

# Grant Application Guidelines Hasanah Special Grant 2025

## 1.0 BACKGROUND

Yayasan Hasanah's ("Hasanah") vision is to drive large-scale social impact for a more inclusive and progressive Malaysia. This is achieved through a grants program focused on five key impact areas: Education, Community Development, Environment, Arts and Public Spaces, and Knowledge. These areas align with Hasanah's long-term commitment to nation-building and are grounded in the core values of Accountability, Respect, Trust, and Innovation.

Hasanah operates through a network of local champions, including civil society organizations, social enterprises, government agencies, and communities, to ensure cohesive, impactful initiatives. The local ecosystem approach strengthens community ownership, leadership, and relevance of solutions.

Hasanah's initiatives have catalyzed transformative social impact, with a focus on sustainable, long-term outcomes. For 2025, Hasanah is honored to partner with the Ministry of Finance to provide matching grants, expanding their grant platform's reach to communities in need.

Proposals should align with Hasanah's mandate and impact areas, with an emphasis on scalability, sustainability, and the potential for policy advocacy. All projects will be reviewed according to Hasanah's ten-year Theory of Change, with priority given to initiatives that can catalyze meaningful progress.

Hasanah's work in our Impact Areas is aligned to 15 of the 17 Sustainable Development Goals (SDGs). These are:

SDG 1: Poverty Alleviation	SDG 6: Clean Water & Sanitation	SDG 12: Responsible Consumption & Production
SDG 2: Zero Hunger	SDG 7: Affordable & Clean Energy	SDG 13: Climate Action
SDG 3: Good Health & Well Being	SDG 8: Decent Work & Economic Growth	SDG 14: Life Below Water
SDG 4: Quality Education	SDG 10: Reduced Inequalities	SDG 15: Life On Land
SDG 5: Gender Equality	SDG 11: Sustainable Cities & Communities	SDG 16: Peace, Justice & Strong Institutions

## 1.1 PRIORITIES WITHIN HASANAH'S IMPACT AREAS

As part of our refreshed strategy and Theory of Change for 2020-2030, we have refocused the priorities to drive deeper interventions in each of our Impact Areas. As such, proposals that align to these sets of priorities will see a greater chance of success, therefore, we encourage you to read the details to ensure relevance of your proposal to what we are seeking for in this 2025 grant cycle.



**To guide your application, we have included below the objective as well as the scope of projects that we may support for each Impact Area under this year's grant cycle.**

EDUCATION
<p><b>Objective 1:</b> Developing talents through Scholarships and learning provisions, and enhancing school leadership</p> <p><b>Types of Projects supported under this objective:</b></p> <ul style="list-style-type: none"> <li>Programmes that support the enhancement of teaching pedagogy, upskilling of school leadership, and improvement of learning processes towards creating positive learning environment aimed at tackling learning loss and maximizing student outcomes.</li> <li>Programmes that support the design and implementation of remedial learning to equip children with foundational literacy and numeracy and to improve students' exam grades or SPM (or equivalent) outcomes.</li> </ul>
<p><b>Objective 2:</b> Raising awareness and promoting psychological health and well-being in schools, and providing access to services and interventions</p> <p><b>Types of projects supported under this objective:</b></p> <ul style="list-style-type: none"> <li>Programmes that enable mental health interventions, which includes increasing awareness and promoting psychological health and wellbeing and providing access to services and interventions, specifically within the public education system involving school leaders, teachers, counsellors, students, and parents.</li> <li>Programmes that utilize and deliver these following models will be given priority: Mental</li> </ul>

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Health and Psycho-Social Support (MHPSS) for students and teachers, empowerment of Pembimbing Rakan Sebaya (PRS), Psychological First Aid (PFA) training, student-led models for literacy and awareness, and Social Emotional Learning (SEL).

### COMMUNITY DEVELOPMENT

**Objective 1:**

Strengthening underserved communities through the Community Based Approach (CBA)\* Model through a multidimensional approach to improve livelihoods and wellbeing.

