



MAYORAL LOCAL ECONOMIC DEVELOPMENT (LED)

START-UP PROGRAMME

Elevate your business dreams and help create more jobs!

KwaDukuza Mayor, Cllr. Lindile Nhaca

KwaDukuza Municipality in partnership with the Department of Economic Development, Environmental Affairs and Tourism will be implementing the SMMEs/Cooperative Support Programme popular known as Mayoral LED Start-Up Support Programme, as part of the provincial economic recovery intervention under the auspices of the Municipal Employment Initiative (MEI).

This 2022/2023 Financial Year programme is mainly targeting formal and informal entrepreneurs who are operating within the jurisdiction of KwaDukuza Municipality.

Each qualifying businesses will be granted support not exceeding **R50 000.00** in the form of business utensils/equipment, excluding stork and operation costs.

Preference will be given to business or cooperatives owned and operated by the youth, women and persons living with disabilities.

ELIGIBILITY CRITERIA

- Applicant(s) director or owner shall be a permanent resident of KwaDukuza and the business must be operating within the boundaries of KwaDukuza Local Municipality.
- Applicant shall provide proof of registration or permission to operate the business, which should include the following compliance documents if they are required by law i.e. CIPC Registration documents, SARS Tax Clearance/Pin or exemption letter, relevant business/trading permit or licenses.
- Business or cooperative must be in existence and operating for the period of 12 months or more.
- The business or cooperative must have a valid and active bank account and also provide a (3) months business banking statement.
- A one-page motivational letter and at least two quotations for working utensils/equipment or infrastructure support required must be submitted with the application form.
- The business or cooperative must also show potential for sustainability and growth e.g. be able to source funding or grant or business opportunities or increase market share from other stakeholders except KwaDukuza municipality.
- At least one member of the businesses or cooperative must have a skill on the business rendered for the required funding support.
- The applicants must provide lease agreement, tittle deeds or Ingonyama Trust Right of Occupation or municipal utility bill(s). Failure to provide security of tenure will disqualify the applicant.



KWAZULU-NATAL PROVINCE
ECONOMIC DEVELOPMENT, TOURISM
AND ENVIRONMENTAL AFFAIRS
REPUBLIC OF SOUTH AFRICA

- Applicant(s) that have received support in the last five years through other Government or Municipality SMMEs/Cooperative or Informal Traders relief measures i.e. (KZN Youth Fund Grant, Operation Vula, KDM LED Start-Up, DTI/SEDA/SEFA/IDC Relief schemes and Coca Cola Bizniz in Box and etc.), do not qualify to apply for this funding or support.

- The required item/s or quotations submitted shall **NOT** exceed **R50 000** per business.
- Government employees, state-owned enterprises, municipal workers, ward committee members, immediate family members of KwaDukuza Municipality employees and Councillors are not eligible to apply for this programme.

- Applicants that are employed on full-time or fixed term contract basis by any employer are not eligible to apply for this support or grant.

- All application forms shall be signed or endorsed by ward councilor.
- Preference will be given to cooperatives and businesses that will create additional new jobs through this intervention and operating in these sectors:

1. Agriculture/Agri-business	5. Construction & Maintenance	9. Creative industries/Craft Business
2. Recycle and Re-use businesses	6. Upholstery & Leather industries.	10. Manufacturing
3. Tourism	7. Clothing and Textile	11. Food /Hospitality
4. Welding/steel works	8. Technology and Innovation	12. Logistics

The above eligibility criteria/ conditions read with the application forms, will form the basis of evaluating applications received by the municipality. The applicants that meet administrative requirements will be assessed further, which including physical inspection of business premises or wherever the business operate. Failure to give evaluation team access to your business premises will automatically disqualify the applicant.

The municipality reserves its right to award or not to award or even award portion of requested support by the applicant.

COLLECTION OF APPLICATION FORMS

Can be collected physically at KwaDukuza Youth and LED Centre (NYDA Office): opposite the corner of Lindley and Goolam street, KwaDukuza, 4450. The forms can be downloaded from our website. www.kwaduza.gov.za or ward Councillors offices.

SUBMISSION OF COMPLETED APPLICATION FORMS WITH REQUIRED SUPPORTING DOCUMENTS

Completed forms must be submitted to the above mentioned office with required supporting documents: KwaDukuza Youth and LED Centre (NYDA Office): opposite the corner of Lindley and Goolam street, KwaDukuza, 4450. Emailed applications will NOT be considered.

ENQUIRIES

Kindly contact Mr Sandile Mkhize(LED officer) on 0324375238 or email: mkhizen@kwadukuza.gov.za

CLOSING DATE

Thursday, 28 February 2023 before 12:00. No late application will be accepted.



