



**DISCRETIONARY GRANT –  
STRATEGIC PROJECTS FUNDING WINDOW  
2023/24**

**NON-PIVOTAL GRANTS**

A Non-Pivotal Discretionary Grant is for initiatives that advance the goals and objectives of the Sector Skills Plan (SSP), objectives of the NSDP and interventions as laid down in the SETA Grant Regulations that are not necessarily unit standard based training.

**COMMUNITY POLICING FORUM / NEIGHBOURHOOD WATCH / STREET  
COMMITTEES**

**100 Learners / Beneficiaries per Province x 3 Provinces  
(Gauteng, Western Cape, and Free State)**

The Safety and Security Sector Education and Training Authority (**SASSETA**) wishes to support at least three (3) Community Policing Forums (CPF) / Neighbourhood Watch / Street Committee organisations in each of the three Provinces indicated above to build capacity such that they are able to effectively keep their neighbourhoods safe and reduce crime statistics in their area. The number awarded in each of the three Provinces will be limited to 100 learners / beneficiaries per Province.

SASSETA invites **Community Policing Forums / Neighbourhood Watch organisations / Street Committees** that are formally recognised by the SAPS Station Commander in their area **together with a duly accredited Skills Development Provider (SDP)** to submit proposals on how they intend to acquire / procure and use the following that SASSETA shall fund in the project: Applications from only one of the above (either Community Policing Forums / Neighbourhood Watch organisations / Street Committees or SDP) will not be considered. Both must be in a partnership for the purpose of this project. The project shall entail the following:

1. Prepare the documents and pay the fees for PSIRA Registration for the learners / beneficiaries as well as the CPF / Neighbourhood Watch / Street Committee that may not already be registered.
2. Procure and distribute Personal Protective Equipment including reflector vests, whistles and safety boots, torch / flashlights for up to 100 learners/beneficiaries.
3. Procure and distribute Tools of Trade including two-way radios, batons, defensive / pepper sprays, handcuffs and/or cable ties for up to 100 learners / beneficiaries.
4. Applicants may include other goods, services and any other learning intervention required to make their CPF/ Neighbourhood Watch / Street Committee work more effectively, as long as such goods and services are not expressly excluded in the exclusions below.

5. Selected Skills Development Provider's proof of accreditation for the Patrol Officer Skills programme plus UD 11505 and 11508 / General Security Practices, as well as any other Learning Programmes that are proposed by the applicant where accredited training is required.
6. Selected Skills Development Provider to conduct training to beneficiaries on the Patrol Officer Skills programme plus UD 11505 and 11508 as indicated in **Annexure A**.

SASSETA will pay a monthly stipend to the learners for a maximum of three (3) months linked to the duration of the classroom training to learners / beneficiaries who are unemployed. The stipends will be paid directly to the learners.

## **EXCLUSIONS**

The following are out of the scope of the project, as such they should not be included in the proposal and quotation:

- Firearms, ammunition, and related licenses
- Bulletproof vests
- Metal detectors
- Strong rooms
- Perimeter fencing / walls
- Infrastructure not specifically included in scope
- Patrol and any other type of vehicle
- Entities that are not operating as a Community Policing Forum / Neighbourhood watch / Street Committee with a recognition letter from the local SAPS Station Commander

## **BENEFICIARY (LEARNER) RECRUITMENT CRITERIA**

- Learners/Beneficiaries to be recruited **must be South African Citizens** with valid proof of identification.
- Learners/Beneficiaries to be **at least 18 years old**.
- Learners/Beneficiaries should be already participating in Community Policing Forums / neighbourhood watch / street committees.
- Applicant to indicate how they will recruit and select beneficiaries from the community.
- The recruited learners/beneficiaries **must meet the minimum entry requirements** of the learning programme, proof of which must be produced when registering the learners. They should also meet the legal entry requirements of the learning program.

## **COMPULSORY APPLICATION REQUIREMENTS**

The below required documents must be attached to the application.

