

**DISCRETIONARY GRANTS APPLICATION FORM FOR NON-ARTISAN DEVELOPMENT (CORE)
2021/2022**

Employer Name: _____

Employer Levy Number: _____

SECTION 1	GENERAL RULES, CRITERIA & EMPLOYER DECLARATION
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PLEASE READ THESE GENERAL RULES AND CRITERIA BEFORE COMPLETING THIS APPLICATION.

1. This application form must be completed in full and submitted to the MQA on grants@mqa.org.za
Applications received after the due time and date will not be considered.
2. Applicants should submit their application/s using the prescribed MQA Discretionary Grant Application Form for the relevant project.
3. The application form must be completed in full and duly signed by an authorised person.
4. It is the responsibility of the applicant to ensure that their application is received by MQA
5. It is the applicants responsibility to advise MQA on changes to contact person
6. Employers must only apply for the learning programmes/disciplines listed in the application forms
7. All employers with multiple sites using one levy number must submit one consolidated application
8. The application form may not be altered
9. The application must be submitted by an Employer registered with the MQA with accurate and complete company details and signed by an authorised employer representative.
10. Employers **must only** apply for Learners who will be registered and commence with training during **01 April 2021 to 31 March 2022.**
11. The MQA may conduct a risk based approach learner verification site visits to approve grants prior to payment of any grant.
12. Payment of grants will be subject to approval of learner verification site visit report if applicable.
13. Applying Employers must be workplace approved by MQA. All Employers who are party to the learnership agreement must be approved for the structured work experience component.

ALLOCATION CRITERIA

1. MQA reserves the right to:
 - a. Limit allocations for certain disciplines as aligned to the Sector Skills Plan.
 - b. Conduct due diligence audits before or after allocation of discretionary grants (this may be desktop or physical).
 - c. Withdraw, increase or decrease allocations in line with the Sectoral needs or demands
2. Who may apply:
 - a. MQA registered levy paying employers with adequate and appropriate Infrastructure, as well as human resources which will enable implementation of learning Programmes or Projects.
 - b. MQA registered Levy exempted organisations
 - c. MQA registered levy paying companies providing services incidental to mining
3. Employers who employ 50 or more employees must complete and submit a WSP/ATR, PIVOTAL training plan and report using the approved MQA template.
4. Employers employing less than 50 employees will not be required to submit a PIVOTAL training plan and report. Such employers will be required to provide information on participation in PIVOTAL programme. (Such employer are however encouraged to submit their WSP/ATR)
5. Past performance of organisations in implementing MQA discretionary grant projects will be used to make decisions on allocation of discretionary grant (includes but not limited to: uptake of learners against allocation, severity of learner complaints, timeous feedback on progress of implementation, concluded investigations and submission of required supporting documents). In each project exceptions will be made for organisations and employers that will be participating for the first time.
6. Non artisan Learnership - The employer must utilise MQA accredited Skills Development Providers who have the capacity and resources to conduct training as per MQA Quality Assurance requirements.
7. Should applications received be more than the target per discretionary project, a pro rata consideration will be applied.

IMPLEMENTATION RULES

1. The MQA shall enter into a Memorandum of Agreement (MoA) with each participating (allocated) employer.
2. Only learners that commence training and registered by MQA in the **01 April 2021 to 31 March 2022** period will qualify for grants.
3. Training must not commence until the Workplace Based Learning Programme Agreement (Learnership Agreement) is registered by MQA.
4. Employers will not be funded for the same learner in two different discretionary projects at the same time. MQA programmes that require multiple funding based on the learning path will be an exception.
5. The MQA will not fund learners who are funded by other entities for the same Learning Programme. (MQA considers this practice as double dipping. Should employers/organisations be found committing this practice, they will be automatically disqualified from participation on MQA Discretionary Grants)
6. The MQA reserves the right to recover discretionary grants or portions thereof from employer/organisation should circumstances indicate that grants have not been utilised for purposes that they were intended.

NB: MQA Funding Policy Rules will apply

EMPLOYER COMMITMENT

I, the undersigned confirm that as the duly authorised representative, the employer will comply to the above general rules and criteria and that all the information provided in this application is true and accurate.