APPLICATION FORM

MAYORAL LOCAL ECONOMIC DEVELOPMENT (LED)

START-UP PROGRAMME

SECTION A – PERSONAL DETAILS

Title Surname Full name/s

Designation with the company

Identity Number

Nationality Gender

Ethnic Group ☐ African ☐ White ☐ Indian ☐ Coloured ☐ Other ☐

SECTION B – CONTACT DETAILS

Preferred language English ☐ IsiZulu ☐ Afrikaans ☐ Other ☐

Preferred Contact Method Email ☐ Phone ☐ Post ☐ Other ☐

Cell number Work number

Alternative number Fax Number

Email address

SECTION C – BUSINESS DETAILS

Company Name

Company Registration Number (attach CIPC copy)

Trading permit or business license number (please attach copy)

Business Physical Address

Business Postal Address

Number of years in business

Does the business operate within KwaDukuza? Yes ☐ No ☐ Ward

Business Sector/s (please tick relevant)

1. Agriculture/Agri-business	<input type="checkbox"/>	5. Construction & Maintenance	<input type="checkbox"/>	9. Creative industries/Craft Business	<input type="checkbox"/>
2. Recycle and Re-use businesses	<input type="checkbox"/>	6. Upholstery & Leather industries.	<input type="checkbox"/>	10. Manufacturing	<input type="checkbox"/>
3. Tourism	<input type="checkbox"/>	7. Clothing and Textile	<input type="checkbox"/>	11. Food /Hospitality	<input type="checkbox"/>
4. Welding/steel works	<input type="checkbox"/>	8. Technology and Innovation	<input type="checkbox"/>	12. Logistics	<input type="checkbox"/>

Brief description of the core business activities:

Other members of the company (attach ID Copies)

NAME AND SURNAME	POSITION	I.D NUMBER	CONTACT

SECTION D – REQUIRED FUNDING INFORMATION

Please list the start up material/equipment to the value of R 50 000.00 (Quotation must be attached)

Estimated total cost of the material/equipment required

R

Other source of funding available/applied for less than 12 months

R.....

As a Ward Councillor I hereby confirm that the applicant/s is a resident or operates business in Ward

Physical address of the applicant

Postal Address

Signature of the Cllr

Councillor stamp

DOCUMENTS CHECKLIST

Certified copies of incorporation (CIPC) registration.

☐

Certified ID copies of shareholders, Directors, Executive/Trustees or members of the business.

☐

Certified valid SARS Tax clearance certificate/s.

☐

Motivational letter or Application Letter (Not more than three (3) pages).

☐

Three months Bank Statement of the business.

☐

Copy of the Lease Agreement/Title Deed, Permission To Occupy (PTO) and if it is the municipal land, a letter of consent issued by KwaDukuza Municipality (Property Management).

☐

Proof of municipal utility bills (electricity and water where applicable).

☐

Copy of the trading permit or license and business license (If it applicable).

☐

Attach a least two (2) Quotations as part of the submission which are not older than two (2) months.

☐

SECTION G – DECLARATION AND CONSENT

- The business entity and all individuals, directors, shareholders, members, trustees or partners and all parties represented in this application confirm and warrant that the information provided in respect of this application is true, accurate and complete.

- I/We also understand that any wilful misrepresentation of the information in this application form will disqualify my/our application and may lead to legal action against me/us including the laying of criminal charges against me/us as sureties as well as against the entity I/we represent for furnishing false statement or information to KwaDukuza Municipality.

- The applicant and all entities and or individuals represented in this application expressly agrees in supporting this application.

I/We hereby certify that the members of this company/cooperatives, are not family members or close relatives of KwaDukuza/Ilembe Councillors, municipal officials, Ward Committee members or Amakhosi.

I/we confirmed that in the past five years, I have not received any support from the following government programmes, i.e. KZN Youth Fund, KZN Operation Vula, KwaDukuza LED Start-Up Programme, Coca-Cola Biz-in-Box, DSBD Informal Traders and Micro Enterprises Development Programme, Agribusiness Development Agency Programmes or any government programme. It is the responsibility of the applicant/s to declare any other support received.

I/we hereby certify that as the director(s), member(s) of the applying entity, do not have any source of income beside this business.

I/we give a consent to the municipality as part of its evaluation to verify the information received from third parties and also to undertake site visit in the business premises to assess our application.

I/we hereby grant permission to the municipality to recall or repossess the equipment's supplied in case there are not use for the purposes applied or in case there is conflict amongst the members.

I/we hereby agree to enter into a memorandum of agreement with the municipality regarding this programme and any further support from the municipality and its partners.

Signature of applicant _____

Date

Signature of applicant _____

Note

Closing Date: 28 February 2023 before 12h00 no late submission will be accepted.

The applicant and all entities and or individuals represented in this application expressly agrees in supporting this application:

Name and Surname	Position	I.D Number	Contact Number

The business entity and all individuals, directors, shareholders, members, trustees or partners and all parties represented in this application confirm and warrant that the information provided in respect of this application is true, accurate and complete.

Signature of applicant _____

Date

Signature of applicant _____

Date