

## **Dhanduveri Manfaa - Grant and Self-financing (Startup Businesses)**

Required Basic Documents (*but not limited to*):

*Additional documents may be required based on the project.*

### **1. Identification and Business Registration Documents**

- a. ID Card Copy of grant applicant

### **2. Tax-Related Documents**

- a. Tax clearance report/Due statement/Installment agreement made with MIRA

### **3. Income Verification Documents**

- a. Personal Bank account statement for the past 12 months
- b. Additional income verification documents (employment letter, rental agreement, and land registry/documents to verify any profit income declared from any additional business)

### **4. Project Related Documents**

- a. Business plan (draft format available on our website)
- b. Projected financial forecasts including sales assumptions/staffing requirements (draft format available on our website)
- c. Harvest Plan (draft format available on our website)
- d. Layout of farm or worksite (with dimensions and proposed farming system such as greenhouse)
- e. Photos of the farm or worksite if the business is currently in operation
- f. Itemized BOQ (material cost, labor cost) for purchases to be made from grant
- g. Quotations for purchases to be made from the grant (if the purchases are made from abroad, the quotation price should be inclusive of all expenses for import)
- h. Land registry copy (if the project-based land owned by the applicant)
- i. Rental Agreement of the land leased for agriculture, including all primary and sub-lease agreements (should include the size of the land, lease period and rental details) (if the project-based is leased)
- j. No Objection Letter from all owners of the land specifying the duration of no objection
- k. Work schedule & Disbursement schedule

### **5. Other Documents**

- a. Farmer registration from island council or Ministry of Agriculture and Animal Welfare
- b. Proof of training in agriculture farming (if any).