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Funding Policy on Discretionary Grants

Change History

Version	Review Date	ApprovalDate	Amendment
0.1	December 2007		Initial Draft
0.2	April 2013		Second Draft
0.3	24 July 2014		Third Draft
0.4	1 April 2015		Fourth Draft

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1. INTRODUCTION

1.1 The Minister of Higher Education & Training, Honourable Dr. Bonginkosi Emmanuel Blade Nzimande has published Grant Regulations on the 3rd of December 2012 (Gazette No. 9867) on grants to be paid by Sector Education and Training Authorities (SETAs). The Energy & Water SETA has developed this policy document in order to provide advice to stakeholders on the requirements for claiming these Grants.

1.2 This policy is effective from 1 April 2015 and will be amended from time to time by additional annexure as approved by the EWSETA Board.

1.3 Under the previous Grant Regulations, the EWSETA was able to:

- 1.3.1** spend 10% of the levy payments received from SARS via DHET on internal administration costs;
- 1.3.2** pay 50% back to levy contributing companies as per mandatory grant if they submitted a Workplace Skills Plan and Annual Training Report to the SETA; and
- 1.3.3** use 20% of the available funds (plus any surplus from companies which did not claim mandatory grants) for discretionary grants, in areas of critical skills needs in the sector.

1.4 In terms of SETA Grant Regulations Gazette 35940 of 03 December 2012, the levy grant system is now allocated as follows:

Levy Grant system Element	Allocation %	Conditions
Total levy	100%	1% of Remuneration Costs
SARS Collection Fee	2%	Maximum of 2%
NSF	18%	% prescribed by Minister
SETA Administration	10.5%	Maximum of 0.5% to QCTO
Mandatory Grant	20%	Unclaimed to Discretionary
Discretionary Grant	49.5%	Maximum of 80% to PIVOTAL

1.5 Thus, in terms of the new Grant Regulations:

- 1.5.1** The EWSETA may keep 10.5% of the total payments received for administration costs, but must transfer 0.5% to the QCTO for quality assurance functions.
- 1.5.2** 20% must be transferred to employers as a mandatory grant, if the employer submits a WSP and ATR by the deadline, and provided that WSP and ATR are approved by the SETA against defined quality standards.
- 1.5.3** The balance (49.5%) of the funds received must be made available for Discretionary Grants (DG), of which 80% must be paid for PIVOTAL programmes and 20% is available for Non PIVOTAL programmes to implement the priorities identified in EWSETA's Sector Skills Plan (SSP). The discretionary grants should be used to implement the EWSETA's SSP and Annual Performance Plan (APP), which highlight the scarce and critical skills needs of the sector.

- 1.6** This Funding Policy and Guidelines is aimed at giving effect to the above allocation parameters by outlining how the SETA's finances and financial administration for grants will be managed, i.e. how mandatory grants will be paid; what the quality criteria in relation to the payment of these grants will be; and what discretionary grants will be paid and for what programmes, including an outline of the PIVOTAL grants which will be available in this sector.
- 1.7** The EWSETA Funding Policy and Regulations, as outlined in this document, also addresses the following imperatives as outlined in the Regulations and taken from engagements with the Department of Higher Education and Training:

1.7.1 CHANGE OF FOCUS TO QUALITY AND IMPACT OF SKILLS DEVELOPMENT INTERVENTIONS

The EWSETA has to spend its discretionary funds on the PIVOTAL related programmes; the focus of this policy is on the quality and impact measurement of such programmes. The application process specifically assists companies in identifying the PIVOTAL Programmes.

1.7.2 INTENSIFY AND INCREASE WORK INTEGRATED LEARNING (WIL)

Many skills development interventions require increased Workplace Integrated Learning (WIL) within the programmes or disciplines, in order to enhance their relevance and applicability.

