

SMALL BUSINESS SUPPORT DIRECTORY

2022

FIRST EDITION / 2022

Globant South Africa (Pty) Ltd

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Tel: +27 ((0)71 685 8136 : +27 (0)84 303 4507 • e-mail admin@globantsa.co.za or charnelle@globantsa.co.za

East London: 63C Vincent Gardens Rise, Vincent Heights • Pretoria: 17 Lynburn Road, Lynnwood Manor, Lynnwood, 0081 • Cape Town: 24 Third Street, Welcome Estate, 7764

Director: C.A Goliath

Globant SA – a Level 1 B-BBEE Contributor

PREFACE

Economic Development plays a crucial role in economic growth and reducing unemployment. Sustainable job creation requires strong partnerships among stakeholders to address the challenges facing our Country.

Entrepreneurs are the cornerstone of economic growth and a key part of the solution. Supporting entrepreneurs begins with access to information. Globant South Africa (GSA), in collaboration with its government and private sector partners, has compiled this user-friendly directory to assist entrepreneurs in accessing available support.

The **Small Business Support Directory** aims to simplify access to government and institutional support for small businesses. This **first edition** provides information for both start-ups and existing businesses, including contact details for Municipal Local Economic Development (LED) officials across South Africa. It consolidates funding sources, targeted sectors, and key contacts, supplementing information available on institutional websites and other platforms.

The booklet will be updated as new funding opportunities arise. Through this initiative, GSA seeks to empower entrepreneurs and contribute meaningfully to economic development by providing a valuable tool for business growth and job creation.



CRAIG GOLIATH
DIRECTOR
GLOBANT SOUTH AFRICA (PTY) LTD

ACKNOWLEDGEMENTS

The Business Support Directory is a booklet derived from the information provided by various government institutions at national, provincial and local level. The booklet is categorised per sector and per department/institution. In many instances, institutions offer a multiple number of supports. These include institutions such as Department of Economic Development and Environmental Affairs (DEDEAT), DTI and others. This third edition is intended to be concise and contain resourceful information to support stakeholders.

GLOBANT SOUTH AFRICA (GSA) in partnership with government and other stakeholders is steadfast to support the strategic capability of entrepreneurs for them to grow the local economy and empower local communities on economic development. The Department is committed to make a continued impact on socio-economic transformation.

GSA has worked vigorously in collaboration with government departments to ensure that small businesses are supported to create a conducive environment of investment, growth and employment creation. This first edition has been enhanced by adding information on available on franchises, incubators and support being offered in the Fast-Moving Goods Programme (FMCG). An initial process of private sector opportunities in the retail sector. These sections on private sector opportunities are new and going forward, more work will be done to ensure that private sector partnerships are brought on board.

GSA would like to take this opportunity to thank all its stakeholders that contributed to the development and compilation of the information contained herein.

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1. INTRODUCTION

The booklet contains funding opportunities provided by non-governmental organisations, public and private sectors. It is meant to supplement marketing tools used by various funding organisations and departments in advertising their funding opportunities. It brings together information from various funders and provides readers with a list of funding opportunities in the country, sectors targeted, accessibility procedures and contact details of relevant officials.

The readers must note that some institutions may have revised information by the time the booklet was published, and this information may then not be contained in this booklet. In each financial year departments and municipalities revise plans and programmes according to what is a priority. The implications are that programmes and budgets are then also revised.

Readers are advised to directly contact the relevant funding institutions to seek more clarity and any additional information regarding a fund or support that they might be interested in.

This is the first edition of the booklet which we intend to update periodically. We will continue to update it with more information in the later versions. Information of funding organisations that is not included in this edition will be included in the later editions. A soft or hard copy of the booklet can be made available. Please contact us.



2. DISCLAIMER

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3. DEVELOPMENT FINANCE INSTITUTIONS

Sector	Organisation	Type of Funding	Products, Preferred Type of Project	Link	Contact Details
Agro-processing	The Department of Trade and Industry (The DTI)	20% to a 30% cost-sharing grant to a maximum of R20 million	Agro-processing Support Scheme (APSS)	https://www.thedti.gov.za/financial_assistance/financial_incentive.jsp?id=69&subthemeid=25	schiloane@thedti.gov.za Ms. Suzan Chiloane 012 394 1208 012 394 1461
Agriculture	Global Cleantech	Seed Fund Innovation Programmes	SMME's	https://www.tia.org.za/global-cleantech-innovation-programme/	info@innovationsummit.co.za 012 472 2700
Agriculture	Land Bank	Development Financing	Any	https://landbank.co.za/Products-and-Services/Pages/Products-and-Services.aspx	info@landbank.co.za 043 706 8600
Agriculture	Eastern Cape Rural Development Agency (ECRDA)	Agricultural and non-agricultural loans for rural entrepreneurs	Rural Entrepreneurs	http://www.ecrda.co.za/images/programes/ECRDALoanApplicationForm.pdf	info@ecrda.co.za 043 703 6300
Aqua-culture (Primary) Operations	The Department of	ADEP's contribution is	Aqua-culture Development and	https://www.thedti.gov.za/financial_assistance/financial_incentive.jsp?id=69&subthemeid=25	sbdinfo@dsbd.gov.za



Secondary Aqua-culture Operations of Local Produce Ancillary Aqua-culture Operations	Trade and Industry (The DTI)	up to 50% (capped at R20m) of qualifying costs for new, upgrading or expanding projects	Enhancement Programme (ADEP)	ncial_incentive.jsp?id=56&subthemeid=26	0861 843 384
Automotive Light Motor Vehicle Manufacturers Component Manufacturers Tooling Companies	The Department of Trade and Industry (The DTI)	Non-taxable cash grant of 20% 25% Investment in productive asset	Automotive Investment Scheme (AIS)	https://www.thedti.gov.za/financial_assistance/financial_incentive.jsp?id=37&subthemeid=26	alegrange@thedti.gov.za 041 502 9000 012 394 9500
Clothing & Textile	The Department of Trade and Industry (The DTI)	Financial Assistance	Manufacturing Investment Programme	http://www.ctcp.co.za/ 	Joy Balepile joyb@idc.co.za 011 269 3485/3762 Herminah Lewis hlewis@thedit.gov.za 012 394 3484 Thato Malebye tmalebye@thedti.gov.za
Commercial Banks	Standard Bank	Any	Entrepreneurs	https://bizconnect.standardbank.co.za/start/launch-your-business/	bizdirect@standardbank.co.za 0860 109 075



