

## SME DISCRETIONARY GRANT 2019/20 APPLICATIONS

The Wholesale and Retail SETA (W&RSETA) has allocated funding from its Discretionary Reserves to support **3 500 Small and Medium Levy-Paying companies** that employ less than 50 and 150 employees, respectively, which operate within the Wholesale and Retail Sector. Eligible companies are invited to apply for grant funding for training of their employees, managers and/or owners. The funding is available only to companies that are registered with the W&RSETA and have the relevant Skills Development Levy (SDL) Number.

The Grant funding is aimed at meeting the National Skills Development Strategy (NSDS) III Goals on SME development, and to address the skills gaps as identified in the Sector Skills Plan as well as to contribute towards achieving the W&RSETA's Annual Performance Plan targets.

### Requirements/Criteria:

- Applications must be submitted on the prescribed templates available from [www.wrseta.org.za](http://www.wrseta.org.za).
- There must be signed Learner Agreement for each participating learner.
- Certified ID copies for each participating learner.
- Certified copies of highest qualifications for learners doing Skills Programmes and/or Single Unit Standards.
- Implementation Plans with all the training dates and milestones.
- Each company is eligible for the grant funding of R18 000.00.
- Companies can train up to a maximum of 2 learners (employees).
- Companies can either implement Skills Programmes, single Unit Standards or Non Credit-Bearing programmes.
- Training interventions must be targeted at employed (18.1) learners only.
- Credit-bearing programmes should be conducted by accredited Training Providers that have full or provisional accreditation or by Training Providers with Scope.
- Holding companies are allowed to apply on behalf of their subsidiaries/members provided each subsidiary/member is registered with the W&RSETA and has a valid SDL Number. A holding company will be issued with one contract which lists all participating subsidiaries/members. The value of the contract will be R18000.00 multiplied by the number of subsidiaries/members.

### Important Dates:

- **30 September 2019:** Closing date for applications (submission of signed Contracts, Implementations Plans, signed Learner Agreements, certified ID copies and proof of highest qualification).
- **20 January 2020:** Completion of learner and/or enterprise verifications.
- **31 January 2020:** Contract end date (all the contract deliverables including learner registrations, training, verifications and final tranche invoicing must have been completed on or before this date).

Allocations will be done on a first-come-first-served basis. Once the 3500 mark has been reached, applications will be closed even before 30 September 2019. Applications received after the closing date or after the 3500 target has been reached will not be considered. Allocations are subject to the availability of funds and are at the sole discretion of the W&RSETA.

**All applications must be submitted electronically via [smedg1920@wrseta.org.za](mailto:smedg1920@wrseta.org.za). Applications submitted through any other means, including hand deliveries, will be regarded as invalid.**

The W&RSETA will hold briefing sessions to explain the processes and requirements for submitting applications. The sessions will also capacitate small companies on how to participate in the SETA's programmes and address some of the issues that these companies experience when interacting with the W&RSETA. Venues for the briefing sessions will be published on the W&RSETA website in due course. All interested stakeholders are invited to attend the briefing sessions as per the schedule below:

PROVINCE	DATE	TIME	VENUE
Western Cape	06 August 2019	10h00 – 13h00	TBA on W&RSETA Website
KwaZulu-Natal	08 August 2019	10h00 – 13h00	TBA on W&RSETA Website
Gauteng (including North West, Limpopo and Mpumalanga)	12 August 2019	10h00 – 13h00	TBA on W&RSETA Website
Eastern Cape	13 August 2019	10h00 – 13h00	TBA on W&RSETA Website
Free State (including Northern Cape and North West)	16 August 2019	10h00 – 13h00	TBA on W&RSETA Website

**IMPORTANT NOTICE:** Stakeholders are encouraged to stick to the stipulated timelines as there will be no extensions on any of the indicated dates. The process of writing back the unspent funds will start in February 2020, which will lead to the project being permanently closed. No training should take place before learners are registered on the Learner Management System.