



**PETAUKE TOWN COUNCIL**

**CALL FOR YOUTH, WOMEN AND COMMUNITY EMPOWERMENT  
GRANTS APPLICATIONS UNDER THE 2026 CONSTITUENCY  
DEVELOPMENT FUND**

PETAUKE TOWN COUNCIL WISHES TO INFORM THE GENERAL PUBLIC THAT THE LOCAL AUTHORITY IS INVITING APPLICATIONS FOR YOUTH, WOMEN AND COMMUNITY EMPOWERMENT GRANTS UNDER THE **2026 CONSTITUENCY DEVELOPMENT FUND FOR BOTH KAUMBWE AND PETAUKE CENTRAL CONSTITUENCIES**. INTERESTED COOPERATIVES, CLUBS AND ASSOCIATIONS ARE ENCOURAGED TO SUBMIT FILLED IN APPLICATION FORMS TO **THE WARD DEVELOPMENT COMMITTEES (WDCS)**

**A. ELIGIBILITY CRITERIA FOR EMPOWERMENT GRANTS**

COOPERATIVES, CLUBS AND ASSOCIATIONS:

1. MUST HAVE A MINIMUM OF TEN (10) MEMBERS;
2. PROOF OF A BANK ACCOUNT REGISTERED FOR THE GROUP;
3. PROPOSALS FOR HOW EMPOWERMENT SHALL PROVIDE EMPLOYMENT OPPORTUNITES;
4. THE PROPOSED PROJECT IS BEING UNDERTAKEN WITHIN THE CONSTITUENCY;
5. APPLICANTS MUST HAVE BEEN RESIDENTS IN THE CONSTITUENCY FOR OVER 6 MONTHS; AND
6. COOPERATIVES, CLUBS AND ASSOCIATIONS MAY QUALIFY FOR A MAXIMUM OF **K40, 000.00** AS A ONE-OFF GRANT.

**B. APPLICATION PROCEDURE (STEPS)**

1. COLLECT APPLICATION FORMS **FREE OF CHARGE** FROM EITHER THE **WDCs, WARD COUNCILLORS, CONSTITUENCY OFFICES FOR BOTH KAUMBWE AND PETAUKE CENTRAL, DISTRICT ADMINISTRATION, PETAUKE TOWN COUNCIL, CIVIC CENTRE – ROOMS 10 AND 21, OR INDEED DOWNLOAD FROM THE PETAUKE TOWN COUNCIL WEBSITE.**
2. PLEASE NOTE THAT APPLICATION FOR EMPOWERMENT GRANTS SHALL BE SUBMITTED TO **THE WDCs IN YOUR ZONES** TOGETHER WITH THE FOLLOWING DOCUMENTS:
  - ❖ A COPY OF A VALID CERTIFICATE OF REGISTRATION;
  - ❖ CERTIFIED COPIES OF NRCs FOR MEMBERS
  - ❖ A LETTER OF RECOMMENDATION FROM A CIVIC LEADER/ CHURCH/CHIEF/HEADMAN/WOMAN, OR A COMMISSIONER OF OATHS;
  - ❖ PROOF OF A BANK ACCOUNT REGISTERED FOR THE GROUP;

- ❖ SIGNED MINUTES AND ATTENDANCE LIST OF MEETING HELD TO APPLY FOR EMPOWERMENT; AND
- ❖ PROJECT PROPOSALS.

***APPLICATIONS SHOULD BE SUBMITTED TO THE WDCs IN YOUR ZONES ON OR BEFORE 15<sup>TH</sup> SEPTEMBER 2025.***

  
KELVIN BANDA (MR)  
COUNCIL SECRETARY

PETAUKE DISTRICT COUNCIL  
ADMINISTRATION DEPARTMENT

1 AUG 2025  
COUNCIL SECRETARY  
P.O. BOX 560192,  
PETAUKE.