**Contracting Authority: GIZ**

**Access and Benefit Sharing (ABS) Compliant Biotrade  
in South(ern) Africa (ABioSA)**

**Innovation Fund**

Local subsidy/grant funding for export ready SMEs[[1]](#footnote-1) in the  
biotrade sector to support innovation and growth  
in coherence with other incentive schemes

**Calls for Grant/LS Applications**

**Deadline for submission 3rd March 2023**

Section 1

Invitation

The ABS Compliant Bio-trade in South(ern) Africa (ABioSA) project is funded by the Swiss State Secretariat for Economic Affairs (SECO) and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, under the umbrella of the Access and Benefit-Sharing (ABS) Capacity Development Initiative ([www.abs-initiative.info](http://www.abs-initiative.info)), a multi-donor funded programme. ABioSA is hosted within the GIZ Centre for Cooperation with the Private Sector (CCPS), which hosts four regional/global programmes that support sustainable development for employment, economic growth and natural resources.

ABioSA phase I has been implemented since February 2018 in close partnership with the Department of Forestry, Fisheries and the Environment (DFFE), which leads the South African government’s approach to biotrade and bioprospecting. This collaboration is guided by existing SA policy and legislation, such as the National Environmental Management: Biodiversity Act of 10/2004 (NEMBA); and the amended Bioprospecting Access and Benefit-Sharing (BABS) regulations which govern access to South Africa’s indigenous plants and ensure communities benefit from their use.

The biotrade/bioprospecting sector is also impacted by the policies and strategies of the Department of Science and Innovation (DSI), in particular its Bio-economy Strategy and its bill for the “Protection, Development and Management of Indigenous Knowledge Systems”. The Department of Trade, Industry and Competition (**the dtic**) has an impact on the biotrade/bioprospecting sector through its current Industrial Policy Action Plan. Together these government policies and strategies, establish a good policy platform for the development and growth of the biotrade/bioprospecting sector.

ABioSA phase II aims to support the development of a resilient economic, gender responsive, Access and Benefit Sharing (ABS) compliant **southern African biotrade sector** through a systemic competitiveness approach with all the relevant biotrade stakeholders/actors (micro, meso and macro level) to increase the market access for value-added natural ingredients and products where communities are included.

Phase II will support:

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| **Components** | **Outcomes** | **Outputs (summarised)** |
| **Component 1** Fostering southern African SME innovation and growth with technical and financial support (***micro-level***) | **Outcome 1**  SMEs use financial and/or technical assistance designed specifically for biotrade innovation, growth and market access opportunities whilst leveraging own and other resources/funding. | 1. Support the strengthening of the BioPANZA finance cluster to respond to SMME needs. 2. Financial support to ABS compliant/investment ready southern African SMEs. 3. Technical support to emerging southern African SMMEs. |
| **Component 2** Strengthening the sector through sector-level technical and financial assistance ***(meso-level)*** | **Outcome 2**  SMMEs use BSO/Meso level institutions (incl. private and public laboratories) assistance designed specifically to support the Value Chain(s) (VC) actors for the selected species. | 1. Support to organised sector/associations targeting non-tariff barriers. 2. Technical/financial support to Business Support Organisations (BSOs incl. laboratories, universities and other public implementing agencies and initiatives). 3. Technical assistance to selected Indigenous Peoples and Local Communities (IPLCs). |
| **Component 3** Developing and brokering of knowledge products, tools and processes as a vehicle for stakeholder engagement  (***micro-, meso- and macro-levels***) | **Outcome 3**  Improved dialogue and stakeholder engagement to support the biotrade sector development in South Africa and the (sub-)region. | 1. Develop tools, knowledge products and processes as vehicle for stakeholder engagement 2. Create relevant southern African biotrade sector platforms for stakeholder dialogue. 3. Uptake of ABioSA KPs/tools into their policies and practices. |

This call for proposals responds to ***Outcome 1.2 “Financial support to ABS compliant/investment ready southern African SMEs”.***

Background of Sector Development Plans – Meso level

In ABioSA phase I, six sector development plans were drafted through a process of intensive and participatory consultation from mid-2020 with all the relevant individuals and organisations who have an interest or involvement in the South(ern) African biotrade/bioprospecting sector and respective sub-sectors. The intention was to reach agreement about current trends and potential solutions moving the sector forward. The process was strong evidence-based, with a focus on the analysis of economic and technological trends in the industry both local, regional and abroad.

