

PIVOTAL DISCRETIONARY GRANT 2023/24 FUNDING WINDOW

The Wholesale and Retail Sector Education and Training Authority (W&RSETA) hereby invites **SAQA-registered business schools** or **universities** to apply for the following Discretionary Grant Funding Window:

INTERVENTION

**RETAIL MANAGEMENT
DEVELOPMENT
PROGRAMME 2023/24
REF: SP/RMDP/0003**

UNITS

Total: 320
delegates

Category 1:

NQF level 7:
SAQA accredited
qualification

No. of delegates:
140

Category 2:
NQF level 6:
SAQA accredited
qualification

No. of delegates:
100

Category 3:
NQF Level 5:
SAQA Accredited
Qualification

No. of delegates:
80

REQUIREMENTS/CRITERIA

SCOPE OF SERVICES

The scope of service for the training provider to perform the following deliverables:

- Recruitment and Selection of delegates
- Admit and register delegates on the relevant NQF levels as per the specified categories on a SAQA accredited qualification.
- Design a customised retail management development qualification suitable for the Wholesale and Retail Sector with detailed timelines and a calendar for the duration of the programme.
- Deliver the programme and provide academic support for the duration of the programme.
- Coordinate and deliver the training programme through a hybrid model (online and physical classes)
- Design and coordinate customised local immersions to expose delegates to wholesale and retail best practices.
- Develop a communication plan on processes, requirements and expectations from registration throughout the programme including stakeholder briefings and quarterly feedback sessions.
- Issue SAQA accredited qualifications to delegates who successfully complete the programme.

EXPECTED OUTCOMES AND DELIVERABLES

The training provider will be required to:

- Sign a memorandum of agreement/contract with the W&RSETA prior to implementation of the programme.
- Customise an accredited qualification to deliver a Retail Management Development Programme incorporating sector specialists and/or leaders and relevant local immersions.
- Provide an implementation plan for the duration of the programme including delegate support, detailed calendar, communication and programme overview including the core modules and electives (where applicable).
- Register allocated number of delegates from the Wholesale and Retail Sector on an NQF level 5/6/7 SAQA accredited qualification.
- Conduct formative and summative assessments.
- Submit to the W&RSETA proof of registration with required documentation.
- Conduct orientation by **30 April 2024**.
- Administrative reporting on the programme including attendance registers, facilitation reports and delegate reviews/feedback and monthly progress reports.
- Issue a SAQA registered NQF level 5/6/7 qualification to delegates who complete the programme.
- Facilitate a graduation ceremony in conjunction with the W&RSETA.
- Submit closure reports at the conclusion of the programme.

TERMS AND CONDITIONS

- **Category 1:** A SAQA-registered university or business school with the capacity to deliver a hybrid NQF level 7 accredited customised retail management development programme for 140 middle managers, supervisors and team leaders from the Wholesale and Retail Sector.
- **Category 2:** A SAQA-registered university or business school with the capacity to deliver a hybrid NQF level 6 accredited customised retail management development programme for 100 middle managers, supervisors and team leaders from the Wholesale and Retail Sector.
- **Category 3:** A SAQA-registered university or business school with the capacity to deliver a hybrid NQF level 5 SAQA accredited management development programme for 80 middle managers, supervisors and team leaders from the Wholesale and Retail Sector.

All Categories:

- The training provider must have a valid SAQA/CHE accreditation/registration and registered with the Department of Higher Education and Training.
- The training provider must be in good standing with SARS.
- Applications must be made by completing the **PIVOTAL DG23/24 Funding Window Application Form**.
- Applicants should submit the application form with relevant supporting documents for each category they wish to be considered for.
- Applicants must submit a detailed implementation plan including the credentials and experience of the faculty that will be appointed for the programme.
- All delegates must be registered on the W&RSETA Learner Benefit Template and Management Information System by no later than **28 February 2024**.
- Learner agreements signed by all parties, must be submitted to the W&RSETA by **28 February 2024**.
- All delegates must be registered with the institution by **31 January 2024**.
- Track record with client references on successful implementation of management development programmes must be demonstrated.

TERMS AND CONDITIONS

- The appointed institutions will be required to engage to ensure standardisation of project implementation.
- Experience in delivering management development programme in the Wholesale and Retail Sector will be an added advantage.
- Failure to meet deliverables within the stipulated timeliness will result in the withdrawal of the allocation and funding re-allocated to an institution that is able to meet the timelines.

Applications must be submitted to RMDP@wrseta.org.za by **31 July 2023**. No late applications will be considered.

The application form is available from www.wrseta.org.za

All queries related to this advert should be directed to the Special Projects Unit to **Marcus Mokgohloa** at mmokgohloa@wrseta.org.za

*The W&RSETA reserves the right not to award the funding window.