1.7.3 CLARIFICATION OF TERMINOLOGICAL CHALLENGES

The funding policy clarifies terminology challenges in the current skills development legislative and regulatory framework including:

- 1.7.3.1** Levies paid by employers
- 1.7.3.2** Administrative costs versus project costs
- 1.7.3.3** PIVOTAL programmes – define and identify PIVOTAL and Non-PIVOTAL programmes
- 1.7.3.4** Surpluses versus not committed funds
- 1.7.3.5** Work Integrated Learning (WIL) versus workplace experience.

1.7.4 DEVELOP A FUNDING MECHANISM AND DISBURSEMENT MODEL FOR MEDIUM TO LONGER TERM PROGRAMMES AND NOT JUST ONE YEAR PROGRAMMES AND TO DISCOURAGE SHORT COURSES NOT BASED ON MODULAR OF EMPLOYABLE SKILLS

Many scarce skills involve high level qualifications and require many years to address. Often policies and implementation plans are short term, addressing one-year programmes only with no medium to longer term outcomes. In addition, too many short courses are being promoted that have little impact on the skills gap.. Emphasis needs to be placed on identified skills needs rather than promoting short courses that may only help in achieving numerical targets with no impact within the sector. Through this funding policy, the EWSETA will be able to fund three year or more, structured PIVOTAL programmes within the available budget and approved by the Governing Board.

1.7.5 INCREASE PARTICIPATION AND ENABLE FUNDING OF PUBLIC EDUCATION AND TRAINING PROVIDERS

Under the new funding policy, the EWSETA is able to fund and pay a public provider directly and no longer via an employer.

1.7.6 SETTING UP AND USING A MONITORING AND EVALUATION SYSTEM FOR DISCRETIONARY GRANTS

This policy is intended to enable effective monitoring and evaluation of the skills development interventions funded by the EWSETA and change the focus from numerical targets to effective monitoring, measurement and impact evaluation. To this end, the EWSETA has adopted a Skills Value Chain approach to address priorities identified in the SSP, Strategic Plan and APP. The disbursement of funds will be managed to achieve the intended goals.

2. PURPOSE

2.1 The purpose of discretionary grants is for the EWSETA to ensure the implementation of the SSP. Discretionary grants are allocated at the sole discretion of the EWSETA Accounting Authority to achieve its objectives in relation to the development of the sector. The purpose of this policy is to set out how the EWSETA will achieve the implementation of the SSP. A maximum of 7.5% may be utilized by the EWSETA from administrative costs for the delivery and implementation of EWSETA discretionary grant initiatives/projects.

3. DEFINITIONS, ACRONYMS AND TERMINOLOGY

ABET	ABET BASIC EDUCATION AND TRAINING
AET	Adult Education and Training
ACT	to the Skills Development Amendment Act, 37 of 2008
APP	EWSETA Annual Performance Plan
APPRENTICESHIP	A learnership in respect of a listed trade, and includes a trade-test in respect of that trade.
ARTISAN	Anyone who has passed a Trade Test and deemed/declared competent in any field of work. Artisans are associated particularly with engineering fields such as electrical, measurement control and instrumentation, fitter and turner, welding, boilermaker etc.
CBOs	Community Based Organisations
CET	Community Education and Training
DHET	Department of Higher Education and Training
DISCRETIONARY GRANTS	Are grants paid to EWSETA member companies and other legal enterprises, at the discretion of the EWSETA Accounting Authority, to encourage stakeholders to contribute towards the achievement and objectives of the National Skills Development Strategy, the EWSETA Sector Skills Plan and Annual Performance Plan. All unclaimed mandatory grant funds will be transferred to the discretionary grant funding by 15 August of each year.
EMPLOYER	An organisation registered with Companies and