	First National Bank	Any	Entrepreneurs	https://www.fnb.co.za/business-banking/specialised-finance/vumela.html	Please visit your nearest Branch
	ABSA	Any	Entrepreneurs	https://www.absa.co.za/business/starting-my-business/access-to-finance/	Please visit your nearest Branch
	Nedbank	Any	Entrepreneurs	https://loansfind.co.za/business/nedbank	Please visit your nearest Branch 011 233 3900
	Investec	Any	Entrepreneurs	https://www.investec.com/	011 286 7000
	Bidvest	Any	Entrepreneurs	https://www.bidvestbank.co.za/	servicecentre@bidvestbank.co.za 043 726 0898
Community	Australian High Commissioner	Direct Aid Programme	NGO's	http://www.southafrica.embassy.gov.au/pret/Developmentcooperat.html 	larissa.subira@dfat.gov.au 012 423 6109
Construction	Department of Public Works	Contractor, Incubator Programme	Sustainable contracting enterprises owned and controlled by Historically Disadvantaged Individuals	http://www.publicworks.gov.za/contractor_incubator.html	Lunga Mangqengwana 041 487 2209 041 408 2064



Co-operatives	Department of Small Business Development (DSDB)	100% grant for registered primary Co-operatives	Co-operative Incentive Scheme (CIS)	http://www.dsbd.gov.za/?page_id=1220	sbdinfo@dsbd.gov.za 012 394 1067
Development	National Development Agency (NDA)	Partnerships	Community Based Organisations and NGO's	https://www.nda.org.za/services/CSO-grant-funding-and-resource-mobilisation	ecaperegion@nda.org.za 043 721 1226
Education	Anglo American	Early Childhood Development	Registered Entity	Fund Manager - Mr. Deepa Patel	aacf@tshikululu.org.za 011 544 0300
Electricity	Department of Energy	Integrated National Electrification Grant	Municipalities	http://www.energy.gov.za/EEE/Projects/EEDSM/EEDSM-Project-Request-for-Proposal-2019-2020.pdf	041 502 0300
Enterprise Development	De Beers	Zimela Fund	Registered Entity	https://www.debeersgroup.com/building-forever/	debeersfund@tsi.org.za 011 337 7350
Exporting	The Department of Trade and Industry (The DTI)	Specific Sector Assistance Scheme (SSAS)	Non-profit Organisations operating for more than 12 months	https://www.thedti.gov.za/financialassistance/financialincentive.jsp	jkoko@thedti.gov.za 012 394 1067
Film Sector	Eastern Cape Information Technology	Incubation Programme	Growth and Development	http://www.eciti.co.za/	info@eciti.co.za 087 373 0970



Information Communications Technology	Institute (ECITI)				
Food	Pick 'n Pay	Food Security Support	SMME's	http://www.picknpay.co.za/peoplenplanet/supplier-toolkit	smallbusiness@pnp.co.za 021 658 1561
Franchises	National Empowerment Fund (NEF)	Franchise Finance	Franchises	https://www.nefcorp.co.za/products-services/	info@nefcorp.co.za 043 783 4200
Furniture Manufacturing	Furntech	Skills Training Development	Start-ups	https://furntech.org.za/incubation/	info@furntech.org.za 021 510 0088
Forestry and Fisheries	Department of Agriculture, Forestry & Fisheries (DAFF)	Vulnerable Workers on Farms, in Forestry and Fisheries Programme	NGO's	https://www.daff.gov.za/daffweb3/Programme/Vulnerable-Workers-on-Farms-in-Forestry-and-Fisheries-Programme	info@daff.gov.za 021 809 1600
Gaming, Animation and Virtual	Maxum Digital	Funding and Business Support	Start-ups	www.theinnovationhub.com/business-incubators/	info@theinnovationhub.com 012 844 0000
Grassroots Human Security Projects	Embassy of Japan	Grassroots Grant Aid	NPO's	https://www.za.emb-japan.go.jp/itpr_en/ODA.html	jggp@pr.mofa.go.jp 012 452 1500
Housing	National Housing Finance	Finance to Intermediaries	Property Practitioners and Developers	https://www.nhfc.co.za/	info@nhfc.co.za



Property Practitioners (Developers and Landlords)	Corporation (NHFC)				011 644 9800
Infrastructure	Department of Small Business Development (DSDB)	50:50 Cost-sharing Grant	Municipalities	http://www.dsbd.gov.za/?page_id=1222	sbinfo@dsbd.gov.za 086 184 3384
Infrastructure	Department of Cooperative Governance and Traditional Affairs (EC-COGTA)	Small Town Revitalisation and Integrated Urban Development Programme (IUDP)	Municipalities	www.cogta.gov.za/	luthando.plaatjie@eccogta.gov.za 040 609 4940
Infrastructure	Development Bank of Southern Africa (DBSA)	Long-term Loan	Corporate Companies State Owned Entities Higher Education Entities	https://www.dbsa.org/EN/proderv/FUND%20DESCRIPTION/Pages/default.aspx 	Mr. T. P. Nchoche tpn@dbsa.org.za 011 313 3075
Infrastructure	The Department of Trade and Industry (The DTI)	Company Infrastructure Programme (CIP)	Municipalities Private Investor Companies	https://www.thedti.gov.za/financial_assistance/financial_incentive.jsp?id=3&subthemeid=26 	Mr. Lawrence Mathaupuli lmathaupuli@thedti.gov.za 012 394 1431

