



Transport Education Training Authority

Driven by Vision

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TETA FUNDING APPLICATION FORM YEAR 2024/2025 Funding Window

SECTION A: APPLICANT DETAILS

Please tick below

TETA Register Large and Medium company	TETA registered small company	Non TETA registered company
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NB: SUBMIT ONE FORM FOR EACH APPLICATION

Name of Applicant (Entity)					
Type of Applicant (Mark with an X)	Private Provider	Public Provider	TVET	HET	NGO/NPO
	CB0	CO-OP	Other:		
Are you registered to pay Skills Development Levy (SDL)?					
SDL Number	L				
Which SETA are you registered with?					
Entity Registration Number					
Income Tax Number					
Tax Compliance Status Pin					
CSD Supplier Number					
BBBEE Level					
Entity Category					
Entity Size					
Applicant/Organisation Contact Person	Name				
	Surname				
	Designation				
	Telephone Number				
	Mobile Number				
	Email Address				

CONTROLLED DOCUMENT

-DO NOT MAKE UNAUTHORISED COPIES-

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Physical Address of Applicant				
	Municipality			
Province		Code		
Postal Address of Applicant (if not the same as above)				
	Municipality			
	Province		Code	

Name of Chamber (Please tick most applicable to your line of business/training requirements)	Aerospace	Forwarding & Clearing	Freight Handling	Maritime	Rail	Road Freight	Road Passenger	Taxi

SECTION B: PIVOTAL PROGRAMME IMPLEMENTATION PLAN

Did you submit a Pivotal Plan and Report for 2023/24 to TETA?												
Yes No												
Pivotal Programme Type	Complete a single cell, identifying project/ grant name and delivery approach											
LEARNERSHIP	APPRENTICESHIP	INTERNSHIP	SKILLS PROGRAMME		AET	CANDIDACY PROGRAMME		WORKPLACE EXPERIENCE (TVET & HEI)		BURSARY (EMPLOYED)	RPL	
Geographical location (Province) for project implementation		NATIONAL	EC	FS	GP	KZN	LP	MP	NC	NW	WC	
Geographical location (Municipality) for project implementation												
Name of Project												
NQF / Level of Project					Number of credits							
Number of learners			Employed (please tick)						Unemployed (please tick)			
Total Training Costs					Training Cost per learner (actual cost)							
Total Allowance Cost					Allowance Cost per Learner							
Total Project Cost					Total Cost Per learner							
Project Duration												
Training Provider												
Accreditation number of training provider												
Accreditation expiry date												
Current DG Projects												
Status on current DG projects												

AUTHORISED SIGNATORY

NAME :
SURNAME:
DESIGNATION
SIGNATURE
DATE:

SECTION C:**ATTACHMENTS**

1. **Provider proof of valid accreditation for project**
2. **Applicant company BBBEE Certificate**
3. **Applicant company registration documents (this applies to applicant's/ organisations whose documents are not captured on the TETA Skills or LMS system)**
4. **Project Implementation Plan**

SECTION D:**SELF ASSESSMENT CHECKLIST**

CHECKLIST BEFORE SENDING YOUR APPLICATION	YES	NO
Does the application meet the Discretionary Grant criteria as mentioned on the policy?		
Is the project applied for in the requested list of PIVOTAL Programmes?		
Have all relevant organisation parties been consulted and made aware of this application?		
Have all relevant organisational parties endorsed this application?		
As part of support, have I identified the relevant company support structures such as mentors for learners on Learnerships and Apprenticeships?		
Have I submitted the SARS Pin with expiry date/CSD Supplier number to assist with verification of tax affairs?		
Have I completed all required sections of the application form		
Has the applicable company representative signed-off the application form?		
Have I attached the certified proof of company registration? (Applicable to Non TETA levy payers)		
Have I attached the copies of Director (s) ID		
Have I attached the BBBEE certificate?		
Have I attached the signed Implementation plan		
Have I attached the proof of programme accreditation		
Is the Project aligned to TETA's Sectoral Priority Occupations and Interventions vacancies		
Have I submitted the PIVOTAL Plan & Report for 2023/24?		
In the case where a company does not belong to TETA - Have I attached the evidence that the PIVOTAL Plan & Report has been submitted and approved for 2023/24 by the relevant SETA?		
In case of learnerships, is the learnership qualification applied for registered with DHET?		
In case of occupational qualification, is the qualification applied for registered with QCTO?		
In the case of a workplace based programme – is the work site(s) approved If not, have you completed and attached the workplace approval form as well as the workplace commitment letter to host learners for the project		

TETA 2024/25 FUNDING WINDOW:

SUBMISSION DEADLINE 27 November 2023 @ 23H59

As per TETA Discretionary Grant policy: "TETA will ONLY notify **approved applicants** of the outcome of the application within 90 working days of the closing date of the grant window"