	Intellectual Property Commission (CIPC)
EWSETA	Energy and Water Sector Education and Training Authority
LEARNING PROGRAMME	Includes a learnership, an apprenticeship, a skills programme and any other prescribed learning programme which includes a structured work experience component.
LABOUR REPRESENTATIVE	means a representative of organised labour within the workplace, appointed by the recognised trade union/unions.
LEVY PAYING EMPLOYER	means an employer compelled to pay skills development levies in terms of section 3(1) of the Skills Development Levies Act.
MIS	Management Information System
NGOs	Non-Governmental Organisations
NQF	means the National Qualifications Authority
NSDS	National Skills Development Strategy
PIVOTAL	is an acronym which means professional, vocational, technical and academic learning programmes that result in qualifications or part qualifications on the National Qualifications Framework
PP	PIVOTAL Plan
PR	PIVOTAL Report
Private Education and Training Providers	means institutions that are privately owned
Project costs	means costs payable for an approved project funded through a discretionary grant
Public Education and Training Providers	means the institutions that are funded from the fiscus and reports to government
PPP-Public / Private Partnerships	means a partnership between a public sector company provider and a legal government agency or public education and training provider
Recognition of Prior Learning (RPL)	means assessments program aim at removing barriers to learning in support of transformation of educational and training system.
SMME	Small, Micro and Macro Enterprises
SME	Small and Micro Enterprises
SSP	Sector Skills Plan
SURPLUS	means a favourable residual balance in the statement of financial performance for the financial year ending on 31 March less commitment to training of learners in programmes funded from discretionary funds
SLA	Service Level Agreement
WORK INTEGRATED LEARNING (INCLUDES WORK EXPERIENCE AND INTERNSHIPS)	means the component of learning in an occupational qualification, an internship, or work placement for professional designation whereby a learner is mentored by a qualified, and where required, registered mentor in the application and integration of the knowledge and practical skills learnt, under supervision, in the actual context of a workplace in accordance with the prescripts set by the relevant qualification authority or professional body

4. SCOPE

4.1 This policy will be applicable to the following:

- 4.1.1 Legal person or enterprises in different sizes (including small and micro enterprises, Non-Government Organisations (NGO's) and Cooperatives in the sector),
- 4.1.2 Public education and training institution,
- 4.1.3 An employer or enterprise within the jurisdiction of the EWSETA, including an employer or enterprise not required to pay a skills development levy in terms of the Skills Development Levies Act,
- 4.1.4 Also on all EWSETA officials that administer grants.

5. REGULATORY FRAMEWORK

Source	Requirement
Skills Development Act, No 97 of 1998 as amended	Approve workplace skills plans and annual training reports.
Grant Regulations regarding monies received by a SETA, No R990 of 2012 as amended	Allocate mandatory grants to levy paying employers. Transfer any unclaimed mandatory grants to discretionary grants
Grant regulation Guidelines	

6. PRINCIPLES

- 6.1 The Policy on Discretionary Grants is committed to and guided by the principles of:
- 6.1.1 efficient and timely considerations of matters covered by this policy,
 - 6.1.2 fairness and reasonableness,
 - 6.1.3 transparency.

7. POLICY PROVISIONS

7.1 ELIGIBILITY FOR DISCRETIONARY GRANTS

7.1.1 A discretionary grant may be paid to a legal entity including:

- 7.1.1.1 a public education and training institution;
- 7.1.1.2 an employer or enterprise within the jurisdiction of a SETA, including an employer or enterprise (not required to pay a skills development levy in terms of skills Development Levies Act, this includes small micro enterprises, Community Based Organisation (CBO), Co-operatives and;
- 7.1.1.3 trade unions in the EWSETA sector, for the benefit of educating and developing their members on Skills Development related programmes which form part of their duties as shop stewards and beneficial to the EWSETA sector;
- 7.1.1.4 All Learning programmes funded through the mandatory grant funding process shall not be funded from discretionary grant funding.