					Ms. Mamonoko Seane mseane@thedti.gov.za 012 394 1454
Infrastructure	National Treasury	Neighbourhood Development Partnership Grant (NDPG)	Municipal Infrastructure Projects that act as catalyst for Economic Development that is roads, bridges and taxi ranks	Applications from municipalities are usually invited through formal letters or through advertisements in major newspapers. http://www.treasury.gov.za/	Ms. Talita van der Westhuizen talita.vdwesthuizen@treasury.gov.za 012 315 5075 Ms. Samantha Ghlhatsi samantha.ghlahatsi@treasury.gov.za
Land Reform and Development	Vumelana	Vumelana Advisory Fund	Community Private Partnerships	https://www.vumelana.org.za/	info@vumelana.org.za 011 612 2000
Renewable Energy, Tourism, Manufacturing, Mining and Mineral beneficiation	National Empowerment Fund (NEF)	Strategic Projects Fund	Registered Entity	www.nefcorp.co.za	Mr. B. Bacela 011 305 8000
Retail	Merchant Capital	Business Loans	Building and Hardware; Butchery; Electronics; Fuel Stations; Hair and Beauty Salon; Liquor Store; Nursery;	 Apply online https://www.merchantcapital.co.za/	info@merchantcapital.co.za ryan.cohen@merchantcapital.co.za 011 217 2880



			Restaurant and Fast Foods; Supermarkets		
Retail	Zande	Inventory Finance that assist Spaza Shops in Procuring of Stock	Spaza Shops	Apply online https://zande.co.za/	info@zande.co.za 011 326 6108
Rural Development	Eastern Cape Rural Development Agency (ECRDA)	Funding & Business Support	Rural Development	http://www.ecrda.co.za/	info@ecrda.co.za 043 703 6300
Service Delivery	Department of Public Service and Administration	Tirelo Bosha Public Improvement Facility	Government Departments, Municipalities and Private Companies in Partnership with Government	http://www.dpsa.gov.za/ 	mosibudi@dpsa.gov.za 012 336 1063
Social	New Venture Studios	Co-founding	Entrepreneurs	https://www.newventuressstudio.co.za/	manager@newventuressstudio.co.za 021 696 4157
Social Entertainment	Red Bull Amaphiko Academy	Enhancement Programme	Grass Roots Social Entrepreneurs	https://www.redbull.com/in-t-en/projects/red-bull-amaphiko	Follow link on-line application



Tourism	Industrial Development Corporation (IDC)	Green Tourism Incentive Programme Gro-E Scheme	SMME's and Mid-Cap Companies	www.idc.co.za/	callcentre@idc.co.za 043 721 0733
Tourism	National Empowerment Fund (NEF)	Eco-Tourism	New and Existing Black Owned Businesses	https://www.nefcorp.co.za/products-services/	easterncape@nefcorp.co.za 043 738 4200
Any	Vodacom (Vodafund)	Any	Entrepreneurs	Apply Online https://www.vodacombusiness.co.za/business/solutions/fund-my-business	087 057 2776



4. MULTI-SECTORAL SUPPORT: DEVELOPMENT FINANCE INSTITUTIONS (DFIS)

Sector	Organisation	Type of Funding	Products, Preferred Type of Project	Link	Contact Details
Multi-sector	The Department of Trade and Industry (The DTI)	Manufacturing Competitive Enhancement Programme (MCEP)	Agro-processing; Biofuels; Forestry; Furniture; Paper and Pulp; Timber; Metal Fabrication; Electro-technical; Equipment; Transport Equipment; Non-metallic Minerals; and Chemicals	https://www.thedti.gov.za/financial_assistance/BIS.jsp 	Ms. Puleng Bothlhole pbothlhole@thedti.gov.za 012 394 1207 Ms. Magdeline Thwala mthwalathedti.gov.za 012 394 1089 Mr. Sithembile Tantsi tsithembile@thedti.gov.za 012 394 1258 041 502 9000
Multi-sector	Department of Economic Development, Environmental Affairs and Tourism (DEDEAT)	LRED Fund	Agro-processing; Auto-sector; Manufacturing; Oceans Economy; Renewable Energy; and Tourism	www.dedea.gov.za 	Ms. Buniswa Koneti boniswa.koneti@dedea.gov.za 083 292 0930

Multi-sector	Department of Small Business Development (DSDB)	Cost Sharing Grant	Co-operatives and Infrastructure	www.dsbd.gov.za/	sbinfo@dsbd.gov.za 012 394 1006
Multi-sector	Small Enterprise Finance Agency (SEFA)	Direct Lending; Asset Finance; Bridging Loan; Revolving Loan; and Term Loan	SMME's and Cooperatives	www.sefa.org.za/services/direct	info@sefa.gov.za 043 721 1510
Multi-sector	Small Business Development Agency (SEDA)	Export Development; Supplier Development; Enterprise Development; Tools; Empretec; and Coaching	SMME's	www.seda.org.za/Programmes/Coops/	info@seda.org.za 043 706 6701
Multi-sector	National Empowerment Fund (NEF)	Woman Empowerment Fund iMbewu Fund Entrepreneurship Finance; Procurement Finance; and Franchise Finance	Any	 https://www.nefcorp.co.za/products-services/	info@nefcorp.co.za 043 783 4200 086 163 3327 Mr Bongolwethu Bacela



		uMnotho Fund Acquisition Finance; New Venture Finance; Expansion Capital; Capital Markets; and Liquidity and Warehousing Rural and Community Development Fund Acquisition Finance; New Venture Finance; and Expansion Capital			bacelab@nefcorp.co.za Mr Viwe Nqebe nqebbev@nefcorp.co.za
Multi-sector	Industrial Development Corporation (IDC)	- Manufacturing Competitiveness Enhancement Programme (MCEP); - Downstream Steel Industry;	SMME's and Mid-cap Companies	www.idc.co.za/ 	callcentre@idc.co.za 043 721 0733