Enhancing community empowerment and well-being through livelihood programmes and multidimensional interventions

**Types of projects supported under this objective:**

**Income and Well-being**

- Programmes that support interventions that address poverty alleviation, unemployment, and lack of economic opportunities to increase B40 communities' ability to generate income and secure sustained livelihoods within a focused rural or urban community
- Programmes focusing on upskilling to ensure employments and job placements among community members, especially youths across urban areas, or enhancing entrepreneurial skills in the F&B, agricultural, service sectors or any other skills that will contribute to an increased income or stable employment within a rural community.
- Programmes that can demonstrate improved wellbeing and sustained impact within urban or rural communities aligned to Community Based Approach (CBA) model including but not limited to nutrition, education, mental health, access to healthcare which leverages on strategic partnerships with multi stakeholders.

*\*The Community-Based Approach (CBA) model by Yayasan Hasanah is a people-centered, locally-driven development strategy that empowers vulnerable communities (a defined group of people living within a shared geographical area; such as a village, housing development, or a cluster of nearby settlements) through multidimensional interventions. It promotes community ownership, inclusive participation, and long-term sustainability to improve livelihoods, well-being, and resilience.*

**Objective 2:**

**Creating self-organizing local leaders to ensure sustainable progress within the community**

**Applicants may opt to include (but not limited to) the following projects with proposals submitted under Objective 1 above:**

**Community Leadership\*\***

- Programmes that build the capacity of B40 communities to become community leaders with the ability to lead, self-organize and/or take on a leadership position to continue sustaining community projects which improves their community's livelihood and well-being in the long-term.

*\*\*A community member identified and equipped with specific skills to lead and implement interventions within their community.*

## COMMUNITY DEVELOPMENT

### Objective 3:

Empowering Youth Livelihoods through TVET and Skill-Based Interventions.

### Types of projects supported under this objective:

Empowering youth livelihoods through TVET and skill-based interventions aims to bridge employment gaps in underserved communities. This includes funding 'Train & Place' programs, enhancing technical skills to foster sustainable income generation. These initiatives focus on upskilling to improve job placements and sustainability.

## ENVIRONMENT

### Objective 1:

Demonstrating a sustainable development model for learning, adoption and advocacy nationwide

- Strategic Objective 1: Enhance ecosystem resilience and biodiversity through targeted conservation and restoration efforts including threatened species and habitats.
- Strategic Objective 2: Upscaling advocacy engagement towards higher impact.

### Types of projects supported under this objective:

- Programmes targeted towards conservation of species in the International Union for Conservation of Nature (IUCN) Red List of Threatened Species and their habitats, co-management with local communities for protection of ecosystems (forest, freshwater, mangrove, coastal and marine) and improving habitat connectivity.
- Programmes for marine protection include integrated marine management and specific area-based conservation efforts, such as those for Important Marine Mammal Areas (IMMAs) and Important Bird and Biodiversity Areas (IBAs).
- Programmes involving sustainable alternative financing mechanisms for biodiversity and ecosystems conservation.
- Programmes that involve capacity building, or strengthening collaborative partnership among communities, civil societies, and State/Federal agencies for conservation and resilience against climate change.

### Objective 2:

Advocating a clear responsible household waste management, including plastics through active programmes across the value chain.

- Strategic Objective: Improve waste diversion and resource recovery.

### Types of projects supported under this objective:

- Programmes that foster collaboration with relevant stakeholders towards improved policies and legislation to support responsible waste management including plastic waste.
- Programmes that engage and initiate responsible waste management including reduction, segregation, recycling and upcycling that are innovative, sustainable and beneficial to local communities and the environment.
- Programmes that emphasise on behavioural change and knowledge on plastic and waste management, with sustainable practices in schools and communities.
- Alternatives to plastics via school competitions, mentoring, partnerships with universities and manufacturers.

## ENVIRONMENT

### Objective 3:

Biodiversity, conservation & environmental management, animal welfare

- Strategic Objective: Upskilling capacity and skills for environmental conservation.

### Types of projects supported under this objective:

- Programmes that build the capacity of communities and youth in environmental conservation and monitoring, including the use of technology to protect Malaysia's wildlife in their natural habitats.
- Programmes on technical capacity building that will support the survey, identification and mapping required for the conservation and potential sustainable Green/Blue financing modalities.
- Programmes that will upskill and empower NGOs and communities in conservation and natural resources management.