7.2 PREPARATION FOR DISCRETIONARY GRANT APPLICATIONS

7.2.1 The following important considerations should be taken into account in the planning process for submission:

7.2.1.1 The National Skills Development Strategy (III) and its 8 goals, which are:

- a. Establishing a credible institutional mechanism for skills planning;
- b. Increasing access to occupationally directed programmes
- c. Promoting growth of FET college system that is responsive to the sector, local, regional and national skills needs and priorities;
- d. Addressing the low level of youth and adult language and numeracy skills to enable additional training;
- e. Addressing the low level of youth and adult language and numeracy skills to enable additional training;
- f. Encouraging and supporting co-operatives, small enterprises, worker initiated, NGO and community training initiatives;
- g. Increasing public sector capacity for improved service delivery and supporting the building of a developmental state and;
- h. Building career and vocational guidance.

7.2.1.2 The National Skills Accord which can be summarized as:

- a. Expanding the level of training using existing facilities more fully;
- b. Making internships and placement opportunities available within workplaces;
- c. Improving the funding of training and the use of funds available for training and incentives on companies;
- d. Improving SETA governance and financial management as well as stakeholder involvement;
- e. Improving the role and performance of FET colleges.

Refer to: <http://www.economic.gov.za/publications/new-growth-path-series/82-accord-1-national-skills-accord/>

Aligning training to the New Growth Path and improve Sector Skills Plans

7.2.1.3 The National Development Plan (NDP) and all other relevant national priorities are also applicable.

7.3 DISBURSEMENT OF DISCRETIONARY GRANTS

- 7.3.1** Discretionary grants to be paid by EWSETA, in terms of the grant regulation, may be funded from:
- I. Unclaimed mandatory grants;
 - II. Interest earned on investment and penalties received; and
 - III. Surplus contributions received from public service employers in the National or Provincial spheres of Government.
- 7.3.2** EWSETA will review and update the Annual Performance Plan to reflect the allocation of discretionary grants in a manner that prioritises the offering of learning programmes and other special projects that support the SSP.
- 7.3.3** The annual Discretionary Grant Budget will be stipulated in the EWSETA APP. The disbursement of grants will be carried out in the following manner:
- 7.3.3.1** The Discretionary grants to be paid by EWSETA, in terms of the regulation, may be funded from, 49,5% of the total levies paid by the employer in terms of Section 3(1) of the Skills Development Levies Act during each financial year as set out below:
- At least 80% of the available discretionary grants must be allocated to PIVOTAL programmes;
 - A maximum of 20% will be allocated to funding of programmes other than PIVOTAL programmes (Special Programmes).
- 7.3.3.2** This discretionary grant policy also puts measures in place to ensure that discretionary grants are not monopolised by a few employers and providers, and that the key driver of skills development funding within the energy and water industry is employer skills needs and not provider business needs.
- 7.3.3.3** In line with section 9 (iii) of the SETA Grant Regulations, a maximum of 7.5% of any grant or SETA funded project may be used for administration or project costs.
- 7.3.3.4** Availability of discretionary funding for Discretionary Grants and/or Projects is subject to Governing Board discretion depending on affordability and may be reduced, withdrawn and/or cancelled upon informing the industry of the intentions to do so.
- 7.3.3.5** Discretionary grant values will be reviewed as required by the Governance Authority to determine the total affordability of grants against available discretionary fund reserves and where necessary reduce or increase grant values as a result of the review.
- 7.3.3.6** The disbursement of funding for projects and grants is subject to the EWSETA Governance Authority discretion. The EWSETA reserves the right to reduce, withdraw, cancel or recover the grants and projects funds from an employer or skills development provider which was awarded or allocated grants by the EWSETA if misrepresentation of information by the applicant is proven.
- 7.3.3.7** The EWSETA shall annually prepare and distribute to stakeholders, employers and education and training providers a schedule setting out the dates for the submission

of the applications for grants. The Request for Application of Discretionary Grants shall be published in the national media and will also be available on the EWSETA website.

7.3.3.8 The EWSETA will conduct site visits to all sites where Discretionary Grant funded projects are underway to monitor progress and the impact of the skills development interventions.