		- Competiveness Fund (DSICF); and - Green Tourism Incentive Programme			
Multi-sector	National Youth Development Agency (NYDA)	Grant Programme; Voucher Programme; and The Thusano Fund	Youth-owned Enterprises	www.nyda.gov.za/	Nosidima.Maneli@nyda.gov.za 087 158 7744 043 704 4600
Multi-sector	Eastern Cape Development Corporation (ECDC)	Short-term Finance Long-term Finance	Existing and Start-up Businesses	http://www.ecdc.co.za/our-productservices/business-funding-and-support/	info@ecdc.co.za 043 704 5600
Multi-sector	Department of Public Works	Expanded Public Works Programme	Any	http://www.epwp.gov.za/training.html Infrastructure Sector Enquiries: Non-State Sector Enquiries:	Mr Mfuneko Kango mfuneko.kango@dpw.gov.za 012 492 1412 Ms Mosima Ndlanzi mosima.ndlanzi@dpw.gov.za 012 492 1431

				Social Sector Enquiries Environment and Culture	Mr. Masego Maselwanyane masego.maselwanyane@dpw.gov.za 012 406 1354 Ms Hlamalang Come hlamalang.come@dpw.gov.za 012 492 1427
Multi-sector	Department of Economic Development, Environmental Affairs and Tourism (DEDEAT)	Local and Regional Economic Development (LRED) Fund Invaba Fund	Projects Auto Sector	Public calls for proposals are issued and applications are made through regional offices. Selection process conducted by interdepartmental teams for selections.	Mr. J. Rali jongikhaya.rali@dedea.gov.za 071 865 3810 Mr. M. Jolingana mbulelo.jolingana@dedea.gov.za 079 884 8311
Multi-sector	National Lotteries Board	Funding	- Arts and Culture - Charities - Social Welfare - Sports and Recreation	http://www.nlcsa.org.za/wp-content/uploads/2019/02/National-Lotteries-Commission-54X10-Light-Blue-Final.pdf	nldtf@nlcsa.org.za 043 711 5000 012 432 1387



Multi-sector	Business Women's Association of South Africa	Opportunity and Support	Female Owned Businesses	https://bwasa.co.za/	MS Sibongile Mtshemia el@bwasa.co.za 043 721 3363
Multi-sector	Department of Cooperative Governance and Traditional Affairs (EC-COGTA)	Small Town Revitalisation and Integrated Urban Development Programme (IUDP)	Municipalities	www.cogta.gov.za/	luthando.plaatjie@eccogta.gov.za 040 609 4940



5. MUNICIPAL DISTRICTS/METROS AND THEIR DEVELOPMENT AGENCIES

District	Agency	Type of Funding	Products, Preferred type of Projects	Link	Contact Details
Alfred Nzo District Municipality	Alfred Nzo Development Agency (ANDA)	Grant Funding; Grant with Equity; “Siyaqhuba” Loan Finance; Project Management Services/Municipal and Government Projects; Skills Development and Capacity Building; and ANDA’s Investments and Revenue Generation	New business to promote investment in all sectors of the local economy	http://www.anda.org.za/products-and-services/	039 492 0011 info@anda.org.za
Amathole District Municipality	ASPIRE	Town Centre Development; Growth Point or Node Development;	Locality development, with the objective of regenerating small town economies	https://www.aspire.org.za/beta/	043 721 2070 info@aspire.org.za

		Corridor Investments; and Developing Markets			
Buffalo City Metropolitan Municipality	Buffalo City Metropolitan Development Agency (BCMDA)	Economic Infrastructure development; District investment promotion; Skills development and entrepreneurship facilitation; and Project Management function to implement Municipal and Government Project	New business to promote investment in all sectors of the local economy Economic infrastructure development to attract new investments in those sectors in which the district has both the comparative and competitive advantages	http://www.bcmda.org.za/	043 101 0160 info@bcmda.org.za
Sarah Baartman District Municipality	CACADU Development Agency (CDA)	Economic Infrastructure development; District investment promotion;	Economic infrastructure development to attract new investments in those sectors in which the district has both the comparative and	www.cacadudevelopment.co.za	Mr. Z. Sibeko 041 508 7055 zsibeko@cacadudevelopment.co.za

		Skills development and entrepreneurship facilitation; and Project Management function to implement Municipal and Government Projects	competitive advantages.		
Chris Hani District Municipality	Chris Hani Development Agency (CHDA)	Agri-Business Development Programme; Investment Promotion and Enterprise Development Programme; Irrigation Schemes Revitalisation Programme; and Sector Specific Scarce Skills Development Project	To identify high value cropping and agricultural production initiatives, as well as drive the development of value chain activities as well as related industries. To engage new markets that have a potential to rejuvenate regional economy or re-generation, existing business retention, new investment and/or accelerated	https://www.chda.org.za/	Mrs. Zolisa Xabadiya 045 807 4000 zolisa@chda.org.za



			private sector investment. Rebranding the district as a food production region through operationalisation of the four big irrigation schemes, towards creating sustainable rural - based economies. Recognising that in order for rural communities to be uplifted, there is a need for the skills development programmes that will target both individuals and community enterprises.		
Nelson Mandela Bay Metropolitan Municipality	COEGA	Agro-processing; Automotive; Business Process Outsourcing (BPO); Chemicals; Energy;	To provide a competitive investment location, supported by value-added	https://www.mbd a.co.za/program mes-current/	041 811 8200 info@mbda.co.za



		Maritime; Metals/Metallurgical; and Trade Solutions	business services that effectively enables socio- economic development.		
Joe Gqabi District Municipality	Joe Gqabi Economic Development Agency (JOGEDA)	Commercial Property Development; Green Economy; Maize Meat Hub Feedlot; Residential Property Development; Senqu Plastic Manufacturing; and Tourism Development	To identify, initiate, facilitate, promote, own and implement catalytic or high impact economic development and investment projects.	www.jogeda.co.za/	051 633 2335 info@jogeda.co.za
OR Tambo District Municipality	Ntinga	Enterprise Development; Tourism and Heritage Development; Agriculture Development;	Creating Economic Opportunities for all through Cooperative development that are aimed at improving the quality of life.	https://www.ntinga.org.za/	047 531 0346 info@ntinga.org.za

