

APPLICATION FORM

REF: NLC ED/2022-23 WC

ENTERPRISE DEVELOPMENT FORM 2022/23 FOR WESTERN CAPE PROVINCE

Company Name:

B-BBEE Level:

Representative Name & Surname:

Contact Number:

Email Address:

Business Address:

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Signature

Date

CHANGING LIVES

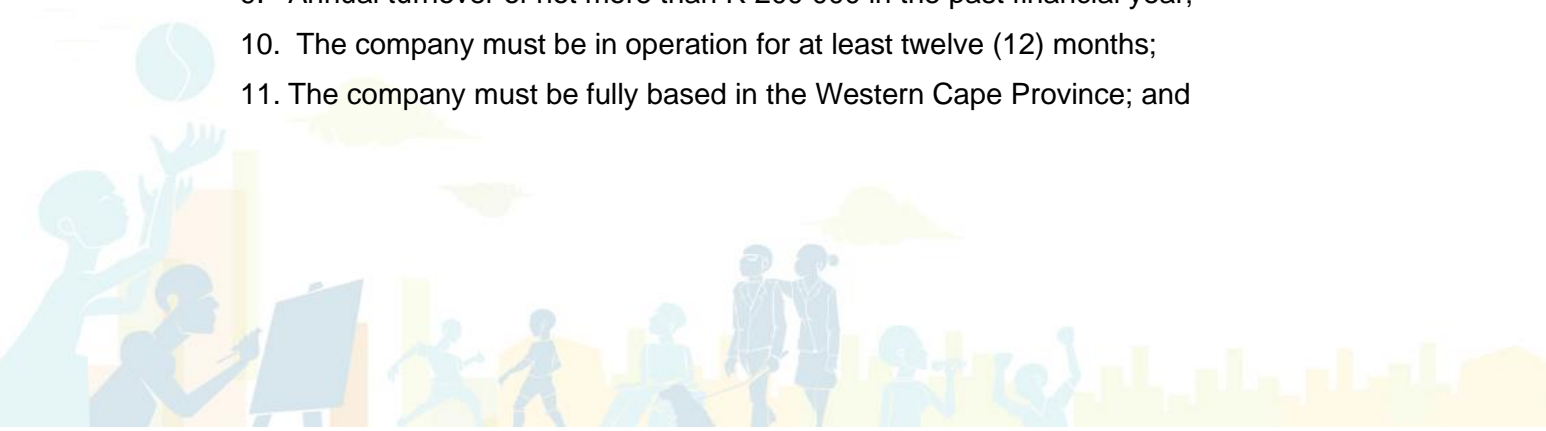
Board Members: Ms B Ferguson, Mr W Hofmeyer, Ms P Mvulane
Dr C Lubisi (Minister's Representative)
Adv N Nene (Company Secretary)

*Established in terms of the Lotteries Act 57
of 1997, as amended*

A. QUALIFYING CRITERIA FOR ENTERPRISE DEVELOPMENT APPLICANTS

The National Lotteries Commission (NLC) Enterprise & Enterprise Development (ED) initiative is targeting the following enterprises:

1. Exempted Micro Enterprise (EME) and Qualifying Small Enterprise (QSE) that are 51% or more black owned.
2. Enterprises with 30% or more black women owned, 51% youth owned/living in rural areas and owned by people with Disability will be an added advantage;
3. Members/shareholders of the company are black South African citizens;
4. Registered business address of the company is in the Western Cape Province;
5. The company must be registered with CIPC and compliant with SARS;
6. The company must have employed at least one (1) person;
7. The company must be willing to participate in a formal ED Programme;
8. The ED applicant must not have committed to any ED in the past two (2) years;
9. Annual turnover of not more than R 200 000 in the past financial year;
10. The company must be in operation for at least twelve (12) months;
11. The company must be fully based in the Western Cape Province; and





12. The company must be fully based in Western Cape. Kindly attach proof of residence that reflect the Director's Name or Company Name in a form of Lease Agreement, Municipality Bill & Tribal Authority Letter/ relevant confirmation letter for residence from Local Community Leader.



