

**VERIFICATION: SMALL-SCALE FARMER/AGRI-PROCESSING SUPPORT
PROGRAMME 2025/2026**

1. Contact detail

Name of farming business or agri-processing business:			
Physical address		Postal address	
Name of contact person			
Contact number			
Tel no:		Fax no:	
Email:		Business registration number:	
Total number of members in the group/organisation			
Have you or your organisation received CWDM grant funding before?	Yes		No
Was your application successful?	Yes		No

2. Purpose of funding grant

2.1 State what this grant is for. How do you intend using the funds?

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Questions	Yes	No	Comments
When was the organisation/ business established?			
If an organisation/ cooperative, does it have a governing body/structure/ executive?			

If an organisation/ cooperative, do you have monitoring and evaluation reporting measures?			
Does your business have a take-off agreement in place? If yes, indicate duration thereof (please attach agreement[s])			

**Is your CWDM Declaration of Interest form attached to your business plan?
YES/NO**

The Cape Winelands District Municipality adheres to the Protection of Personal Information Act, 2013 (Act No 4 of 2013) and regulations promulgated thereunder (PoPI Act). All personal information provided will be held and/or stored securely for the purpose for which it was collected. In order for the Cape Winelands District Municipality to pursue its objectives and strategies, your personal information needs to be collected and processed.

By submitting your application form to the CWDM, you understand and agree to the following:

- All personal information that you provide to us will be held and/or stored securely and electronically in a database and will be used only for the purposes for which it is collected.
- You have no objection to the CWDM retaining your personal information.
- You understand that should you refuse to provide the CWDM with your personal information which is required to consider your application for funding, the CWDM will be unable to engage with you or enter into any agreement with you.
- A copy of the CWDM's policy on Protection of Personal Information can be viewed at **www.capewinelands.gov.za**.

SHOULD YOU HAVE ANY OBJECTION TO THE PROCESSING OF YOUR PERSONAL INFORMATION, YOU MUST NOTIFY THE CAPE WINELANDS DISTRICT MUNICIPALITY IMMEDIATELY IN WRITING, FAILING WHICH IT WILL BE DEEMED THAT YOU ACCEPT AND AGREE TO THE TERMS AND CONDITIONS

The undersigned person acknowledges that the information provided is correct.

Please write your name in print.

Name:

Signature:.....

Date:.....

Small farmers/cooperatives need to submit a **business plan/proposal**.

The content of the proposal should be as follows:

- Project contact details
- Project description
- Project location (B-municipality, ward, etc.)
- Project aim and objectives
- Project activities
- Project outputs and outcomes
- Number of jobs created (temporary and permanent)
- Budget
- Management structure
- Viability of business/project
- Financial projections
- Access to appropriate land and water resources (proof of ownership or lease agreement and water rights)
- Secure access to markets and/or sound knowledge of the market
- Identification of key partners in terms of technical input and market access
- Orientation towards gender, disability and youth

Accompanying documentation

- Proof of registration of entity if applicable
- Updated proof of ownership of land or lease agreement and water rights
- CWDM Declaration of Interest form must be completed and certified
- Legal compliance documents as per your commodity(ties) planted or manufactured
- Valid take-off agreement with clear indication of duration to supply commodity(ies) or products

All applications will be subjected to an evaluation process.

SUBMISSION

Duly completed Call for Proposals must be enclosed in a (separate) sealed envelope and endorsed with the relevant name and description on the envelope(s).

The sealed document must be placed in the official tender boxes of the CWDM offices as listed below on or before **Thursday, 31 October 2024 at 14:00**.

Late applications will not be considered

Stellenbosch: 29 Du Toit Street

Paarl: 194 Main Street

Worcester: 51 Trappe Street

Ceres: 27 Munnik Street

Robertson: 46 Van Reenen Street

Montagu: 56 Bad Street

Online applications:

Please note that no proposals will be accepted via email or post (internal or external) and the CWDM takes no responsibility for proposals that are not submitted in the tender boxes in the prescribed manner. No correspondence will be entered into by any official on behalf of the Cape Winelands District Municipality in this regard.

Funding will only be available after 1 July 2025.

Should no feedback be received by 30 June 2025, applicants may assume that their application has been unsuccessful.

ADDITIONAL NOTES

Foreigners who apply must be in possession of a residence permit or green ID document or have refugee status and must be tax compliant. **Please submit originally certified documents as proof of South African residence status.**

DIRECT ENQUIRIES

Please direct any enquires to Prudence January at prudence@capewinelands.gov.za or Nozuko Bhubhi at nozuko@capewinelands.gov.za or telephone 086 126 5263.