7.4 PIVOTAL PROGRAMMES

PIVOTAL Programmes includes but not limited to the following:

7.4.1.1 Apprenticeships

7.4.1.2 Learnerships

7.4.1.3 Skill Programmes

7.4.1.4 Work Integrated Learning (Experiential Learning/Placement for TVET Colleges/University of Technology and Universities)

- Internships (TVET Colleges and Graduates Development UoT)

- Experiential Learning/Work Experience – (Graduate Placement –TVETs/Universities and University of Technologies)

7.4.1.5 Bursaries

7.4.1.6 Recognition of Prior Learning (RPL)

- 7.4.2** EWSETA levy paying companies are required to, as part of their mandatory grant application; submit applications for PIVOTAL programmes by 30 April of each year.
- 7.4.3** In order for all employers who are eligible to pay skills development levies in terms of section 3(1) of the Skills Development Levies Act to be considered for discretionary grants for PIVOTAL programmes. It is compulsory for these companies to, as part of the mandatory application, submit their PIVOTAL plan by 30 April of each year. Failure to do so may result in exclusion from the discretionary grant awarding process for PIVOTAL programmes.
- 7.4.4** Employers who have received funds from the EWSETA for employed learners on Learning Programmes, may not have their conditions of employment altered in any form.
- 7.4.5** Employers who have received funds from the EWSETA for unemployed learners on Learning Programmes, will have to subject these unemployed learners to basic conditions of employment.
- 7.4.6** The EWSETA exempts companies, SMEs and all other legal entities that are not required to submit WSP, ART, PIVOTAL plan and PIVOTAL report during the mandatory grant submissions, will have the opportunity to apply for discretionary grants PIVOTAL during the funding window which will open in the second quarter of the performance period.
- 7.4.7** The National Skills Development Strategy (III) includes the seven key development and transformation imperatives, which are:
- 7.4.7.1** Race: prioritize racial inequalities, with a particular focus on giving more opportunities to previously (currently) disadvantaged South Africans,
 - 7.4.7.2** Class: directly to racial inequalities, provision of skills in a manner that will significantly reduce social inequalities;
 - 7.4.7.3** Gender: referring particular to women, especially black women, specific programmes and strategies to promote gender equality in skills development;
 - 7.4.7.4** Geography: aim to train rural people for development of the rural areas themselves;
 - 7.4.7.5** Age: must pay particular attention of the youth for employment (those aged under 35);
 - 7.4.7.6** Disability: opportunities for skills for training for people experiencing barriers to employment caused by various forms of physical and intellectual disability;
 - 7.4.7.7** HIV & AIDS Pandemic: skills development initiatives must incorporate the fight against this pandemic and management of HIV and AIDS in workplace by providing accredited Peer Educator Training Programmes.
- 7.4.8 Awarding Criteria for PIVOTAL Programmes:**
- 7.4.8.1** Submissions occur during the mandatory grant application process where the company would complete the PIVOTAL Plan and consideration is made during the awarding process. EWSETA levy paying companies who have not submitted PIVOTAL plans during the mandatory grant application will not be considered for discretionary grants for PIVOTAL programmes.
 - 7.4.8.2** Where labour has signed off on the mandatory grant application, but the application has not been approved,

the PIVOTAL plan will still be considered when awarding discretionary grants.