## ARTS & PUBLIC SPACES

### Objective 1:

Demonstrating heritage textile conservation as a viable creative economic model - safeguarding, preserving, and conserving Malaysian heritage textiles while creating outreach initiatives and economic platforms

### Types of projects supported under this objective:

- Efforts to preserve, conserve or safeguard Malaysian heritage textiles (eg, promotion, protection, documentation, management)
- Projects that promote excellence in craftsmanship (eg. awards, competitions, textile technique & skills training)
- Exploration of innovative methods & sustainable practices in heritage textiles. (eg. eco materials, AI in textiles)
- Projects that lead to commercialization of heritage textiles (eg. licensing, products for sale)

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### 1.2 GUIDING RULES

The following section sets out the criteria for the submission, selection and implementation of the initiatives supported by Hasanah:

#### 1.2.1. Eligible Applicant

NO	SUBJECT	REQUIREMENTS
1	Applicant interested in applying must satisfy all the following criteria (a)-(d):	<p>a. Legal Registration The applicant must be a registered entity under one of the following:</p> <ul style="list-style-type: none"> <li>i. Registrar of Societies Act 1966</li> <li>ii. Companies Act 1965 (Sole Proprietorship, Partnership, Limited Liability Partnership (LLP), Private Limited Company (Sdn Bhd))</li> <li>iii. Trustees (Incorporation) Act 1952</li> <li>iv. Trade Licensing Ordinance (Sabah)</li> <li>v. Profession and Trade Licensing Ordinance (Sarawak)</li> </ul> <p>b. Minimum Operational History Must have been formed and officially registered for at least two (2) years prior to applying. If the organisation operated under a different name previously, it must submit supporting documentation demonstrating continuous operations for two or more years.</p> <p>c. Financial Documentation The organisation must be able to provide one of the following:</p> <ul style="list-style-type: none"> <li>i. Audited financial statements for two (2) consecutive years within the past three (3) years, or</li> <li>ii. Copies of annual report submissions to the Registrar of Societies for two (2) consecutive years, or</li> <li>iii. Copies of two (2) consecutive years' income tax submissions to the Inland Revenue Board (IRB)</li> </ul> <p>d. Project Readiness Able to demonstrate organisational capacity, operational structure, and readiness to</p>

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NO	SUBJECT	REQUIREMENTS
		immediately implement the proposed project upon grant approval.
2	Additional Applicant Guideline	<ul style="list-style-type: none"> <li>i. Multiple Applications: An organisation may participate as a co-applicant in other applications while submitting its own.</li> <li>ii. Public Institutions &amp; Consultancies: Public institutions and consultancy firms may apply, but only as co-applicants, partnering with a civil society organisation (CSO) that will act as the core applicant.</li> <li>iii. Repeat Applications: Organisations that have previously received Hasanah grants are eligible to apply again, provided: <ul style="list-style-type: none"> <li>a. The proposed initiative is different from previously funded projects, or</li> <li>b. It represents a clear, scalable continuation of a successfully completed earlier project, with a defined strategy for expansion or deeper impact.</li> </ul> </li> </ul>

## 1.2.2 Eligible Projects

Types of activities which we may support under this Grant Cycle:



### 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 Hasanah's Impact Areas
- Provision of multidimensional social services, including counselling services (mental wellbeing and psychosocial support to vulnerable communities etc.) and protection of vulnerable women and children



### Advocacy and policy

- Preparation and presentation of policy analyses and reports relevant to Hasanah's Impact Areas
- Advocacy initiatives focusing on issues relevant to Hasanah's Impact Areas
- Local campaigns, education of citizens and promotion of principles of transparency, good governance, citizens' participation in decision-making processes relevant to Hasanah's Impact Areas



### Capacity building

- In-house mentorship, training, pilot projects, aimed at strengthening the capacities of, civil society organisations ("CSOs") and communities, relevant to issues or problems at the local and national level in Hasanah's Impact Areas



### Partnership development

- Identifying and establishing active cooperation with relevant CSO networks, coalitions, think-tanks and individual organisations specialised in issues relevant to Hasanah's Impact Areas
- Networking and partnership building for the purpose of achieving a joint social and entrepreneurial activity

