areas are not financed by the GGHSP.

- a) Computer Training
- b) Culture and Sports
- c) Higher Education
- d) Political / Religious activities.
- e) Profit –making activities

## **Available Grant**

The maximum grant available for each project is 10 million Yen (approx. USD90,909 for the fiscal year of 2017). This amount should include the total Audit Fee.

## **Ineligible cost**

Even if the project falls into one of the eligible categories described in 1), the Embassy does NOT assist the costs indicated in “Hints for Formulating a GGHS Project” (GGHSP Information and Guidelines Appendix).

## **Basic Flow**

### **1) Application**

Applications are opened to the public all year round. However, caused by schedule of procedures, your application might be treated as that for next fiscal year.

### **2) Screening**

The official Application Form is carefully examined and evaluated. The Embassy asks the applicant to submit several supporting documents such as Building Plans, Letters of support, Bills of Quantities, etc.

Once all the necessary documents have been received and examined by the Embassy, Site-visit will be made for those whose application qualified.

The Embassy finally forwards details of selected applications to the Home Government in Japan for final approval.

### **3) Implementation**

After conclusion of Grant Contract between the recipient and Embassy of Japan for the approved projects, the fund is disbursed into project specific account. The projects are to be implemented and commissioned within 1 year and recipients must submit progress and financial reports at each stage of the project.

### **Miscellaneous Requirements**

Funds received must be used exclusively for the implementation of the project. The Embassy of Japan reserves right to claim a refund of the grant if the funds are used for any purpose other than for the implementation of the project.

For further information, contact us

**Coordinator for GGHSP**

**Embassy of Japan in Ghana**

P.O. Box GP 1673, Accra

5<sup>th</sup> Avenue Extension, West Cantonment, Accra

Tel : +233-302-765060/1

Fax : 0302-762553/765066

## Hints for Formulating a GGHS Project

### 1. Ineligible cost

Even if the project falls into one of the Eligible Categories described in GGHSP Information and Guidelines, the Embassy does NOT assist in the following costs;

- a) Administrative and Operating costs (e.g. Salaries, Allowances, Travel Expenses and Fuel Cost, etc.),
- b) Consumables, Compact Equipment and Fixtures
- c) Cost of Electronic Devices (Photocopiers, FAX machine, Computers, Cameras, Scanners) Upgrading costs, etc.,
- d) General Vehicles (vehicles that are highly universal and can be provided for private use excluding special vehicles such as garbage collection trucks, fire trucks, ambulances, etc.),
- e) Contingency costs even if it is for contractors
- f) Banking Fees (For the remittance, it sometimes cost more than US\$1,000.)
- g) Maintenance and running costs for the provision of supplies.
- h) Expenses incurred on individual or corporate profit-making activities
- i) Funding and items aimed at providing direct funds and assets to specific individuals such as scholarships, accommodations, clothing, etc.
- j) Expenses linked to indulgences that may be harmful to the human body, such as alcohol and cigarettes.
- k) Research expenses that do not have clear direct benefits at the grass-roots level
- l) Vaccines
- m) Books (e.g. teaching materials, reference materials, books for library collections, etc.)
- n) Import Tariffs, Internal Taxes, Value-added Tax, etc

## **2. Important Points for Planning a Project**

There are several things you should keep in your mind when you are going to plan a project. The following are the most important points to be considered when you formulate a project for GGHSP Scheme.

### **1) No additional fund will be provided**

GGHSP grant is awarded only ONCE per Project applied for, and no additional fund will be provided on half way of implementation of the project for any reason. For example, we GGHSP cannot provide extra funds for stolen materials or price increasing due to inflation. Therefore, it is very important for you to make appropriately estimated budget and to cover all the needed components in the project.

In a project for construction of a school block, after construction of the structure, you find there is no furniture like desks, chairs and others in the completed facility but no additional fund to procure furniture will be provided. As a consequence, students can't learn in the classroom though the project is completed. In this case, needed items like furniture could have been covered within the original project plan.

### **2) Sharing Information/Idea among stakeholders is important**

Before you get idea for formulating a project, naturally you talk with people in need so that you understand their problem well. Otherwise, you can't formulate a project. And also exchanging idea and information on a project with local government and sector public organization, you may be able to share useful technical and administrative information for formulating and implementing the project.

There was a case that beneficial organization had to change the design of the school block on half way of construction because of advice from GES of the district. If the organization had discussed about the project design with GES beforehand, they wouldn't have to change the design of the school block with huge additional cost.

### **3) Project must solve the problem**

There are some ways to solve a problem and you have to find the best one when you formulate a project. Otherwise, even after completion of the project, you can't attain the objective of the project. So, please think very well about what you should do and what you can do in the project in order to solve the problem.

In a project for construction of school block, if transportation around the project site is poor or expensive, no teacher would like to commute and we cannot open the school. In this case, you need to think the location over again or provide staff quarter for teachers.

**We are looking forward to receiving a well formulated project application!**