The dual aim of these plans was to

* Generate a short list of key strategic interventions,
* Establish a platform for future high-level engagements to address problems.

The role of the private sector and/or public sector entities was and remains to identify an authoritative framework tolead implementation, coordinate, monitor and evaluate progress against objectives and accountability across the spectrum of responsible stakeholders.

In phase II, the project sent calls for proposal to support the implementation of SDPs (or related plans) with the intention to focus mostly on the biotrade value chains/species linked to the successful SDPs listed below. This also impacts this call for export ready small, medium and micro-sized enterprises (SME) proposals within these value chains, as these value chains shall be prioritised.

In addition, ABioSA in partnership with government departments, and national and international partners, is planning to host an African biotrade festival in 2023. The primary purpose of the event is to create a platform that will spotlight “the new story of Africa” in the biotrade sector. The focus will be on the same biotrade value chains which will be supported through the SDPs (Buchu, Baobab, Honeybush, Marula and Sceletium tortuosum) but will also welcome communities, organisations and businesses that engage with other indigenous species and value chains. The event will celebrate a continuous process and effort from both value chain actors/SMEs and supporters/Business support organisations (BSOs) to increase confidence in southern African ingredients and products’ quality, consistency and traceability. Both local and international buyers will be invited to the event.

The intension is to provide the successful export ready SMEs with the opportunity to prepare their products/ingredients to present to existing and/or new customers and buyers during this event. It should be noted that additional support will be offered to these successful SMEs through the BSOs, with the support of the ABioSA sister project being the **Swiss Import Promotion Programme (SIPPO).** This support entails coaching of export-ready SMEs that are interested in exhibiting at the event through the SIPPO network of BSOs, with the aim of the BSOs assimilating the knowledge and skills for the implementation of future events. This will be done through the delivery of preparation workshops to SMEs by the BSOs.

 \*\*The SIPPO network of BSO’s in partnership with the dtic include: Wesgro, CECOSA, TIKZN and ECDC.

SME technical and financial support – Micro level

In phase I the ABioSA project already supported 17 SMMEs with financial support, there is an interest to open this call for export ready/exporting SMEs that have not yet received support for ABioSA but does not exclude well-constructed proposals indicating it will lead to results from SMEs that have been supported during the first phase.

ABioSA would like to assist SMEs to become more competitive by supporting them to access partial funding to overcome regulatory hurdles for exporting products, become investment ready, and access existing and/or new local and international markets. The project supports transformation and key government targets including job creation, empowerment of women and youth, and rural development within the Southern African region.

The current call for grant application is targeted at ***export ready*** ***SMEs in Southern Africa (70% South Africa, 30% other Southern African countries)*** who already have a market ready ingredient(s) and/or product(s) with already existing capacities and skills but have difficulty to access and/or grow their market or are having difficulty to grow their enterprises as they struggle to comply with national and international regulatory requirements and to improve the quality of their products/ingredients. These SMEs should either already be ABS compliant or on target to become ABS compliant within the project lifetime (i.e by July 2024). Some additional support could be provided through the SDP implementation activities with the ABS compliance. The round of calls is **NOT** open to business support organisations (BSOs) such as associations, councils, incubators and laboratories or government implementing agencies servicing ABS compliant SMEs.

**The awarded grants of the ABioSA Innovation Fund should result in grantees meeting these objectives, including growth in their turnover and an increase in sustainable practices.**

Grant applications should focus on market ready ingredient(s) and/or product(s) within the value chains already supported as part of the SDP implementation supported by the project or within indigenous value chains:

*Adansonia digitata* / baobab

*Agathosma betulina* / buchu

*Agathosma crenulata* / buchu

Cyclopia genestoides / honeybush

*Cyclopia intermedia* / honeybush

*Sclerocarya birrea/* marula

*Sceletium tortuosum*

**Note:** Purchasing of equipment will only be considered if Project Management considers that it could not be funded by other institutions or that its co-funding is required to result in the release/approval of funding from other institutions.

