

# MANDATORY GRANT APPLICATIONS - 2024/2025

The Wholesale and Retail SETA (W&RSETA) invites applications for **Mandatory Grants for the 2024/2025** financial year from qualifying levy paying companies within the Wholesale and Retail Sector. As prescribed by the Grant Regulations, Gazette no. 35940 of 3 December 2012, the following must be completed and submitted electronically on the W&RSETA Management Information System:

- Section A4: Employment Profile
- Section F1-8: Annual Training Report for training implemented in 2023/24
- Section E1-8: Workplace Skills Plan based on training planned for 2024/25
- Fully signed authorization page and dated on or before 30 April 2024
- Signed Minutes reflecting proof of consultation related to training (Medium & Large)

The documents indicated above are referred to as Annexure II and are due by **30 April 2024**, unless regulated otherwise by the Minister of Higher Education, Science and Innovation.

## METHOD OF SUBMISSION:

Submissions must be made on the Management Information System (MIS) which is accessible from the seta website ([www.wrseta.org.za](http://www.wrseta.org.za)) or via the link: [www.wrsetaonline.org.za](http://www.wrsetaonline.org.za) under Stakeholder Login as from **5 February 2024**.

Submissions must be made by company appointed SDF's or W&RETA appointed Sector Liaison Officers. SDF appointment letters must be on a company letterhead specifying the period, SDL number of the company, full name and ID number of SDF and uploaded on MIS. Compliant SDF applications will be granted access to the MIS.

Stakeholders are encouraged to commence with their submissions once the system is open to avoid last minute submissions when the system is experiencing a high volume of submissions.

For any assistance needed please contact the relevant W&RSETA provincial office.

**SUBMISSION DEADLINE: 30 April 2024, midnight**

## MANDATORY GRANT PAYMENTS:

Compliant Annexure II submissions will be approved within 90 days from the submission deadline date. Mandatory Grants will be paid quarterly once approved, based on 20% of the levy contribution made in the financial period.

SDFs are responsible to track the status of their submission on MIS. All non-compliant submissions will be rejected by 15 December 2024 and no Mandatory Grants will be paid. All unclaimed Mandatory Grants will be transferred to the Discretionary Grant reserves.

## APPLICATION FOR DICRETIONARY GRANTS:

The W&RSETA will publish funding windows for companies to apply for Discretionary Grants. These grants are allocated at the sole discretion of the W&RSETA and are subject to the availability of funds, with the aim of implementing the W&RSETA Sector Skills Plan and achieving the Annual Performance Plan.

Please contact the relevant Provincial Office where the employer is situated for assistance:

Province	Contact Person	Contact Number	Provincial Email
Eastern Cape	Mzamo Matyobeni	043 726 3281	mmatyobeni@wrseta.org.za
Western Cape	Ashley Goliath	021 561 6500	agoliath@wrseta.org.za
Kwa-Zulu Natal	Angel Gambushe	031 277 0500	agambushe@wrseta.org.za
Gauteng North	Lekgethile Mothoa	012 430 4930	lmothoa@wrseta.org.za
Gauteng South	Jephrey Nene	011 656 0085	jnene@wrseta.org.za
Limpopo	Sipho Khosa	015 291 2237	skhosa@wrseta.org.za
Mpumalanga	Portia Chiloane	013 690 1214	pchiloane@wrseta.org.za
North West	Membrý Mmolotsi	014 592 0483	mmmolotsi@wrseta.org.za
Northern Cape	Kabelo Thembu	053 831 4117	kthembu@wrseta.org.za
Free State	Senzenina Moroe	051 444 0766	smoroe@wrseta.org.za