Print Name & Surname: _____

Signature: _____ Date: _____

The following information is required to be completed in full:

EMPLOYER NAME

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SKILLS DEVELOPMENT LEVY NUMBER (L NUMBER)

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APPROVED PHYSICAL ADDRESS

POSTAL ADDRESS

EMPLOYER REPRESENTATIVE CONTACT DETAILS

NAME AND SURNAME	
DESIGNATION	
TEL NUMBER	
CELL NUMBER	
E-MAIL ADDRESS	

EMPLOYER BANKING DETAILS

NAME OF ENTITY	
NAME OF BANK	
BRANCH NAME	
BRANCH CODE	
ACCOUNT NUMBER	

SIZE OF THE ORGANISATION (circle on the correct option on the relevant company size)*			
	SMALL (1-49)	MEDIUM (50-149)	LARGE (150+)
HAS THE ORGANISATION SUBMITTED THE WSP/ATR IN 2020?*	YES / NO	YES / NO	YES / NO
HAS THE ORGANISATION SUBMITTED THE PIVOTAL PLAN AND REPORT IN 2020?*	YES / NO	YES / NO	YES / NO
IS THE ORGANISATON WORKPLACE APPROVED	YES / NO	YES / NO	YES / NO
Note: This section below is to be completed by small organisations that have not submitted the PIVOTAL PLAN and REPORT as well as WSP/ATR			
Has the organisation participated in MQA Pivotal Programmes in the past two years?			YES / NO
If the answer to the above is yes, please provide details of your organisation's participation in terms of project name, number of learners allocated, number registered and number of learners completed.			

All the fields below are compulsory

N

NON ARTISAN LEARNERSHIP

ON ARTISAN LEARNERSHIP

LEARNERSHIP TITLE*	LEARNERSHIP CODE (Starting with 16Q)*	NO OF LEARNERS UNEMPLOYED *	NO OF LEARNERS EMPLOYED *	TRAINING PROVIDER*	ACCREDITATION NUMBER *
Further Education and Training Certificate: Laboratory Analysis: Mining and Minerals	16Q160193001404 (A)				
National Certificate: Laboratory Practice: Coal	16Q160146541202				
National Certificate: Laboratory Practice: Precious Metal	16Q160145541202				
National Certificate: Occupational Health, Safety and Environment: Mining and Minerals	16Q160147511202				
National Certificate: Occupational Hygiene and Safety: Mining and Minerals	16Q160068541443				
National Certificate: Lamproom Operations	16Q160170321263				
Further Education and Training Certificate in Minerals Surveying	16Q160069441484				
Further Education and Training Certificate: Carbonate Materials Manufacturing Processes	16Q160074271594				
Further Education and Training Certificate: Metals Production: Mining and Minerals	16Q160116351404				
Further Education and Training Certificate: Mineral Processing	16Q160140361374				
Further Education and Training Certificate: Mining Operations	16Q160156311634				
Further Education and Training Certificate: Mining/Exploration Geology	16Q160183611604				
National certificate in Mining Operations: Underground Coal	16Q160082441503				
National Certificate Mineral Processing	16Q160094641292				
National Certificate: Generic Management: Cement Manufacturing: Mining and Minerals	16Q160125221625				
National Certificate: Metals Production: Mining and Minerals	16Q160114431202				

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National Certificate: Metals Production: Mining and Minerals	16Q160115261203				
National Certificate: Mineral Processing	16Q160110381303				
National Certificate: Mining Operations for Underground Hard Rock	16Q160086991302				
National Certificate: Mining Technical Support	16Q160118321252				
National Certificate: Mining Technical Support	16Q160177511383				
National Certificate: Strata Control Operations	16Q160103401232				
National Certificate: Rock Breaking Underground Hard Rock (Version 3)	16Q160088331263				
National Certificate: Rockbreaking: Surface Excavations	16Q160106431413				
National Certificate in Winding Engine Driving	16Q160007351763				
Further Education and Training Certificate Mining Operations: Opencast Coal	16Q160151261604				
Occupational Certificate: Mining Technician (Mine Ventilation Observer)	16Q160170001373				
National Certificate: Mineral Processing	16Q160093561292				

Only the aforementioned qualifications will be considered for grant purposes

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CONTACT DETAILS OF PERSON RESPONSIBLE FOR NON-ARTISAN LEARNERSHIP- CORE

Name *	
Surname *	
DESIGNATION *	
TEL NUMBER *	
CELL NUMBER *	
E-MAIL *	

ARTISAN LEARNERSHIP
NON ARTISAN LEARNERSHIP
NON ARTISAN LEARNERSHIP