		SMME and Co-operative Development; and Special Economic Zones and Agri-parks	Promotion of Tourism in the region by assisting with the development of new entities and promoting our existing tourism hotspots. Addressing food security through projects that provide affordable basic foods to all households through Agricultural Development.		
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6. INCUBATORS

Sector	Organisation	Type of Funding	Products, Preferred Type of Project	Website Link	Contact Details
Agri and Agro Alice Processing	Lovedale (RAPID)	Incubator	Agri and Agro-processing	http://www.lovedalecollege.co.za/main-gallery-cferi.php	King Williams Town 040 604 0700
Agro-processing	Emonti Incubator	Incubator	Agri and Agro-processing	https://www.berlinbeef.info/agribee-beef-fund/emonti-incubator thulani@berlinbeef.co.za	Beacon Bay 043 726 555
Agro-processing	Seda Alfred Nzo Agro Manufacturing Incubator (SANAMI)	Incubator	Agro-processing	www.seda.org.za/ContactUs/Pages/IncubationCentres.aspx?	Mount Ayliff 039 254 5181
Aluminium Fabrication and Casting	Downstream Aluminium Centre for Technology (DACT)	Incubator	Aluminium Fabrication and Casting	https://www.dact.co.za/ 	Richards Bay 035 797 1500 info@dact.co.za
Any	Raizcorp	Incubator	Any	https://www.raizcorp.com/	Richards Bay 035 908 9180 info@raizcorp.com



Any	Shanduka Black Umbrellas	Incubator and Accelerator	Any	http://www.blackumbrellas.org/port-elizabeth-incubator.html	Port Elizabeth 041 501 3400 info@blackumbrellas.org
Any	The Business Place	Incubator	Any	http://www.thebusinessplace.co.za/	Port Elizabeth 041 450 1940 info@thebusinessplace.co.za
Any	The Cortex Hub	Incubator and Accelerator	Any	https://www.thecortexhub.com/	Port Elizabeth 087 357 7004 info@thecortexhub.com
Any	Transnet	Incubator	Any	http://www.transnet.net/BusinessWithUs/Pages/Enterprise-Development-HUB.aspx	Mdantsane 011 774 1965 edhubmda@transnet.net
Chemicals Industry	Chemin	Incubator	Chemical Industry	http://www.chemin.co.za/services/incubation/	Port Elizabeth 041 503 6700 matthew@chemin.co.za East London 087 373 1150 lwandile@chemin.co.za
Construction	Seda Construction Incubator	Incubator	Construction	http://www.seci.org.za/branches.html	East London 087 373 0801



					tmtola@seci.org.za Mthatha 047 531 1840 tmtola@seci.org.za Nelson Mandela Bay 041 486 2542/2549 nmolose@seci.org.za
Furniture Manufacturing	Furntech	Incubator	Furniture Manufacturing	https://furntech.org.za/incubation/	Mthatha 047 531 1840 info@furntech.co.za
Information and Communications Technology (ICT)	Seda Nelson Mandela Bay ICT Incubator (SNII)	Incubator	ICT	www.seda.org.za/ContactUs/Pages/IncubationCentres.aspx? 	Port Elizabeth 043 702 8200 mzuyanda@elidz.co.za
NGO's	The Hope Factory	Incubator	Any	http://www.thehopefactory.co.za/	Port Elizabeth 041 484 7000 jolandis@thehopefactory.co.za karabom@thehopefactory.co.za



Waste Management	Bulungula	Incubator	Waste Management	https://bulungulaincubator.org/2020/01/10/waste-management-projects/	Eliotdale District 047 577 8908 rejane@bulungulaincubator.org
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7. TIPS ON A GOOD FUNDING PROPOSAL

1. It must be clearly written and structured;
2. It must be complete with all the necessary documentation and attachments as specified in the advert or call for proposal;
3. The problem or need to be addressed must be clearly defined;
4. Goals and objectives must be clearly defined;
5. It must clearly show that the organisation has the capacity to carry out the desired project;
6. The budget must be cost effective, realistic and be guided by the project needs;
7. Project time lines must be feasible; and
8. There must be a clear plan for accountability as well as reporting.

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DOCUMENT AND INFORMATION CHECKLIST

Please provide us with the applicable documents as outlined below:

		Existing Business	Start-up Business
1.	Application Form and Business Plan;	•	•
2.	Directors/Members resolution to apply (if applicable);	•	•
3.	Audited Financial Statements (not less than 3 years - if applicable);	•	
4.	5-year Financial Forecast/Projections (including Income Statement, Balance Sheet and Cash Flow Statement);	•	•
5.	Latest Management Accounts (including Income Statement and Balance Sheet);	•	
6.	Personal statements of Assets and Liabilities of all Directors/Members including those of spouse if married in Community of Property;	•	•
7.	Marriage Certificate (where applicable);	•	•
8.	Bank Statements for the past 12 months (Personal and Business);	•	•
9.	Certified ID copies for all Directors/Members;	•	•
10.	Registration documents and all the legal documents relevant to the entity;	•	•
11.	Sale of Share Agreement (if applicable);	•	
12.	Share Certificate(s);	•	•
13.	FICA Compliance: Proof of Residence/Lease Agreement (if applicable); and	•	•
14.	Detailed CV of the principal applicant.	•	•

The information above was summarised from various DFI application forms

Please note: An application may be rejected if you do not submit all the documents as per the above list and guidelines.

8. BUSINESS PLAN GUIDELINES AND INFORMATION CHECKLIST

Please note that this section only provides you with a guideline, and to assist you with compiling a Business Plan that meets the minimum requirements and does not require all submissions to follow this format. All other Business Plans will be accepted provided all this information has been sufficiently covered in those proposals.



QUALIFICATION CRITERIA

1. The business must be registered in South Africa;
2. The majority shareholder must be a South African citizen;
3. The majority shareholder(s) must be involved in the day to day running of the business;
4. The business must be conducted with a profit motive and be economically viable;
5. The financial forecast/cash flow must show the ability to repay the facility (affordability);
6. Demonstrate job creation (potential to create new jobs or sustain the existing ones);
7. Compliance all the relevant laws and regulations; and
8. The owner must display sufficient entrepreneurship, skills and experience (directly related to the business).