- 7.4.8.3** Award is given via a Service Level Agreement (SLA) to the employer and other stakeholder entities where the employer takes full responsibility for the learner.
- 7.4.8.4** The funds are distributed to the employer with specific deliverables and measurements which will include the link to an accredited public Education and Training Institution.
- 7.4.8.5** Where no suitable Public Institutions exist, the employer may utilize the services of an accredited private provider. Public/Private partnerships will be encouraged.
- 7.4.8.6** EWSETA monitors and quality assures the implementation of the learning programmes.
- 7.4.8.7** Preference will be given to the priority skills identified in the EWSETA Annual Performance Plan and SSP.
- 7.4.8.8** All claims must be in respect of learners who are in possession of a valid South African Identity document and are South African citizens.
- 7.4.8.9** Further grant awards will depend on progression on delivery of previous grant awards. All withdrawals will be investigated to determine reasons for the withdrawal and how it could affect future discretionary grant applications.
- 7.4.8.10** Where necessary, possible consideration will be given to progression of learners on learnerships.
- 7.4.8.11** All learning programmes funded through the mandatory grant funding process shall not be funded from discretionary grant funding.
- 7.4.8.12** Organisations will be requested to indicate if the application for grants will contribute towards the organization's Employment Equity Plan per occupational category.
- 7.4.8.13** Public institutions may apply directly for PIVOTAL programmes through the discretionary grant window.
- 7.4.8.14** The objective of the Grants is to encourage Employers, Labour and other relevant eligible institutions (section 6 (7) & (8) of the grant regulations) to implement Learning Programmes and Sector Skills Development Initiatives. The Discretionary Grant of the EWSETA is meant to support training done by stakeholders and not necessarily to pay for training costs. The cost of training still remains a responsibility of the stakeholder.
- 7.4.8.15** The EWSETA encourages the Stakeholders to apply for the following types of PIVOTAL Discretionary Grants projects as explained below. The EWSETA Accounting Authority may determine and allocate discretionary grants for PIVOTAL programmes in the following learning programmes, but not limited to:

. Workplace-based learning (WP-BL)	
Learnership	Registered learnership qualification on the NQF
Skills Programme	Structured and credit bearing
New Venture Creation	Learnership and/or Skills Programmes with enteupeuneural skills component
Bursary	Offered by Community Education and Training; (CET); TVETs; UoT and Universities. It includes International studies
Apprenticeship/Artisans development	Listed trades
“N” Diploma Internship	Part of a technical qualifications e.g. 18 to 24 months post N6
Vocational internship:	Part of a vocational qualification. e.g. Diploma, National Diploma, Higher Certificate and Advanced Certificate as per Policy 150 and the HEQSF
Professional Internship:	Part of a professional qualification e.g. Teacher, Social worker, Medical Doctor. [This form of internship is normally funded as part of the overall qualification.]
Candidacy	Post-graduation requirement for professional designation /registration e.g. Professional Engineer; Lawyer; Accountant
Graduate internship	Improve chances of employability in those occupations where there is no formal, quality assured prescription for workplace learning e.g. filmmaker
Mentorship	Qualified person guides learner to competence

7.5 Non-PIVOTAL Programmes

7.5.1. According to the Grant Regulations, a SETA may allocate a maximum of 20% funding to programmes other than PIVOTAL programmes to develop a sector in accordance with priorities outlined in SSP.

7.5.2. Non-PIVOTAL programmes will include but not limited to the following programmes:

- a. Adult Education and Training (AET), previously known as Adult Basic Education and Training (ABET)- Level 1-4
- b. Small and Micro enterprise development
- c. Rural development programmes
- d. Career awareness
- e. Establishment of collaborative partnerships (e.g. Employer/TVETs)

- f. Youth development
- g. Maths and Science – Grade 9-12
- h. Curriculum, Qualifications and Learning material development
- i. Stakeholder support and capacity building
- j. Co-operatives, CBOs, NPOs, NGOs and CBCs
- k. People with disabilities.
- l. Green skills Development and alignment
- m. Foundational Learning Competencies
- n. HIV & AIDS accredited Peer Educator Programme funding
- o. Worker Initiated Programmes
- p. Bridging Programmes that are NQF aligned within the scope of EWSETA sector

7.5.3. Special/Strategic Projects

- 7.5.3.1. The special projects are any projects that the EWSETA Board supports. It includes but not limited to the following:
 - a. Government flagship projects (Structural Infrastructure Projects (SIPs); Industrial Economic Zones (IDZ); Special Economic Zones (SEZ))
 - b. Rural and Township flagship projects
 - c. Transformational Imperatives
- 7.5.3.2. Special Projects will be treated differently from other Discretionary Grants projects, including the funding thereof.