1. Detailed Project Proposal including the following:
  - a. Proposed project methodology,
  - b. Recruitment and selection strategy,
  - c. Risks identified and how these will be mitigated,
  - d. Project Team



- e. Costing as per the provided Pricing Schedule.
2. Detailed Implementation Plan (assuming project start of 01 April 2024 and completion by 31 January 2025), clearly indicating capacity to deliver the project within this timeframe.
3. Stamped Letter from SAPS Station Commander confirming that the CPF / Neighbourhood Watch / Street Committee indeed operates within the jurisdiction and hand in hand with the SAPS Police Stations
4. Selected Skills Development Provider's valid COIDA Certificate or policy confirmation from the insurer for relevant Public Liability Insurance.
5. Selected Skills Development Provider's proof of accreditation for the Patrol Officer Skills programme plus UD 11505 and 11508 / General Security Practices, as well as any other Learning Programmes that are proposed by the applicant where accredited training is required.
6. Selected Skills Development Provider's PSIRA registration.

#### **ADDITIONAL REQUIREMENTS**

The following documents need not be attached to the application, however, should be readily available during due diligence visit and failure to produce them during the visit will lead to automatic disqualification, so applicants are advised to have them ready by the closing date of this advert:

1. Where applicable, a copy of the SARS letter of exemption as a Public Benefit Organisation (PBO) as well as copy of a valid Tax clearance certificate / certificate of good standing issued by SARS with a valid One-Time PIN.

#### **IMPORTANT NOTES:**

1. The funding window will be open to receive applications from the **04<sup>th</sup> of March 2024** and will close at 23:59:59 (midnight) on the **24<sup>th</sup> of March 2024**. Incomplete (compulsory application requirements not met) applications will be summarily disqualified without recourse.
2. Only online applications will be considered. No hand-delivered, posted, or couriered applications will be accepted. Applications must be submitted via the link below, which may also be accessed from the SASSETA website: [www.sasseta.org.za](http://www.sasseta.org.za)

<https://www.cognitofrms.com/SASSETA4/COMMUNITYPOLICINGFORUMNONPIVOTALFUNDINGWINDOWAPPLICATIONFORM20232024FINANCIALYEAR>

3. Applicants must upload all compulsory supporting documents required above on the application link as directed. Applications missing one or more of the compulsory documents listed under “**COMPULSORY APPLICATION REQUIREMENTS**” above will be summarily disqualified without recourse.
4. The total weight of the attachments submitted should not exceed 20MB.
5. It is important that the proposal clearly reflects the province the applicant wishes to be considered for and submits a clear Implementation Plan of how the project will be implemented in the selected province between 01 April 2024 and 31 January 2025.
6. Applicants must use the pricing schedule included at the end of this advert. This may be copied onto the proposal.
7. Preference will be given to Community Policing Forums and/or Neighbourhood Watch Organisations / Street Committees that operate in the Provinces listed above and who are on the list of the 30 Police Stations with the highest crime rates (see list attached)
8. A three-phase evaluation process will be used to appoint suitable service providers – compliance checking, functional evaluation, and due diligence. Only compliant applications will be evaluated and only applications scoring at least 80 during the evaluation will be short-listed and considered for due diligence assessment.
9. Where a joint venture application is made, all the parties need to meet the statutory requirements applicable and submit all compliance documents for each of the parties.

### **SASSETA’s role in supporting the CPF/NW/SC project**

1. Assist to forge a relationship between a CPF/NW/SC and a nearby security company or armed response entity (where applicable)



**PRICING SCHEDULE (TO BE COPIED ONTO THE PROPOSAL)**

<b>NO</b>	<b>ITEM DESCRIPTION</b>	<b>UNIT COST (A)</b>	<b>NO. OF UNITS (B)</b>	<b>TOTAL COST (INCL. OF VAT) (A x B)</b>
1.	Prepare the documents and pay the fees for PSIRA Registration for the learners		100	
2.	Prepare the documents and pay the fees for PSIRA Registration for the learners / beneficiaries as well as the CPF / Neighbourhood Watch / Street Committee		1	
3.	Procure and distribute proposed Personal Protective Equipment for the learners/beneficiaries. (attach an itemised list of the proposed items and cost)		100	
4.	Procure and distribute Tools of trade as per proposal (attach an itemised list of the proposed items and cost).		100	
5.	Cost of training on the proposed Community Policing Skills Programme (must be in line with SASSETA funding framework outlined in the Discretionary Grant Policy v11)		100	
6.	Cost of any other proposed good , services or training, if any (must be in line with SASSETA funding framework outlined in the Discretionary Grant Policy v11)		100	
7.	Other (Specify)			
8.	Other (Specify)			
9.	Other (Specify)			
10.	Other (Specify)			
	<b>SUB-TOTAL</b>			
	Project Management / Administration Fee (up to 7.5% of the sub-total)			
	<b>TOTAL QUOTE</b>			

The cost of the learner stipends should not be included in the quote. SASSETA will allocate this cost upon award and pay it directly to the beneficiaries.