RISK AND COMMERCIAL VIABILITY ANALYSIS

1. Executive Summary

Provide a brief description of the business, the reason why funding is required, a background on the promoters, and an overview of the socio-economic benefits.

2. Purpose of required funding

Motivate why capital is required and provide details of how these funds will be applied.

3. Valuation of Business

If funds are used for the purchase of an existing business, please provide details of how the business evaluation has been derived, e.g. DCF, NAV, price-earnings.

4. Products and Services

Describe the product and or service offering by including the following:

- Benefits to the user;
- Specifications of products and services;
- Unique selling proposition;
- Source of revenue or contractual revenue;
- Potential and proposed new product developments; and
- Export potential.

5. Industry analysis

Provide information on the industry by including the following:

- Summary of the industry;
- Value drivers and industry price structures;
- Historical growth rates;
- Recent developments;
- How is the market segmented and why?
- Applicable industry ratios;
- Legal and regulatory environment;
- Growth opportunities;
- Cyclicity and seasonality; and
- Industry-specific risks.

- Distribution channels.

7. Competitor analysis

Provide information on competitors, by including the following:

- Market share;
- Barriers to entry and new entrants;
- Substitute products;
- Details of marketing budget; and
- Marketing strategy, to realize objectives.

8. Supplier analysis

Provide information on suppliers by including the following:

- Number of suppliers;
- Bargaining power of suppliers;
- Availability of raw materials; and
- Cost of imported vs local material.

9. Operational analysis

Provide information on operations by including the following:

- Production processes;
- Equipment required;
- Plant capacity and utilization;
- Production costs;
- Replacement requirements;
- New technology requirements;
- Quality control/rejection rate; and
- Raw materials required.

10. Management and Human Resources

Provide information about management and HR by including the following:

- Management experience and qualifications;
- Number of employees;
- % BEE and skills required;
- Training programmes; and
- Staff turnover.



6. Target market analysis

Provide information on customers by including the following:

- Market analysis;
- Target market and geographic coverage;
- List of existing and potential customers;
- Letters of intent, contracts, and orders on hand;
- Growth opportunities; and

12. Socio-economic benefits

Provide information on socio-economic benefits by including the following:

- Job creation;
- Women participation;
- Poverty alleviation;
- Skills transfer and training;
- Industrial growth and development; and
- Number of households to benefit.

11. Summary of all internal and external risks

Provide a summary of information on the principal risks that the entity is subject to and how these risks will be addressed.

13. Financial/cash flow analysis

Please provide an Income Statement, Balance Sheet and Cash Flow Statements and state assumptions used in projections:

Financials should reflect: 3 years historic information for existing entities plus a 5-year forecast;

Provide the most recent management accounts if the business is already in existence; and

Include commentary on the financials to date and forecasts, as well as:

- a. Break-even analysis;
- b. Specify value drivers, best vs worse case scenarios;
- c. Cash flow cycle, monthly, credit days, debtors days;
- d. Profit margins;
- e. Profitability;
- f. Assumptions used in compiling cash flow forecasts;
- g. Cost drivers (what proportion is fixed);
- h. Debt structure; and
- i. Working capital review/analysis;

9. DISTRICT AND LOCAL MUNICIPAL SUPPORT

The following section provide details of Local and district municipalities. Readers can access more information on their respective websites of www.municipalities.co.za.

Contact details of Local Economic Development personnel in the Municipalities

Name of Municipality	LED Personnel	Contact Details	
Amathole District Municipality	Mr. Simphiwe Mnweba	info@amathole.gov.za	043 783 2289 072 824 9905
Amahlathi Local Municipality	Mr. Onke Makunga Mr. Loyiso Simon	onkem186@gmail.com lsimon@amahlathi.gov.za	043 683 5089 074 228 3796 076 872 3477
Buffalo City Metropolitan Municipality	Ms. Xolelwa Majiza	xolelwama@buffalocity.gov.za	043 705 1167
Great Kei Local Municipality	Ms. Zikhona Nogilana	info@greatkeilm.gov.za	043 831 1325 071 559 9270
Mbhashe Local Municipality	Mr. Kenneth Mcopele Ms. Buliwe Senzi	info@mbhashemun.gov.za	047 489 1452 082 768 7857 071 084 8751
Mnquma Local Municipality	Mr. Viwe Madolo Ms. Sinothando Jikicwa	www.mnquma.gov.za	047 401 2400 073 912 4131
Ngqushwa Local Municipality	Mr. Vuyisa Mbangi Ms. Xatyswa Maswana	ymbangi@ngqushwamun.gov.za xmaswana@ngqushwamun.gov.za	040 673 3095 072 205 6570
Raymond Mhlaba Local Municipality	Dr. Lulamile Hanabe Mr. Lwazi Ndlazilwana	ghanabe@raymondmhlaba.gov.za lnlaziwana@raymondmhlaba.gov.za	046 645 7452 073 149 9373
Alfred Nzo District Municipality	Mr. Mthetheli Kraai Ms. Mandy Bambeni	www.andm.gov.za	039 254 5024 073 782 0291
Matatiele Local Municipality	Mr. Vuyo Ndaba Mr. Mluleki Matika	info@matatiele.gov.za	039 737 3135 072 011 1185 072 416 0663
Mbizana Local Municipality	Ms. Nomhle Mafumbata Ms. Nwabisa Gxumisa Ms. Zimkhita Mayekiso	sompetab@mbizana.org.za gxumisan@mbizana.org.za mayekisoz@mbizana.gov.za	039 251 0230 078 038 4700 082 297 9705
Ntabankulu Local Municipality	Mr. Luthando Mkula Ms. Thandeka Gama	www.ntabankulu.gov.za	039 258 0056 083 461 2000 071 672 4105
Umzimvubu Local Municipality	Ms. Shirley Batyi Mr. Mnoneleli Matam	www.umzimvubu.gov.za	039 255 0166 039 255 8500



