



DISCRETIONARY GRANT: ASSESSOR TRAINING (MARCH 2019)

Project Name (As per the advert)	
Closing Date for Submission	

Type of Programme

Type of Programme	SAQA US ID	NQF Level	Credits
Conduct outcomes-based assessment	115753	Level 5	15

Summary of Application:

Province	Area	Dates of Training	No. Applied For
Gauteng	Midrand	11 March – 15 March 2019	
Mpumalanga	Nelspruit	04 March – 08 March 2019	
Free State	Bethlehem	04 March – 08 March 2019	
KwaZulu Natal	Durban	04 March – 08 March 2019	
KwaZulu-Natal	Pietermaritzburg	11 March – 15 March 2019	
TOTALS			

Important Instructions:

Submission of the following documents is compulsory:

1. Duly completed and signed, original application form
2. Company registrations documents (CIPC)
3. Valid Original Tax Clearance Certificate/ Certificate of Good Standing issued by SARS (Original only, no copies will be accepted)
4. BBBEE Certificate or Affidavit
5. Proof of Accreditation for **U/S Code 115753** or qualification **NLRD: 50334 – National Certificate: Occupationally Directed Education and Training Development Practices**
6. Proof of registration of Assessors against point 4 above
7. Proof of registration of Moderators
8. Two page resume of Facilitators to be used, with certified copies (not older than 3 months) of their qualifications

Applications will be evaluated as per SASSETA policies. Prospective Applicants are invited to contact SASSETA for assistance in completing the application forms by calling the **SASSETA call centre on 011 087 5555** or by emailing queries to callcentre@sasseta.org.za

SASSETA reserves the right not to make any award in terms of this advertisement and may at its own discretion reduce or increase the number of learners awarded.

Guidelines: Application by Training Providers

- Any provider, whether public or private, that is accredited by the ETDPSSETA for **U/S Code 115753** or qualification **NLRD: 50334 – National Certificate: Occupationally Directed Education and Training Development Practices** may apply
- This application form must be completed in full, where not applicable this must be indicated and not left blank
- Ensure that you have capacity to deliver the training in the listed areas, on the stated dates.
- A provider may elect to apply for only one, some or all the areas but may not split the numbers per area. Applications to clearly indicate which areas.
- All copies must be certified by a commissioner of oaths and not be older than three months.
- Applications must be placed in a sealed envelope and marked as follows:
 - DISCRETIONARY GRANT 2018/19 Fourth (4th) Funding Window.
 - The envelope should read ASSESSOR TRAINING PROVISION and the areas you wish you be considered for
- All submissions must either:
 - be hand delivered to the mailroom at the SASSETA Office: Riverview Office Park, Janadel Avenue (off Bekker Road) Midrand; or
 - Posted to SASSETA at PO Box 7612 · Halfway House · 1685.

Training Provider Registered Name:		
Trading as:		
Skills Development Levy (SDL) Number: (Where applicable)		
Do you Contribute levies (If Yes please specify which SETA do you contribute to)	Ye s	
	No	

PART A: ADMINISTRATIVE DETAILS

A1 Details of the Applicant (The Training Provider)

Company/Organization: _____

Postal Address: _____

 Postal Code: _____

Company Registration Number _____

PSIRAReg /Law Society Reg: _____

Size of the Organization/Company: 0- 49 50 – 149 150+ **Mark with an X**

Contact Person

Name _____ Email _____
 Telephone _____ Cell _____

Banking Details

Account Holder: _____
 Bank: _____
 Account Number: _____
 Branch Code: _____

Capacity to Provide Training:

Province	Area	Dates of Training	No. of Delegates	Capacity to Deliver (Enter No. that you wish be considered for)
Gauteng	Midrand	11 March – 15 March 2019	40	
Mpumalanga	Nelspruit	04 March – 08 March 2019	15	
Free State	Bethlehem	04 March – 08 March 2019	15	
KwaZulu Natal	Durban	04 March – 08 March 2019	15	
KwaZulu-Natal	Pietermaritzburg	11 March – 15 March 2019	15	
TOTALS			100	

Breakdown of Budget:

Province	Area	Dates of Training	No. of Delegates	Cost
Gauteng	Midrand	11 March – 15 March 2019		R
Mpumalanga	Nelspruit	04 March – 08 March 2019		R
Free State	Bethlehem	04 March – 08 March 2019		R
KwaZulu-Nata	Durban	04 March – 08 March 2019		R
KwaZulu-Nata	Pietermaritzburg	11 March – 15 March 2019		R
TOTALS				R

The above costs should include all training related costs, including but not limited to courseware, assessment, re-assessment of up to 50% of delegates and meals. SASSETA will provide the learners and the venues, recruitment and venue hire must NOT BE INCLUDED in the above costs.

Details of the Accredited Training Provider

Full Name of Provider											
Trading as						BEE	Yes		No		
Company Owned exclusively by	Youth		Women		People With Disability						
Management includes	Youth		Women		People With Disability						
Company Contact Details	Physical Address (including Postal Code)										
	Postal Address (including Postal Code)										
	Phone					Fax					
	E-mail										
Company Registration No.			Levy No			Company Tax No					
Location of company	Rural			Urban			Province				
Contact Person	Name & Surname										
	Phone			Cell			E-mail				

APPLICANT'S DECLARATION

I/We the undersigned hereby declare and certify that:

- The required dates and numbers for training have been noted and we confirm capacity to deliver as required
- The information provided in this application is factually correct in all material respects
- That we don't have a relative or kinship with persons employed by SASSETA including a blood relationship
- That we do not have any unlawful past supply change management practises
- That there is no "Collusive bidding"
- I/We as applicants or any of our directors listed on the National Treasury's database as companies or persons are not prohibited from doing business with the public sector

- I/We are duly authorized to submit this application on behalf of _____
(name of applying organization)

Provider Representative

Full Name: _____

Designation: _____

Date: _____

Signature: _____

N.O	Check List	Applicant to tick:			SASSETA Official to tick :		
		Yes	N/A	No	Yes	N/A	No
1.	We requested assistance from SASSETA where clarity was needed						
2.	The Discretionary Grant Guidelines were considered in completing this application.						
3.	Each relevant and required section of the application form has been duly completed.						
4.	Each supporting document is in line with the application requirements						
5.	The accreditation details requirements are in order.						
6.	The capacity requirements (assessors / moderator) requirements are in order and attached.						
7.	Each of the legal compliance (Tax clearance / CIPC etc) requirements is in order.(Attached)						
8.	The certified documents are not older than three months.						
9.	The application is an original (not a copy of a copy)						
10.	Each relevant organisational party endorsed this application						
11.	The applicable and authorised company representative signed-off the application form.						
12.	The application is in response to the SASSETA advertorial						
13.	The application is signed and dated (where appropriate) by each relevant party						
14.	The coversheet template is pasted on the back of the envelope.						
15.	An independent person checked this application for compliance with each requirement.						
16.	The application is posted / hand delivered to reach SASSETA by the due date and time.						