B. MANDATORY REQUIREMENTS FOR ED APPLICATIONS

All ED applicants must submit mandatory documents that comply with the ED mandatory requirements. ED applicants that do not fully comply with the mandatory requirements will be disqualified and not to be considered for further evaluation. The following documents must be submitted for compliance:

1. Recent CSD Summary Report with full compliant to SARS;
2. Copy of certified B-BBEE Sworn Affidavit;
3. NLC Consent Request Form; and
4. Proof of residence that reflect the Director's Name or Company Name in a form of Lease Agreement, Municipality Bill & Tribal Authority Letter/ relevant confirmation letter for residence from Local Community Leader.

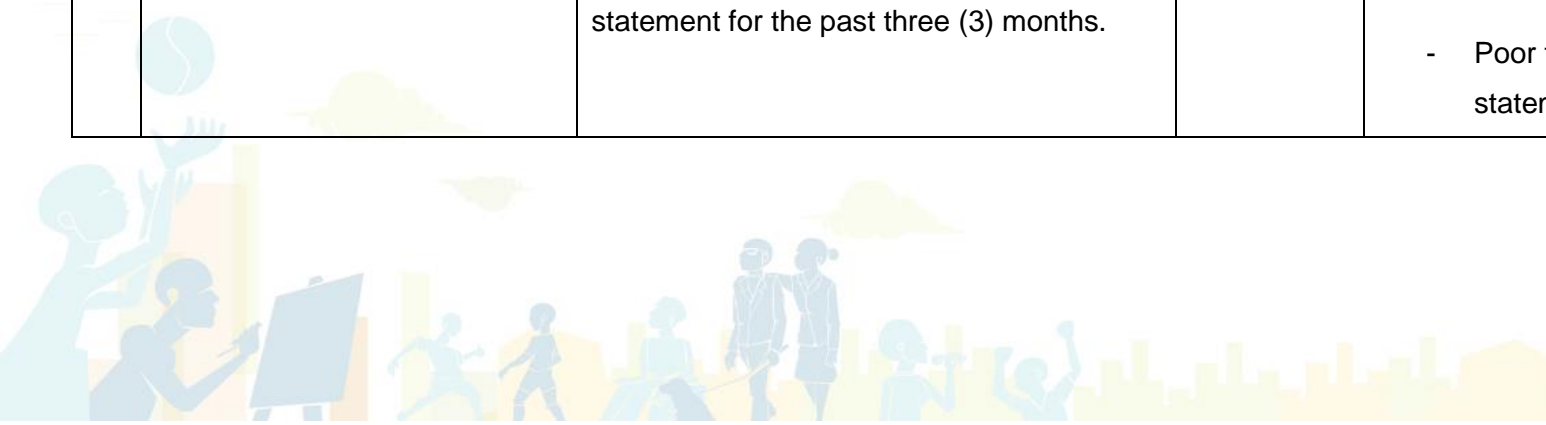


C. ED EVALUATION CRITERIA

The following evaluation criteria to be used for selecting the successful ED beneficiary/ies in the province:

	Description	Supporting documents required	Weightings (%)	Scoring Matrix 0 - 5
1.	The percentage of black women ownership	Please submit copy of the CSD Summary Report.	5%	<ul style="list-style-type: none"> - 30% and above black women ownership = 5 - 20 – 29 % black women ownership = 4 - below 10 - 19 % black women ownership = 3 - below 10% black women ownership = 0
2.	The percentage of Black South African youth ownership or living in rural areas	Please submit copy of the CK and the CSD Summary Report.	5%	<ul style="list-style-type: none"> - 51% black youth ownership/living in rural living = 5 - 40 – 50 % black youth ownership/living in rural areas = 4 - 30 – 39 % black youth ownership/living in rural areas = 3 - 20 = 29% black youth ownership/living in rural areas = 2