*(Signature)*

## FUNCTIONALITY EVALUATION

ELEMENT	FUNCTIONALITY EVALUATION		FUNCTIONALITY WEIGHT	TOTAL SCORE
Suitability of the Applicant:	Rating out of	Evaluation criteria		
Detailed Project Proposal attached includes the following: a. Proposed project methodology, b. Recruitment and selection strategy, c. Risks identified and how these will be mitigated, d. Project Team e. Costing as per the provided Pricing Schedule. <b>(30 Points)</b>	0	No Project Proposal has been attached / Attached Project Proposal does not adequately address the key areas required / only addresses 1, 2, 3 or 4 areas		
	1	A comprehensive Project Proposal has been attached and it includes all the 5 key areas		
Detailed Implementation Plan clearly indicating capacity to deliver the project between 01 April 2024 and 31 January 2025 to be attached. <b>(25 Points)</b>	0	No Implementation Plan has been attached to the application / Attached Implementation Plan inadequately demonstrates how the project will be implemented between April 2024 and January 2025		
	1	Attached Implementation Plan adequately demonstrates how the project will be implemented between April 2024 and January 2025		
Stamped Letter from SAPS Station Commander confirming that the CPF / Neighbourhood Watch / Street Committee indeed operates within the jurisdiction and hand in hand with the SAPS Police Stations <b>(45 Points)</b>	0	No Stamped Letter from SAPS Station Commander confirming that the CPF / Neighbourhood Watch / Street Committee indeed operates within the jurisdiction and hand in hand with the SAPS Police Stations has been attached / it is not stamped		
	1	Stamped Letter from SAPS Station Commander confirming that the CPF / Neighbourhood Watch / Street Committee indeed operates within the jurisdiction and hand in hand with the SAPS Police Stations has been attached		
<b>TOTAL</b>			<b>100</b>	

Bidders should obtain a minimum of 70% threshold to proceed to phase 2 evaluation stage.



## HOW TO APPLY

1. Applicants can submit their applications by following link, also found on our website, [www.saseta.org.za](http://www.saseta.org.za) :

<https://www.cognitoforms.com/SASSETA4/COMMUNITYPOLICINGFORUMNONPIVOTALFUNDINGWINDOWAPPLICATIONFORM20232024FINANCIALYEAR>

2. All applications must reach SASSETA per link above **on or before the 24<sup>th</sup> of March 2024 at 23:59:59 pm (midnight).**

Applicants who require assistance may send an e-mail to [nonpivotal@saseta.org.za](mailto:nonpivotal@saseta.org.za) prior to the closing date and time.

## BRIEFING SESSIONS DATES

Stakeholders are invited to attend a non-compulsory online Briefing Session that will be held virtually by SASSETA as per below. Prospective applicants are encouraged to attend the session as indicated below.

**Date : 05 March 2024**

**Time : 10am**

The recording of the aforementioned session will be promptly made available on our website immediately following the conclusion of the session.



## Annexure 1 – Community Policing Skills Programme

Skills Programmes 1 - Patrol Officer (NC: General Security Practices) 19SASSETA01			
Unit Std ID	Unit standards Tittle	NQF Level	Credits
12484	Perform basic fire fighting	2	4
116534	Carry out basic first aid treatment in the workplace	3	2
244176	Use security equipment	2	2
244177	Conduct a security patrol in an area of responsibility	3	7
244179	Handle complaints and problems	3	6
244181	Perform hand over and take over responsibilities	3	2
244182	Give evidence in court	3	4
244184	Apply legal aspects in a security environment	3	8
246694	Explain the requirements for becoming a security service provider	3	4
Additional Unit Standards			
11505	Identify, handle, and defuse security related conflict	4	12
11508	Write security reports and take statements	4	10
<b>TOTAL CREDITS TO BE ACHIEVED</b>			<b>61</b>

*[Handwritten Signature]*



**LIST OF 30 POLICE STATIONS**

**Eastern Cape (1)**

No.	Station	Province	April to June	April to Jun-1	April to Jun-2	April to Jun-	April to Jun-	Count Diff	% Change
1	EAST LONDON	EASTERN CAPE	1 533	1 554	968	1 273	1 402	129	10,10%