Confidentiality

**SMEs must clearly mark which information should be treated as confidential.** In connection with information provided in the application, the applicant may make available to GIZ certain confidential and sensitive information for the purpose of the grant application. “Confidential Information” means any data or information, disclosed from the applicant to GIZ, marked with the word “Confidential” at the time of submission of the application. GIZ undertakes to use Confidential Information exclusively for the selection process of the Grant unless otherwise expressly agreed to in writing by the Disclosing Party. The selection process encompasses the shortlisted candidates‘ information being distributed to the Investment Committee’s members who are responsible to ensure that the agreed principles and objectives of the facility are being complied with and that the selection criteria and scoring of applicants were carried out objectively. The Investment Committee members will all have signed NDAs in place with the GIZ, to not disclose Confidential Information to other parties.

However, Confidential Information may be disclosed without any limitation to German government authorities. It may also be disclosed to a limited number of directors, officers, employees of GIZ or of its Affiliates who need to know such information in order to conduct the selection process. Furthermore, where GIZ is obligated to make statements in response to enquiries from government bodies or private individuals or entities pursuant to mandatory federal or state laws intending to create maximum transparency regarding official information, Confidential Information may be disclosed.

In the event GIZ is requested to disclose Confidential Information under the circumstances set out above, GIZ will provide the applicant with prompt notice of such request or requirement in order to enable the applicant to mark in writing in the Confidential Information such aspects that have to be classified as business and trade secrets as well as intellectual property. If the applicant elects not to answer GIZ’s request to mark such aspects in writing within 10 business days after receiving the request, GIZ will furnish that portion of the Confidential Information as it deems to be legally compelled to disclose; disclosure of such Confidential Information may be made without liability.

Submission requirements

**Only complete applications meeting the application criteria will be considered!   
Electronically completed applications are preferred for legibility reasons.**

Due to the call being regional; application forms, including all the required documents, must be submitted via email to [[**ZA\_Quotation@giz.de**](mailto:ZA_Quotation@giz.de)](mailto:ZA_Quotation@giz.de) **by 3rd March 2023,** **quoting reference no 83429927 in the subject line** when submitting your application. Late submissions will not be accepted. Non inclusion of the above reference number may exclude your application from consideration.

**Application Submission format:**

**Please submit your application in PDF format only**

**Please do not submit your application in We-transfer and Drop-box.**

A voluntary virtual MS teams briefing session will be held on 31 January 2023 at 15:00-16.30 and is recommended to be attended by all prospective bidders. This will allow applicants sufficient time to engage with the application process, by which time they will be able to raise any key questions and concerns they have encountered and the GIZ team to support where needed. Please RSVP to Serole Mketsu @ [serole.sehona@giz.de](mailto:serole.sehona@giz.de) by 27 January 2023 confirming your attendance and to receive further details of the session.

**Applicants must:**

* Be working with the above specified indigenous plants of Southern Africa;
* Be on either already ABS legal compliant or on target to become ABS legal compliant by the end of the project lifetime (July 2024);
* Be exporting or be in a position where the grant funding will result in them becoming export compliant no later than July 2024;
* Be a citizen of/resident/registered entity in a Southern African country;
* Include a copy of the ID(s) of the business owner and/or partners;
* Be solvent, have been operating for more than two years and have complete annual financial statements for the previous two financial years (**to be included in the application**);
* Provide financial statements of a minimum anticipated turnover of between ZAR 1 million and ZAR 100 million during the last full calendar year before the application process (2022 – or whichever is the latest);
* Be in compliance with statutory and administrative requirements in the relevant country, including a valid tax clearance certificate or, if expired, expiry must not be older than 6 months and proof must be submitted that a new tax certificate was applied for;
* Must have administrative systems in place that support good governance (i.e. legal transactions which are declared in its financials and to its national revenue services, systems, even if manual, that capture all transactions accurately to trace the history, capturing of information in a format that it could provide strategic information to the management, management meetings that are minuted to capture decisions, etc.) and able to support robust monitoring and evaluation;
* Match the grant funding with substantial own funding (min. of 10%, excl. in-kind) and/or with substantial third-party co-funding (this could be a grant/sponsorship/repayable grant/soft loan from another incentive scheme or a loan). The total match-funding (own cash contribution + in-kind + third-party co-funding) of 50% would be required. In the absence of third-party co-funding, the own funding (excluding in-kind) should be a minimum of 20% (not 10%) and own funding + in-kind must be 50%”For more information on what would be considered as in-kind, see the end of the document, page 7;

For example: a SME is able to raise R300 000 (mix of own funding including cash and in-kind as well as third-party co-funding), the fund will match that with **up to** R300 000 (50%) bringing the project cost to R600 000.