				<ul style="list-style-type: none"> - 10 – 19 % black youth ownership/living in rural areas = 1 - Below 10% black youth ownership/living in rural areas = 0
3.	The percentage of disability ownership	Please submit copy of the medical certificate letter that confirms disability status.	10%	<ul style="list-style-type: none"> - 51% or more disability ownership = 5 - 40 - 50% disability ownership = 4 - 30 - 39% disability ownership = 3 - 20 – 30% disability ownership = 2 - 10 – 19 % disability ownership = 1 - Below 10% disability ownership = 0
4.	Financial statement in the past financial year	Please submit the financial statement (audited or unaudited) / signed-off statement for the last financial year / bank statement for the past three (3) months.	5%	<ul style="list-style-type: none"> - Sound and good financial standing (Net profit after tax of R20 000 and above) = 5 - Average financial standing (positive statement) = 3 - Poor financial standing / No financial statement / bank statement for the past 3 months = 0



5.	Please provide with convincing reasons to be selected as ED Beneficiary.	<p>The ED applicant statement must answer the following reasons to be selected as ED beneficiary:</p> <ol style="list-style-type: none"> 1. Please provide with a separate one (1) – three (3) pages of the statement stating what are the basic needs required in the company that the ED Applicant would like NLC to assist in a form of non-financial assistance? 2. How would you like to see the company in the next 5 years? 3. How will the operation have an impact on youth employment? 	15%	<ul style="list-style-type: none"> - Excellent statement of basic needs, future of the company in the next 5 years and the impact on youth employment = 5 - Good statement of basic needs, future of the company in the next 5 years and the impact on youth employment = 4 - Fair/average statement of basic needs, future of the company in the next 5 years and the impact on youth employment = 3 - Poor statement of basic needs, future of the company in the next 5 years and the impact on youth employment = 0
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6.	ED Implementation Plan	Please submit the ED implementation plan with clearly articulated milestones (not more than 5 pages).	15%	<ul style="list-style-type: none"> - Excellent implementation plan = 5 - Good implementation plan = 4 - Fair/average implementation plan = 3 - Poor implementation plan = 0
7.	ED Youth Employment Plan	Kindly submit the implementation plan on youth employment should the company become successful on receiving the ED non-financial assistance (not more than 3 pages).	10%	<ul style="list-style-type: none"> - Excellent youth employment plan = 5 - Good youth employment plan = 4 - Fair/average youth employment plan = 3 - Poor youth employment plan = 0
8.	Individualised Needs Analysis and Development Plans	ED applicant must submit the following: <ul style="list-style-type: none"> - Individualised Needs Analysis and Development Plans. - The Development Plans must have priority interventions, clear 	15%	<ul style="list-style-type: none"> - Excellent proposal with Individualised Needs Analysis and Development Plans including priority interventions, clear objectives, and performance indicators = 5 - Good proposal with Individualised Needs Analysis and



		objectives, and performance indicators.		<p>Development Plans including priority interventions, clear objectives, and performance indicators = 4</p> <ul style="list-style-type: none"> - Fair/average proposal with Individualised Needs Analysis and Development Plans including priority interventions, clear objectives, and performance indicators. = 3 - Poor proposal/ no information provided = 0
9.	Company experience: company profile	The ED applicant must provide details of work they specialize on and be specific on the number of years in business. The company profile to be submitted should contain the entity's organizational structure, its size, staff complement, infrastructure, location, experience and achievements.	10%	<ul style="list-style-type: none"> - No information provided = 0 Point - Company profile with relevant company experience from 1 – 2 years = 3 points - Company profile with relevant company experience from 2 – 3years = 4 points - Company profile with relevant company experience above 3 years = 5 points

10.	ED Methodology	Attention to ED methodology should include innovative approaches and new ideas in implementing the ED aligned to the area of specialty of the company (not more than 5 pages).	10%	<ul style="list-style-type: none"> - Excellent ED Methodology with innovative approaches and new ideas = 5 - Good ED Methodology with innovative approaches and new ideas = 4 - Fair/average ED Methodology with innovative approaches and new ideas = 3 - Poor ED Methodology & no innovative approaches and new ideas = 0
	Total Weightings:		100%	
	Minimum qualifying score required:		70%	

NLC reserves the right to conduct due diligent or request presentation by the beneficiary prior to appointment.