8. CRITERIA FOR APPROVAL OF A DISCRETIONARY GRANT APPLICATIONS

- 8.1. Priority will be given to the scarce, critical and priority areas identified in the EWSETA Sector Skills Plan.
- 8.2. Preference will be given to companies/organisations that provide the skills development initiatives to the unemployed and pre-employed.
- 8.3. Preference will be given to applications prioritizing the previously disadvantaged beneficiaries according to NSDS III transformational imperatives.
- 8.4. Documentation for all the intended programmes must be made available to EWSETA prior the commencement of the initiatives.
- 8.5. All applications must be in respect of learners who are in possession of a valid South African Identity document and are South African citizens.
- 8.6. All levy paying employers who have submitted the WSP/ATR/APR within the timeframes prescribed in the grant regulations and in the prescribed format may be eligible.
- 8.7. Discretionary grant awards will prioritise progression on delivery of previous projects.
- 8.8. Dormant projects will be investigated and decisions will be made on merits. The non-implementation of a project will negatively impact future awards.
- 8.9. The funds will be distributed to the employer with specific deliverables and measurements which will include the link to an accredited public Education and Training Institution.
- 8.10. Where no suitable public Institutions exist, the employer may utilize the services of an accredited skills development provider. Public/Private partnerships will be encouraged.
- 8.11. Mandatory grant funded project shall not be funded through discretionary grant.
- 8.12. Employers and Implementing agents supporting unemployed learners will have to ensure that both learnership tripartite agreement and contract of employed are in place.
- 8.13. Once the awarding process has been finalized, EWSETA will enter into a Service Level Agreement (SLA) with the relevant employer or entity.
- 8.14. **Any other provision made in the Guidelines in the Implementation of the SETA Grant regulations tabled in May 2015 by DHET.**
- 8.15. **All applications must be submitted electronically on the EWSETA Management System based on the submission criteria OR manual submission at the EWSETA via Email (project@eseta.org.za) and/or physical address. (add) 2nd and 3rd Floor,32 Princess of Wales, Sentinel House, Sunnyside Office Park, Parktown, Johannesburg.**

9. GENERAL INFORMATION

- 9.1. The above categories of stakeholders should be falling within the EWSETA scope of coverage.
- 9.2. Providers and Workers who wish to apply for grants shall register online and complete the online application. The EWSETA will evaluate the application and if approved make an SLA available to formalise the discretionary grant allocation.
- 9.3. Furthermore, SETA finances shall be managed in accordance with the Grant Regulations, as follows:
 - a. A SETA must transfer any unclaimed mandatory funds and any interest earned thereof by 15 August of each financial year into the discretionary fund.
 - b. Any unspent administrative funds and any interest earned on funds must on 31 March of each financial year be placed in the discretionary funds
 - c. The amount in the discretionary funds on 1 April each year, together with the discretionary allocation from levy income received each month, must be spent or committed in the ensuing twelve months
 - d. At the end of each financial year, it is expected that a SETA must have spent or committed (through actual contractual obligation) at least 95% of discretionary funds available to it by 31 March of each year and a maximum of 5% of uncommitted funds may be carried over to the next financial year
 - e. The remaining surplus of discretionary funds shall be paid by the SETA by 1 October of each year into the National Skills Fund (NSF)
 - f. Where exceptional cases have led to projected under-spending of discretionary funds, a SETA will be able to submit a business case to the Minister to request approval to carry over the surplus

10. APPEAL PROCEDURE

- 10.1.1. Appeals regarding the award of DG must be submitted in writing to (projectst@eseta.org.za) detailing the reasons for the appeal, within 14 days of receipt of the award or rejection letter.
- 10.1.2. EWSETA will investigate the matter relating to the dispute and will provide feedback to the relevant parties within 30 days of receipt.
- 10.1.3. The Board will decide on the independent body to conduct the appeal.