**Free State (1)**

No.	Station	Province	April to June	April to Jun-19	April to Jun-20	April to Jun-21	April to Jun-22	Count Diff	% Change
1	PARK ROAD	FREE STATE	2 794	2 537	1 125	1 782	1 904	122	6,80%

**Gauteng (13)**

No.	Station	Province	April to June	April to Jun-19	April to Jun-20	April to Jun-21	April to Jun-22	Count Diff	% Change
1	AKASIA	GAUTENG	1 544	1 498	1 027	1 385	1 367	-18	-1,30%
2	ALEXANDRA	GAUTENG	1 121	1 205	903	1 387	1 394	7	0,50%
3	BROOKLYN	GAUTENG	1 547	1 825	698	1 529	1 584	55	3,60%
4	HONEYDEW	GAUTENG	2 433	2 472	1 376	2 075	2 147	72	3,50%
5	JHB CENTRAL	GAUTENG	2 984	2 731	1 065	1 896	1 930	34	1,80%
6	KEMPTON PARK	GAUTENG	1 722	1 636	805	1 299	1 430	131	10,10%
7	MIDRAND	GAUTENG	1 819	1 684	927	1 560	1 560	0	0,00%
8	PRETORIA CENTRAL	GAUTENG	2 135	2 035	759	1 455	1 470	15	1,00%
9	RANDFONTEIN	GAUTENG	1 568	1 502	1 181	1 470	1 449	-21	-1,40%
10	SANDTON	GAUTENG	1 743	1 869	785	1 349	1 299	-50	-3,70%
11	SUNNYSIDE	GAUTENG	1 794	1 902	656	1 413	1 315	-98	-6,90%
12	TEMBA	GAUTENG	1 486	1 490	1 086	1 503	1 365	-138	-9,20%
13	TEMBISA	GAUTENG	1 313	1 590	1 042	1 413	1 325	-88	-6,20%

**KwaZulu Natal (5)**

No.	Station	Province	April to June	April to Jun-19	April to Jun-20	April to Jun-21	April to Jun-22	Count Diff	% Change
1	DURBAN CENTRAL	KWAZULU-NATAL	2 437	2 385	851	1 842	1 919	77	4,20%
2	EMPANGENI	KWAZULU-NATAL	1 389	1 393	1 027	1 463	1 317	-146	-10,00%
3	PHOENIX	KWAZULU-NATAL	1 562	1 893	1 197	1 643	1 592	-51	-3,10%
4	PINETOWN	KWAZULU-NATAL	1 791	1 778	1 135	1 694	1 483	-211	-12,50%
5	PLESSISLAER	KWAZULU-NATAL	1 480	1 555	1 343	1 606	1 357	-249	-15,50%

**Limpopo (1)**

No.	Station	Province	April to June	April to Jun-19	April to Jun-20	April to Jun-21	April to Jun-22	Count Diff	% Change
1	THOHOYANDOU	LIMPOPO	935	1 101	786	1 128	1 292	164	14,50%

**North West (1)**

No.	Station	Province	April to June	April to Jun-19	April to Jun-20	April to Jun-21	April to Jun-22	Count Diff	% Change
1	RUSTENBURG	NORTH WEST	1 807	1 751	1 064	1 601	1 708	107	6,70%

**Western Cape (8)**

No.	Station	Province	April to June	April to Jun-19	April to Jun-20	April to Jun-21	April to Jun-22	Count Diff	% Change
1	CAPE TOWN CENTRAL	WESTERN CAPE	3 346	3 380	1 021	1 870	2 801	931	49,80%
2	DELFT	WESTERN CAPE	1 590	1 749	1 001	1 563	1 596	33	2,10%
3	KRAAIFONTEIN	WESTERN CAPE	2 144	1 699	1 191	1 515	1 338	-177	-11,70%
4	MFULENI	WESTERN CAPE	1 563	1 654	878	1 384	1 423	39	2,80%
5	MITCHELLS PLAIN	WESTERN CAPE	2 684	2 717	1 182	1 737	1 923	186	10,70%
6	NYANGA	WESTERN CAPE	1 789	1 433	1 005	1 253	1 422	169	13,50%
7	STELLENBOSCH	WESTERN CAPE	1 696	1 816	741	1 464	1 560	96	6,60%
8	WORCESTER	WESTERN CAPE	1 632	1 510	958	1 223	1 367	144	11,80%

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