



## **NKANGALA DISTRICT MUNICIPALITY**

### **CALL FOR APPLICATIONS FOR SMMEs, CO-OPERATIVES, TRADERS, NPO/NGOs OPERATING IN NKANGALA DISTRICT MUNICIPALITY**

#### **APPLICATION FORM 2023/2024**

##### **OVERVIEW**

The call for proposals for business improvement and support for SMMEs, Cooperatives and Informal Traders has been established by the NDM to provide limited grant funding to SMMEs, Cooperatives, Traders and NGOs/NPOs within the district that require capital grow and improve their businesses. The funding will mainly be allocated in the form of a grant in-kind, for example through the purchasing of equipment or tools on behalf of the SMME by the district municipality. The NDM does not transfer money directly to the SMME. Funding ranges between **R50 000 and R200 000**.

##### **The objectives of the Emerging Farmers Support Program are as follows:**

- ✓ To improve access to non-financial support,
- ✓ To improve access to capacity building,
- ✓ To improve access to information,
- ✓ To encourage expansion of existing enterprises,
- ✓ To encourage innovation and continuous improvement,
- ✓ To increase the skills base of the district.

##### **Therefore, the program will make interventions in six priority areas:**

- ✓ Information and technology management
- ✓ Technical and advisory assistance, and regulatory services
- ✓ Marketing and business development
- ✓ Training and capacity building
- ✓ On/off site infrastructure and production inputs
- ✓ Financial support

##### **Please note the following:**

- ✓ The information provided on this application shall be kept strictly confidential and will be used for the purpose of this application only.
- ✓ Incomplete applications will not be processed. Kindly refer to the checklist (Annexure 1) at the back of the application form for minimum documents required to accompany this application.

- ✓ Applications to be submitted to the LED units of local municipalities and Nkangala District Head Offices (LED Unit)

**The following exclusions should be noted when applying for the program:**

- ✓ Purchasing of farms, buildings, livestock, vehicles,
- ✓ Applicants who are involved in liquor, tobacco enterprises.

**SECTION A: APPLYING ENTITY INFORMATION**

**COMPANY DETAILS**

CIPC Registered Name						
Trading Name						
Main Business Activity(s)						
Type of Business (e.g. Pty Ltd, Cooperative, Trust, CC, etc)						
Registration number						
Telephone Number						
Email Address						
Physical Address						
Ward						
Local Municipality						
Location (Area)						
Number of Beneficiaries	Total		Youth		Military Veterans	
	Women		Persons with disabilities		Farm Workers	
Number of Current Employees	Total		Youth		Military Veterans	
	Women		Persons with disabilities		Farm Workers	
Number of jobs to be created.	Total		Youth		Military Veterans	
	Women		Persons with disabilities		Farm Workers	

**CONTACT PERSON FOR THE APPLYING ENTITY**

Names/Surname		
Designation/ Role		
Contact Number(s)		
Email Address		

**CONDITIONS FOR FUNDING (please respond by ticking the appropriate box)**

Is/are the applicant(s) South African Citizen with a valid identity document(s)	Yes	No
Is the business 51 % black-owned	Yes	No





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**2. BUSINESS DESCRIPTION**

Short description of the business and what it does. (Services and goods)

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**3. BUSINESS OPERATIONS**

Longer description of the business, what it does, how, etc. Describe the concept and exactly how the business will work. If applicable, please list important suppliers and contracts that you have.

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**4. ENVIRONMENT ANALYSIS**

Why is this the right place, time, etc for this business to be operating?

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## 8. MANAGEMENT AND SUPPORT PERSONNEL

Give a brief description of the people behind the company. The full CV's must be attached at the end, so these are very brief descriptions of who people are, what their experience is and what they are doing (i.e. what are they responsible for).

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9. Has the business previously received funding from government? If yes, what type, under which programme, and how much?

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## SECTION D: FUNDING REQUIREMENTS

No	ITEM DESCRIPTION	COST BREAKDOWN
1.		
2.		
3.		
4.		
5.		
6.		
7.		

**NB: Please attach quotations for items indicated above. However, the quotation is for guidance purposes only. The municipality reserves the right to procure comparable items.**

**SECTION E: DECLARATION & CONSENT BY THE APPLICANT/S**

This is to certify that,

I/We..... (Name & Surname).....  
(Capacity) representing..... (Legal Entity) declare that, all the information provided by me/us as applicant/s on this form is true and correct and that all the necessary documents required to process this application be successful.

<b>APPLICANT</b>	
Surname	
Full Names	
Designation/ Capacity	
Contact Details	
Email Address	
Signature	
Place	
Date	

**REFERENCES**

<b>Names</b>	<b>Relationship</b>	<b>Contacts</b>

***NB: Please note that incomplete applications will not be processed.***



**ANNEXURE 1: CHECKLIST FOR APPLICATIONS (please tick the appropriate box)**

REQUIRED DOCUMENT	✓
Completed and signed application	
Business Plan of the applicant/s	
Valid ID Copies of the Applicant/s	
CVs of Profile of Directors/ Shareholders/Trustees	
CIPC Registration Certificates of the Applicant/s	
Off-take agreement(s)/ letter of intent/ market plan for the Applicant/s	
Lease/Rental Agreement Exceeding 12 months or title deed.	
Annual returns by CIPC (to verify status of the enterprise)	
FICA documents (e.g. Municipal accounts, letter from traditional authority);	
Legislative Approvals where applicable (EIA, SABS, Water Use Licence, Soil/Water Test Results)	
Plans/ designs/ specifications/ quotations for the cost items	