



WOMEN'S INSTITUTE OF MANAGEMENT

(Company No.: 264164-K)

*Seed & Support:*  
*The Women's Entrepreneurial Grant*  
*2024*

APPLICATION FORM

## **Introduction to The Seed & Support Women's Entrepreneurial Grant 2024**

### **About the Grant**

The Seed & Support Women's Entrepreneurial Grant 2024, a collaborative initiative by the OSK Foundation and the Women's Institute of Management, is dedicated to empowering Malaysian women entrepreneurs from the B40 category. This grant aims to support small business owners who aspire to expand or scale up their operations, thereby contributing to their economic self-sufficiency and the broader economic development of Malaysia.

### **Grant Purpose**

The primary purpose of this grant is to provide financial assistance to eligible Malaysian women entrepreneurs to help them overcome barriers to business growth.

By offering a seed and support fund ranging from RM5,000 to RM10,000 per recipient, the grant facilitates access to necessary resources, enabling recipients to invest in inventory, technology, training, or marketing efforts that can lead to sustainable business expansion.

### **Eligibility Criteria**

To apply for the Seed & Support Women's Entrepreneurial Grant 2024, applicants must meet the following criteria:

- Be a Malaysian citizen and a woman.
- Belong to the B40 income group (total household income below RM5,250 per month).
- Own a small business that is registered in Malaysia and aims to expand or scale up.
- Applicants must demonstrate that their business is feasible and viable. This includes having a realistic and well-developed plan for implementation, as well as the necessary resources, skills, and expertise to execute the business successfully.
- If the business is currently in operation, financial accounts are required to be provided as reference.

### **Application Process**

#### **(1) Submission of Application:**

Complete the application form, ensuring all sections are filled accurately and required documents are attached. Submit the form and documents by [the specified deadline] to the Secretariat of the Seed & Support: The Women's Entrepreneurial Grant @ Women's Institute of Management, Admin Office, 1st Floor, Wisma WIM, No. 7, Jalan Abang Haji Openg, Taman Tun Dr. Ismail, 60000 Kuala Lumpur.

Tel: 03-77250268 / 77250288 / 77299909

Fax: 03-77250286 / 77274318

Email: [lyc@wimnet.org.my](mailto:lyc@wimnet.org.my)

Website: [www.wimnet.org.my](http://www.wimnet.org.my)

#### **(2) Evaluation:**

Applications will be reviewed by a panel to assess alignment with grant objectives, business feasibility, and potential impact. This includes verifying B40 status and evaluating the proposed use of grant funds.

#### **(3) Interviews and Selection:**

Shortlisted candidates will be invited for an interview to discuss their application and business plan in more detail. Final grant recipients will be selected based on their application and interview performance.

(4) Grant Award and Reporting:

Recipients will be awarded the grant in accordance with the terms outlined, including the provision of quarterly progress reports for one year to monitor the effective use of the grant funds and business progress.

(5) Others

- a. References and testimonials may be required and has to be submitted (in the event of non-compliance the application will be rejected).
- b. The final 20 grant recipients will be required to submit a quarterly progress report for 1 year as the grant money may be provided on a progressive basis. In the event the grant receiver does not comply with the requirement, she will not receive the remainder of the grant money.

Acknowledge & Agree

Name : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

For further assistance or inquiries regarding the application process, please contact Elaine Loh: [lyc@wimnet.org.my](mailto:lyc@wimnet.org.my) / 03-77250268.

Please submit before  
**26 July 2024**

**Personal Particulars of Application**

Name:	
Date of Birth:	
Place of Birth:	
NRIC:	
Address:	
Tel:	
Fax:	
Email:	
Mobile:	
Marital Status:	
Number of Dependents:	

Spouse Name:	
Spouse Contact:	
Spouse Occupation & Monthly Salary:	

Name of Business:	
Business Registration Number:	
Year Established:	
No of Employees (if applicable):	
Type of Business & Activity:	
Proof of Income:	

**Selection Criteria (Supporting documents to be sent via attachments)**

1. Business Plan (outlining your business idea, target market, revenue model, marketing strategy, and financial projections) (To be send in via attachments)

2. What will the grant money be used for:

3. How will the business continue to grow or sustain after the grant period:

4. Social Media Links:

5. How are you currently funding your businesses

6. If you don't get the grant, how will you be funding your business going forward

**Supporting Documents:**

1. Business Registration Proof
2. Financial statements
3. Income Proof

**Declaration and Consent**

By signing below, I, \_\_\_\_\_, hereby declare that all information provided in this application and accompanying documents is true, accurate, and complete to the best of my knowledge.

I understand that providing false or misleading information may result in the disqualification of my application or the revocation of the grant, should it be awarded.

I also consent to the Women’s Institute of Management and OSK Foundation and its authorized representatives to verify any information provided in this application. This may include, but is not limited to, conducting background checks, contacting references, and reviewing financial documents.

I understand that the information collected during this process will be used solely for the purpose of evaluating my grant application and will be handled with strict confidentiality in accordance with relevant data protection laws.

I agree to cooperate fully with Women’s Institute of Management and OSK Foundation during this verification process and to provide any additional information if required.

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

**B40 Status Declaration and Documentation**

I, \_\_\_\_\_, hereby declare that I am a part of the B40 income group, with a total household income below RM5,250 per month. I understand that my eligibility for the Women’s Entrepreneurial Grant 2024 is contingent upon this status and that I must provide accurate and truthful information regarding my household income.

To verify my B40 status, I have submitted the following documents as proof of income for me and my household (tick where applicable and provided):

DOCUMENT	PLEASE TICK (✓) IF AVAILABLE
Latest tax return document	
Recent pay slips (last three months)	
Official letters or certifications of income for non-employed individuals (e.g., pension statements, social security benefits)	
Any other official document that reliably reflects current income status	

Please note: All documents should be submitted in PDF to [lyc@wimnet.org.my](mailto:lyc@wimnet.org.my). Please ensure all documents are clear and legible.

I recognise that as part of the commitment to fairness and transparency, the Women’s Institute of Management and OSK Foundation will conduct a thorough review of the submitted documents to verify the B40 status of all applicants.

By providing the required documents and information, I consent to this verification process and affirm my understanding of its necessity.

Signature : \_\_\_\_\_

Date : \_\_\_\_\_