

DISCRETIONARY GRANTS APPLICATION FORM 2023/2024

GRANT APPLICATIONS APPLYING FOR: CLUSTER 2: PROJECTS PROGRAMMES

This application form must be completed by Employers/Applicants wishing to participate in the following programmes supported by MQA. The Employer/Applicant may apply on this application form for one or more programmes indicated below:

SECTION	PROGRAMME
D	ARTISAN AIDES GRANT APPLICATION
E	ARTISAN DEVELOPMENT GRANT APPLICATION
F	ARTISAN RPL GRANT APPLICATION
G	NON-ARTISAN DEVELOPMENT GRANT APPLICATION
H	NON-ARTISAN DEVELOPMENT (RPL) GRANT APPLICATION
I	NCV (LEVEL 4 GRADUATES) GRANT APPLICATION
J	AET GRANT APPLICATION
K	FLC GRANT APPLICATION
L	OCCUPATIONAL HEALTH AND SAFETY SKILLS PROGRAMMES GRANT APPLICATION

A. EMPLOYER DECLARATION

I, _____, named hereunder, declare that as the duly authorised representative of the Employer/Organisation confirms that Employer/Organisation will comply with the general rules and criteria hereunder and further confirm that all the information provided in this application is true and accurate.

Name and Surname:		Date:	
Click here to acknowledge commitment			

NOTE:

The Applications Form is an electronic FILLABLE PDF FORMAT with drop-down menus where applicable. You must click on the appropriate selection button and/or type in the information where such information is required. Do not complete the form by hand.

This application form must be submitted electronically to grants@mqa.org.za. Application forms submitted to any other e-mail address at MQA will be disqualified.

B. GENERAL APPLICATION RULES

1. The application form must be completed in full and submitted to the MQA to grants@mqa.org.za. Applications received after the due time and date will not be considered. Application forms submitted to any other e-mail address at MQA will not be considered.
2. Applicants should submit their application/s using the prescribed MQA Discretionary Grant Application Form for the relevant project.
3. The application form must be completed in full.
4. It is the responsibility of the applicant to ensure that their application is received by MQA.
5. It is the applicant's responsibility to advise MQA on changes to contact person/s details.
6. All Employers/Organisations with multiple sites using one levy number must submit one consolidated application.
7. The application form may not be altered.
8. The application must be submitted by an Employer/Organisation registered with the MQA with accurate and complete company details.
9. Employers/Applicants must only apply for Learners who will be registered or complete training during 01 April 2023 to 31 March 2024.
10. The MQA may conduct a risk-based approach learner verification site visits to approve grants prior to payment of any grant.
11. Applying Employers/Organisations must be Workplace Approved by MQA or any SETA for the trade that they are applying for including the sites in which the Workplace Learning is to be conducted.
12. MQA reserves the right to conduct due diligence audit before or after allocation of discretionary grants (this may be desktop or physical).

NB: MQA Funding Policy Rules will apply, and the above rules must be read in conjunction with the MQA funding policy

C. EMPLOYER/APPLICANT INFORMATION

Employer/Applicant Name			
Skills Development Levy (SDL) Number (Paying or Exempted)			
Site SDL Number (Paying levies- If applicable)			
Organisation Registration Number (If applicable)			

PHYSICAL ADDRESS

Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
District Municipalities			
Local Municipalities			
Rural or Urban			

POSTAL ADDRESS

Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	

SIZE OF THE ORGANISATION *(please select the correct option on the relevant company size)*

Size of the Organisation	Small (0 – 49)	Medium (50 – 149)	Large (<150)
Has the organisation submitted the WSP/ATR In 2021?	Yes		No
Has the organisation submitted the Pivotal Plan and Report in 2022?	Yes		No
Is the organisation workplace approved?	Yes		No

D. ARTISAN AIDES GRANT

Note: Artisan Aides is paid upon completion.

QUALIFICATION

No. of Employed Learners	No. of Unemployed Learners	Total No. of Learners Applied For

SKILLS PROGRAMME

No of Employed Learners	No of Unemployed Learners	Total Number of Learners Applied For

Contact details of person responsible for Artisan Aides:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

E. ARTISAN DEVELOPMENT GRANT

Note: Artisan Development Grant is paid in four tranches according to the grant rules as stated in the MQA funding policy.

Total Number of Learners Applied For

Contact details of person responsible for Artisan Development:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

F. ARTISAN RPL GRANT

Note: Artisan RPL is paid upon completion.

No. of Employed Learners	No. of Unemployed Learners	Total No. of Learners Applied For

Contact details of person responsible for Artisan RPL:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

G. NON-ARTISAN DEVELOPMENT GRANT

Note 1: Non- Artisan Development Grant is paid in two tranches according to the grant rules as stated in the MQA funding policy.

Note 2: Workplace approval is a requirement to implement learnerships.

Learnership Type	No of Learners Unemployed	No. of Learners Employed
Diamond Processing and Jewellery Manufacturing		
Diamond Processing and Jewellery Manufacturing for learners with Disability		
Non-Artisan Core Learnerships		

Contact details of person responsible for Non-Artisan Development:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

H. NON-ARTISAN DEVELOPMENT (RPL) GRANT

Note: Non- Artisan RPL is paid upon completion

Total Number of Learners Applied For:

Contact details of person responsible for Non-Artisan Development RPL:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

I. NCV (LEVEL 4 GRADUATES) GRANT

Note: Workplace Approval.

No. of Unemployed Learners

Contact details of person responsible for New Venture Creation:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

J. AET GRANT

Note: AET is paid upon completion and no workplace approval is required

Name of Programme	Level	No. of 18.1 Learners Employed	No. of 18.1 Learners to be on full time classes	No. of 18.1 Learners to be on part time classes	No. of 18.2 Learners Unemployed
AET	PRE/BASIC				
AET	LEVEL1-4				
GETC	NQF 1				
NATED COURSES	N1 – N3				
	TOTALS				

Contact details of person responsible for AET:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

K. FLC GRANT

Note: FLC is paid upon completion.

Name of Programme	No of Learners
Foundational Learning Competence (FLC)	

Contact details of person responsible for FLC:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

L. OCCUPATIONAL HEALTH AND SAFETY SKILLS PROGRAMMES GRANT

Note: Occupational Health and Safety Skills Programmes are paid upon completion.

Name of Programme	No of 18.1 Employed Learners
Occupational Health and Safety Skills Programmes	

Contact details of person responsible for Occupational Health and Safety Skills Programmes:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Site Representative			
Representative Designation			
Tel Number			
E-mail			

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