11. POLICY REVIEW

- 11.1 This policy shall be reviewed on an annual basis as stipulated in the grant regulations. Annexure A shall be reviewed in alignment with the annual budget of the EWSETA and availability of funds.

12. APPROVAL

Name	Mr. Errol Gradwell	
Position	Chief Executive Officer	
Signature		Date
Name		
Position	Board Chairperson	
Signature		Date

ANNEXURE A: LEARNING PROGRAMME DETAIL AND FUNDING REGIME
PROPOSED GRANTS AMOUNT PER INTERVENTION

PIVOTAL/Non-PIVOTAL	Learning Programme Type	List of Programmes/ Interventions	Amount per Learner (18.1)	Amount Per Learner(18.2)	Stipend PIVOTAL
Non-PIVOTAL	(1) Adult Education & Training	AET 1	R2,500 per learner	n/a	n/a
		AET 2	R2,500 per learner	n/a	n/a
		AET 3	R2,500 per learner	n/a	n/a
		AET 4	R2,500 per learner	n/a	n/a
		FLC	R4000 per learner	n/a	n/a
		NASCA(Adult Matric/UMALUSI) Occupational ABET	R2,5000 per learner	n/a	n/a
		Bridging-Maths and Science	R4000 per learner	n/a	n/a
PIVOTAL	(2) Technical Learnerships	Artisan Programme – includes learnerships ending in a trade test and apprenticeship	R 150000 Excludes: RPL; Rural; Accommodation, travelling and learner with disabilities. For the duration of programme		
PIVOTAL	(3) Learnerships	Learnerships – NQF 1	R 16 000		R 15 000
		Learnerships – NQF 2	R 16 000		R 20 000
		Learnerships – NQF 3	R 16 000		R 23 000
		Learnerships – NQF 4	R 16 000		R 24 000

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		Learnerships – NQF 5 Diploma and above (PIVOTAL)	R 13 000	R 26 000
PIVOTAL	(4) Skills Programmes	Skills Programme R200 per credit per learner (capped to the maximum of 60 credits)	Max R12 000	
PIVOTALP	(5) Bursaries Amount per learner to be paid annually	Academic Programmes NQF 10 – Doctorates/PhD	R 47 000	
		Academic Programmes NQF 9 - Masters	R 47 000	
		Academic Programmes NQF 9 – MBA	R 110 000	
		Academic Programmes NQF 8 – Post Graduate Diploma	R 60 000	
		Academic Programmes NQF 8 – Honours	R 60 000	
		Academic Programmes NQF 7 – Bachelor's Degrees & Advanced Diplomas	R 60 000	
		Academic Programmes NQF 6 – National Diplomas and Advanced Certificates	R 50 000	
		Academic Programmes NQF 5 – Higher Certificates and Advanced National Certificates (Vocational)	R 37 000	
		Academic Programmes NQF 4 – Certificate FET (Private and Public)	R 37 000	
PIVOTAL	(6) Work Integrated Learning/Work Experience/Internship	Placements for Workplace Experience-UoT	R 60 000 (R5000 per month per learner, Max 12 months)	
		Placements for Workplace Experience-University	R 60 000 (R5000 per month per learner, Max 12 months)	
		Placements for Employment-UoT	R 60 000 (R5000 per month per learner, Max 12 months)	
		Placements for Employment-University	R 60 000 (R5000 per month per learner, Max 12 months)	
		Placements for Workplace Experience-FET	R 60 000 (R5000 per month per learner, Max 12 months)	

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		Placements for Employment-FET	R 60 000 (R5000 per month per learner, Max 12 months)
		Internships @ R2500 pm for 18 Months (FET)	R 45 000 (R2500 per month per learner, Max 18 months)
		Internship @ R5000 pm for 18 Month (University)	R 90 000 (R5000 per month per learner, Max 18 months)
PIVOTAL	(7) New Venture Creation (NVC)	NVC (SMMEs including all informal sector)	R 100 000 per learner