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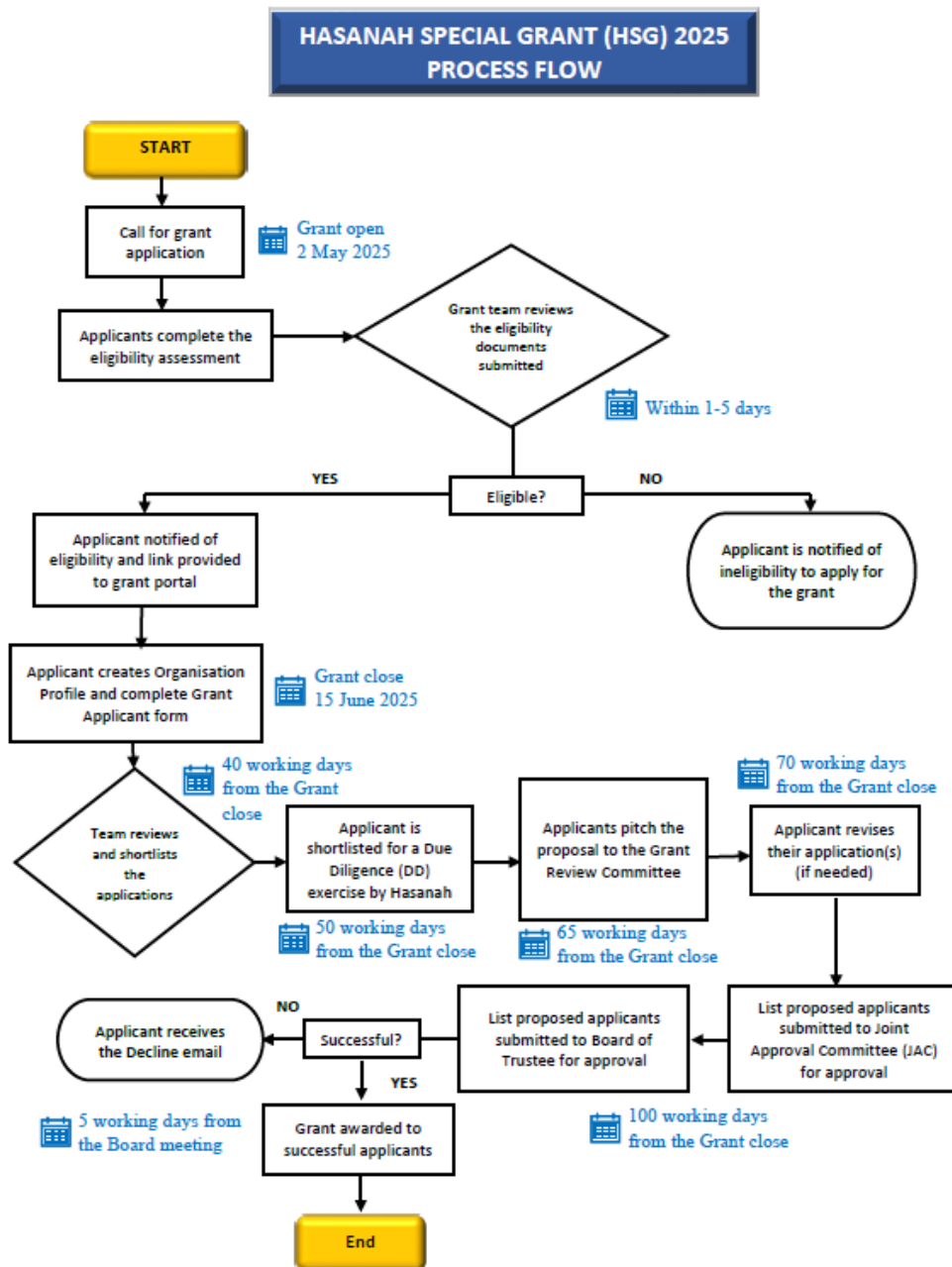
Examples of previously supported projects are available on the Hasanah website and the eligibility of the project as per table:-