Sarah Baartman District Municipality	Mr. Duma Magxwalisa	dmagxwalisa@sbdm.co.za	039 254 5024 073 782 0291
Baviaans Local Municipality	Ms. Nick Barnard	www.baviaans.gov.za	044 923 2388
Blue Crane Route Local Municipality	Ms. Andile Ntsundu Ms. Bathabile Ndoni	mmanager@bcrm.gov.za	042 243 1333 076 897 2870
Camdeboo Local Municipality	Ms. Ntombizanele Koeberg Ms. Ziyanda Fikoni	www.camdeboo.gov.za	049 807 5900 084 665 2659
Dr Beyers Naude Local Municipality		saulsj@bnlm.gov.za mmoffice@bnlm.gov.za	049 807 5700 049 807 5778
Kouga Local Municipality	Ms. Carleen Arends Ms. Carina Strydom Ms. Vivian Blouw	csnrends@kouga.gov.za cstrydom@kouga.gov.za vblouw@kouga.gov.za	042 200 2200 082 894 8111
Koukamma Local Municipality	Mr. Mongameli Noma Mr. Gerhard Moos	mongameli.noma@koukamma.gov.za gerhard.moos@koukamma.gov.za	042 288 7250 082 588 0772
Makana Local Municipality	Mr. Thembinkosi Sindane	thembinkosi.sindane@makana.gov.za	046 603 6124 078 912 6484
Ndlambe Local Municipality	Mr. Qhawe Mampana Mr. Thembekile Mbunge	qmampana@ndlambe.gov.za	046 624 1140 082 418 2552
Sundays River Valley Local Municipality	Mr. Thembile Dlamini Ms. Neliswa Ngcobo	tembiled@srvm.gov.za	042 230 7770 073 819 3351
Nelson Mandela Bay Metropolitan Municipality	Mr. Eric Noack	eric.noack@mandelametro.gov.za	041 503 7519
Chris Hani District Municipality	Mr. Dumisani Nqena	nqenad@chrishanidm.gov.za	045 807 4800 082 200 9288
Engcobo Local Municipality	Ms. Nolubabalo Siduna	nsiduna@engcobolm.gov.za	047 548 1665 073 612 5472
Emalahleni Local Municipality	Ms. Bathandwa Mcitheka	bmchitheka@emalahlenilm.gov.za	047 878 0020 082 840 0269
Intsika Yethu Local Municipality	Ms. Zukiswa Marala	zmarala@intsikayethu.gov.za	047 874 8716 073 161 0124
Inxuba Yethemba Local Municipality	Mr. Lulamile Joyiyasi	ljoyiyasi@inxubayethembalm.gov.za	048 801 500 072 241 6739
	Mr. Nkosi Mzilemi	nmzilemi@enochmgijima.org.za	045 807 2685



	Enoch Mgijima Local Municipality	Mr. Zandisile Nxano Mr. Vuyani Qashosho Mr. Bulelani Matross	znxano@enochmgijima.org.za vqashosho@enochmgijima.org.za	082 200 9288 045 846 0033 072 064 0766
	Sakhisizwe Local Municipality	Mr. Thembani Gomana Mr. Xolile Kulela	tgomani@sakhisizwe.gov.za xkulela@sakhisizwe.gov.za	047 877 5200 076 334 1102
Joe Gqabi District Municipality		Ms. Nandi Mshumi Mr. Xola Mahali	mshumin@jgdm.gov.za xolamahali@jgdm.gov.za	045 979 3001 072 228 5010 079 058 0426
	Elundini Local Municipality	Ms. Ntomboxolo Eddie Ms. Vuyokazi Nodikana Mr. Luther Kokoyo	ntomboxoloe@elundini.gov.za vuyokazin@elundini.gov.za lutherkokoyo@elundini.gov.za	045 932 8100
	Walter Sisulu Local Municipality	Mr. Fernando Sandt Ms. Botamani Gugu	fernandos@wslm.gov.za botamanig@wslm.gov.za	051 653 0652 084 625 9993
	Senqu Local Municipality	Ms. Bronwen Viedge Mr. Mkhululi Ndlela	bronwenv@senqulm.gov.za mkhululin@senqulm.gov.za	051 603 1325 079 979 2105
O.R. Tambo District Municipality		Mr. Samuel Nyakudya	samuelynyakudya@ortambodm.gov.za	073 573 3588
	Ingquza Hill Local Municipality	Mr. Owethu Pantswa	opantswa@ihlm.gov.za	 039 252 0131 083 450 2471
	King Sabata Dalindyebo Local Municipality	Mr. Sikhulandle Zipete Mr. Richard Mgokoyi	sikhulandlem@ksd.gov.za richardm@ksd.gov.za	047 501 4269 079 106 2265
	Mhlontlo Local Municipality	Mr. Zwelixelile Zipete Mr. Malibongwe Ngekele	zipetez@mhlontlo.gov.za ngekelem@mhlontlo.gov.za	047 553 7060
	Nyandeni Local Municipality	MS. Bongiwe Ngqongwa Mr. Nazo Cekwana	ngqongwab@psjmunipality.gov.za	047 555 5063 073 033 6760
	Port St. Johns Local Municipality	Mr. Sivuyile Xuku Ms. Zama Masumpa	siv.xuku@gmail.com masumpaz@psjlm.gov.za	047 564 1208 066 488 4291



10. COGTA: CONTACT LIST LOCAL ECONOMIC DEVELOPMENT OFFICIALS

District	Responsible Staff	Contact Details		
Alfred Nzo District Municipality	Ms. Vuyo Nkohla	vuyo.nkohla@eccogta.gov.za	040 940 7292	072 723 8860
	Ms. Unathi Mbekisa	unathi.mbekisa@eccogta.gov.za		083 942 8959
Amathole District Municipality	Ms. Ncediwe Magida	ncediwe.magida@eccogta.gov.za	040 940 7284	082 443 6223
	Ms. Thuliwe Matroko	thuliwe.matroko@eccogta.gov.za		073 954 3317
	Ms. Sinovuyo Nohe	sinovuyo.nohe@eccogta.gov.za		083 539 8072
Buffalo City Metropolitan Municipality	Ms. N. Magida	ncediwe.magida@eccogta.gov.za	040 940 7284	082 443 6223
	Ms. Thuliwe Matroko	thuliwe.matroko@eccogta.gov.za		073 954 3317
	Ms. Sinovuyo Nohe	sinovuyo.nohe@eccogta.gov.za		083 539 8072
Sarah Baartman District Municipality	Mr. Mzwandile Peme	mzwandile.peme@eccogta.gov.za	040 940 7286	071 689 6445
	Mr. Jongisizwe Diko	jongisizwe.diko@eccogta.gov.za		071 607 6550
	Ms. Nandipha Mschicileli	nandipha.mschicileli@eccogta.gov.za		073 382 7897
	Mr. Thobelo Gwarube	thobelo.gwarube@eccogta.gov.za		073 368 0702
Chris Hani District Municipality	Ms. N. Magida	ncediwe.magida@eccogta.gov.za	040 940 7292	072 723 8860
	Mr. Olwethu Salman	olwethu.salman@eccogta.gov.za		076 452 0019
	Ms. Wababa Putini	sikelelwa.wababa-putini@eccogta.co.za		072 496 0593
Nelson Mandela Bay Metropolitan Municipality	Mr. Mzwandile Peme	mzwandile.peme@eccogta.gov.za	040 940 7286	071 689 6445
	Mr. Jongisizwe Diko	jongisizwe.diko@eccogta.gov.za		071 607 6550
	Ms. Nandipha Mschicileli	nandipha.mschicileli@eccogta.gov.za		073 382 7897
	Mr. Thobelo Gwarube	thobelo.gwarube@eccogta.gov.za		073 368 0702
Joe Gqabi District Municipality	Mr Mzwandile Peme	mzwandile.peme@eccogta.gov.za	040 940 7286	071 689 6445
	Mr Wanda Tyali	wanda.tyali@eccogta.gov.za		082 829 1788
	Ms Nandipha Mschicileli	nandipha.mschicileli@eccogta.gov.za		073 382 7897
OR Tambo District Municipality	Ms Vuyo Nkohla	vuyo.nkohla@eccogta.gov.za		072 723 8860
	Ms Nozuko Ndinisa	nozuko.ndinisa@eccogta.gov.za		082 559 6000



11. **FAST MOVING CONSUMER GOODS PROGRAMME (FMCG)**

DRAFT



12. REFERENCES

The Department of Trade and Industry (The DTI)	https://www.thedti.gov.za/financial_assistance/financial_incentive.jsp?id=69&subthemeid=25
Global Cleantech	https://www.tia.org.za/global-cleantech-innovation-programme/
Land Bank	https://landbank.co.za/Products-and-Services/Pages/Products-and-Services.aspx
Australian High Commissioner	http://www.southafrica.embassy.gov.au/pret/Developmentcooperat.html
Department of Public Works	http://www.publicworks.gov.za/contractor_incubator.html
Department of Small Business Development	http://www.dsbd.gov.za/?page_id=1220
National Development Agency	https://www.nda.org.za/services/CSO-grant-funding-and-resource-mobilisation
Anglo American	Fund Manager - Mr. Deepa Patel
Department of Energy	http://www.energy.gov.za/EEE/Projects/EEDSM/EE DSM-Project-Request-for-Proposal-2019-2020.pdf
Eastern Cape Information Technology Institute (ECITI)	http://www.eciti.co.za/
Pick 'n Pay	http://www.picknpay.co.za/funding:guidelines
National Empowerment Fund	https://www.nefcorp.co.za/products-services/
Furntech	https://furntech.org.za/incubation/
Department of Agriculture, Forestry and Fisheries (DAFF)	https://www.daff.gov.za/daffweb3/Programme/Vulnerable-Workers-on-Farms- in-Forestry-and-Fisheries-Programme
Maxim Digital	www.theinnovationhub.com/business-incubators/
National Housing Finance Corporation (NHFC)	https://www.nhfc.co.za/
Development Bank of South Africa (DBSA)	https://www.dbsa.org/EN/prodserv/FUND%20DESCRIPTION/Pages/default.as
National Treasury	http://www.treasury.gov.za/
Merchant Capital	https://www.merchantcapital.co.za/



Zande	https://zande.co.za/
Eastern Cape Rural Development Agency (ECRDA)	http://www.ecrda.co.za/
Venture Studios	https://www.newventuresstudio.co.za/
Red Bull	https://www.redbull.com/int-en/projects/red-bull-amaphiko
Industrial Development Corporation (IDC)	www.idc.co.za/
Standard Bank	https://bizconnect.standardbank.co.za/start/launch-your-business/
FNB	https://www.fnb.co.za/business-banking/specialised-finance/vumela.html
ABSA	https://www.absa.co.za/business/starting-my-business/access-to-finance/
Nedbank	https://loansfind.co.za/business/nedbank
Investec	https://www.investec.com/
Bidvest	https://www.bidvestbank.co.za/
SEFA	www.sefa.org.za/services/direct
SEDA	www.seda.org.za/Programmes/Coops/
National Empowerment Fund	https://www.nefcorp.co.za/products-services/
Department of Public Service and Administration	http://www.dpsa.gov.za/
National Youth Development Agency	www.nyda.gov.za/
Eastern Cape Development Corporation Agency	http://www.ecdc.co.za/our-productservices/business-funding-and-support/
Department of Public Works	http://www.epwp.gov.za/training.html
National Lottery	http://www.nlcsa.org.za/
Business Women's Association of South Africa	https://bwasa.co.za/
Department of Cooperative Governance and Traditional Affairs (COGTA)	www.cogta.gov.za/
Department of Economic Development, Environmental Affairs and Tourism (DEDEAT)	www.dedea.gov.za



13. NOTES