NO	DESCRIPTION	REQUIREMENTS
1.	Project Eligibility Criteria	<ul style="list-style-type: none"> <li>a. Must align with one or more of Hasanah’s Impact Areas or a specified Hasanah project.</li> <li>b. Should clearly demonstrate the ability to deliver:               <ul style="list-style-type: none"> <li>i. Measurable outputs (short-term results)</li> <li>ii. Outcomes (mid-term results)</li> <li>iii. Social impact (long-term benefits)</li> </ul> </li> <li>c. Must show potential to become a sustained community resource beyond project completion.</li> <li>d. Should have the capacity for scalability and replication across various regions and beneficiary groups in Malaysia.</li> <li>e. Should be catalytic in nature, driving multi-dimensional, positive change for communities.</li> </ul>
2.	Non-Eligible Initiatives:	<ul style="list-style-type: none"> <li>a. Direct donations or grants to individuals.</li> <li>b. Sponsorships for individual participation in courses, workshops, seminars, or conferences.</li> <li>c. Initiatives unrelated to Hasanah’s Impact Areas (e.g. general healthcare projects).</li> <li>d. Politically affiliated projects or campaigns.</li> <li>e. Initiatives centred primarily on:               <ul style="list-style-type: none"> <li>i. Construction or commercial property acquisition/renovation.</li> <li>ii. Equipment purchases for commercial purposes.</li> <li>iii. Charitable donations or profit-driven ventures.</li> <li>iv. Projects already funded by a Hasanah grant prior to the signing of a new contract.</li> <li>v. Faith-based activities.</li> </ul> </li> </ul>
3.	Non-Eligible Costs: Hasanah will only fund eligible, reasonable, and cost-effective expenses. The following costs are not eligible:	<ul style="list-style-type: none"> <li>a. Customs duties, import taxes, or related charges.</li> <li>b. Land or building purchases, or leases.</li> <li>c. Fines, penalties, or legal expenses.</li> <li>d. Bank charges, guarantee fees, and similar financial costs.</li> <li>e. Currency exchange losses or conversion fees.</li> <li>f. Contributions in kind.</li> <li>g. Depreciation costs.</li> <li>h. Debts and debt servicing.</li> <li>i. Provisions for future losses or liabilities.</li> <li>j. Loans or credits to third parties.</li> <li>k. Salary costs for personnel of national or public administrations.</li> </ul>

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## 1.2 HOW TO APPLY

For a step-by-step guide on how to apply using our online grant portal, please click on the link available on the Grants page of the Hasanah website. The flowchart below depicts Hasanah’s grant application process. Proposals can be received on an on-going basis starting from **2 May 2025 until 15 June 2025** through our Hasanah online portal at [www.yayasanhasanah.org](http://www.yayasanhasanah.org).



Note: The timeline is subject to further revision at the sole discretion of Hasanah.

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NO	STEP	DESCRIPTION	REQUIREMENTS
1.	Step 1: Eligibility Assessment	Determine applicant eligibility via the Hasanah grant portal once the grant cycle opens.	<ul style="list-style-type: none"> <li>a. Registered with ROS, ROC, Trustees (Incorporation) Act 1952, Trade Licensing Ordinance (Sabah), or Profession and Trade Licensing Ordinance (Sarawak).</li> <li>b. Minimum 2 years registration. If previously under a different name, evidence of operations for at least 2 years required.</li> <li>c. Audited financial accounts for 2 consecutive years (past 3 years), or 2 years annual report submissions to ROS, or 2 years income tax submissions to IRB.</li> <li>d. Have a copy of registration certificate and latest audited accounts ready.</li> <li>e. Grants Team will review eligibility and notify via email with login credentials if successful.</li> </ul>
2.	Step 2: Creating an Organisation Profile	Register an account on the Hasanah grant portal and create your organisation profile.	<ul style="list-style-type: none"> <li>a. Profile includes organisation details and previous project information.</li> <li>b. Step-by-step instructions provided on the portal</li> <li>c. Profile can be updated anytime.</li> </ul>
3.	Step 3: Completing the Application Form	Complete and submit the Application Form and required documents.	<ul style="list-style-type: none"> <li>a. Application must be in English or Bahasa Malaysia. <ul style="list-style-type: none"> <li>i. Required documents: Implementation Plan</li> <li>ii. Budget Breakdown</li> <li>iii. Organisational Structure Balance Sheet &amp; Income/Expenses Statement (preferably ≤ 3 months old)</li> </ul> </li> </ul>

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NO	STEP	DESCRIPTION	REQUIREMENTS
			<ul style="list-style-type: none"> <li>iv. Current operating budget breakdown</li> <li>v. (Optional) Latest publications, news articles, or relevant materials.</li> <li>vi. Multiple applications allowed per grant cycle.</li> </ul>

Applicants may request further clarification during the application process. **Questions may be sent by email to [grant.application@hasanah.org.my](mailto:grant.application@hasanah.org.my) no later than five working days before the deadline.**

To ensure equal treatment of applicants, Hasanah cannot give a prior opinion on the eligibility of applicants or a proposal. For a step-by-step guide on how to apply using our online grant portal, please click on the link available on the “Hasanah Special Grant 2025” page on the Hasanah website.

### 1.3 REVIEW AND SELECTION OF APPLICANTS

Grant applications will be reviewed by the Impact Area teams and respective Grant Managers and deliberated during the Hasanah Grant Committee meeting. During the opening of the cycle, there will be a rolling process of review and approval made on the applications. For example, applications submitted earlier would be reviewed and potentially get the approval earlier.

All applicants will be assessed on:

- Relevance and alignment of projects to Hasanah’s Impact Area(s), specifically our 2025 priorities as stipulated in item 1.2
- Alignment to one or more of the SDGs
- Relevance to communities in need
- Costs and budgets
- Delivery and implementation capacity and capability

### 1.4 NOTIFICATION OF HASANAH’S DECISION

Only shortlisted applications will be informed for the team to conduct Due diligence within 50 working days from the Grant closing date. Finding from Due Diligence and recommendations will be deliberated at the Grant Committee Review Meeting. Applicants who are shortlisted at the Grant Committee Review Meeting may be asked to revise their application as deemed necessary, prior to being recommended for final approval. Following the decision to award a grant, applicants will be offered a contract based on Hasanah’s Grant Agreement.

### 1.5 FUND DISBURSEMENT

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Following the decision to award a grant, applicants will be offered a contract, based on Hasanah's Grant Agreement template, which will include the partners' proposal, work plan, and reporting schedules.

Hasanah's team will be in touch with you to discuss the grant disbursements according to the project timeline, expected deliverables, and tranches.

## 1.6 MONITORING AND REPORTING

All progress updates and final report submissions must be submitted online to a portal using the templates provided by Hasanah.

## 1.7 LEGAL TERMS & DISCLAIMER

Hasanah provides this Grant Guideline for informational purposes only, and the following legal provisions apply:

### 1.7.1 No Guarantee of Grant Award

Meeting the eligibility criteria, submitting complete documentation, or being invited to proceed to due diligence does not constitute a guarantee that a grant will be awarded. Hasanah retains full discretion in the evaluation and approval of all applications, including the right to reject any application without assigning any reason.

### 1.7.2 Right to Amend, Suspend, or Cancel

Hasanah reserves the right to amend, suspend, or cancel the Hasanah Special Grant 2025 programme, in whole or in part, at any time and without prior notice. This includes changes to the eligibility requirements, scope of support, deadlines, funding availability, review process, or terms of the grant.

### 1.7.3 Discretion in Evaluation

All decisions made by Hasanah regarding eligibility, evaluation scores, due diligence findings, and final approvals are final and non-contestable. Hasanah shall not be held liable for any costs incurred by applicants in preparing or submitting grant applications, participating in the due diligence process, or in any other related engagement.

### 1.7.4 Risk and Compliance

Applicants are encouraged to conduct risk assessments as part of their proposal development. This includes identifying and mitigating operational, financial, environmental, legal, or reputational risks. Hasanah will not be liable for any losses arising from factors including but not limited to:

- i. Changes in governmental policies;
- ii. Environmental conditions;
- iii. Economic disruptions or force majeure events;
- iv. Non-compliance by grantees with legal or regulatory obligations.

## 1.7.5 Accuracy of Information

Applicants are responsible for ensuring the accuracy and truthfulness of all information and supporting documents submitted to Hasanah. Any misrepresentation, falsification, or withholding of material facts may result in immediate disqualification or termination of the grant agreement, if awarded.

## 1.7.6 Confidentiality and Intellectual Property

All application materials will be treated with confidentiality. However, by submitting an application, applicants acknowledge and agree that Hasanah may internally share proposals with its evaluation committees, partners, and funding agencies. Intellectual property rights in all project proposals remain with the applicant, except where otherwise stipulated in a separate agreement.