**NOTE**: The ability to co-fund this application and commitment to transformation will be an advantage. Applications must demonstrate a clear development outcome and be both environmentally and socially compatible. Applicants will be required to demonstrate how their proposals to invest the funds from the facility are synergistic with their use of other incentive schemes – and potentially, how these funds constitute co-funding to the ABioSA Innovation Fund resources. In return, where these incentives require co-funding, applicants could use the grants of the ABioSA Innovation Fund to match these obligations. Additionally, applicants will also be required to demonstrate how they have committed their own resources towards achieving the objectives of other proposals and thereby demonstrate financial, technical and human resources engagement. Implementation, and disbursements, must take place within a year from signing the agreement.

The average grant size for SMEs will be between ZAR 300,000 – 500 000 (dependant on the strength of the proposal, the proposed project cost and match funding available) In exceptional cases and only for highly innovative, high-impact projects grants up to ZAR 650,000 will be considered.

**Exclusionary Criteria:**

Applications will **NOT** be considered if:

* Applications are incomplete.
* Applicants are not compliant with the criteria.
* Grant applications exceed the maximum grant size.
* They do not provide results, such as job creation and real turnover growth, within the short terms (within 6-12 months of grant payment to the applicant).
* They relate to new medicines, treatments or cures for diseases which would require drug authority approval (as these have huge regulatory barriers to overcome and would not deliver results within the short term).
* Applicants’ entities are not registered with the relevant authorities, such as the CIPC (proof of registration must be provided with the application).
* Submitted after the closing date for applications: **Frida 3rd March, 2023.**

**Examples of the types of activities/projects the facility could support, but not limited to, include:**

* Studies exploring the biological activity of a biotrade product (or a group of products) to add value to the marketing proposition of a selected value chain and bring effect to a TK (traditional knowledge associated with the utilisation of genetic resources).
* Studies to understand national and regional variation in key phytochemical compounds in selected biotrade ingredients in a way that supports SMEs to define their product specifications, and to innovate in product development.
* Development and commercialisation of more competitive processing technologies for key biotrade ingredients, and supporting SMEs to adopt the technologies, including IPR such as trademarks and patents, setting up and implementing the required operating procedures, and establish the required product documentation.
* Identifying and solving key quality control and assurance issues for actors along selected value chains, and supporting the implementation of higher quality practices and traceability (could comprise organic and/or HACCP and/or GMP certification; other certification to access certain markets, e.g. Halaal/Kosher certification; implementation of a Quality Management System (QMS) to comply with GMP certification.
* Laboratory tests to do claim tests, sample testing, obtain quality data sheets of raw materials and finished goods, safety and efficacy data, etc.
* Aspects to reduce business risk and to facilitate access to finance, such as registration of IP; improvement of cybersecurity; establishment/improvement of Business Intelligence system; development of a business plan.
* Preparation of marketing and promotional materials to support market development, industry awareness and consumer uptake, including market differentiation through promotion of industry best practices such as UNCTAD’s BioTrade Principles or UEBT Ethical BioTrade Standards.
* Support to the launch of products to new markets and territories including product testing, packaging and labelling requirements, Product Information Files (PIFs) and customer/agent/distributor identification and acquisition;
* Support to attend international trade fairs; and
* Equipment (in exceptional cases, please motivate why not funded by other financial institutions).

Reporting requirements

ABioSA has contracted M&E experts that will be responsible to conduct baseline, mid-term and close-out assessments on all its funded initiatives. Successful applicants’ data will therefore be verified against supportable documentation and will be expected to report on any jobs created, increase in turnover, new products developed, new markets accessed, hectares cultivated etc. because of the grant funding. Evidence of all these aspects will be required, the format of which will be established during contracting.

Selection process

Applicants will be selected through a 3-stage process

**If you do not receive further correspondence in this regard from us by 28.04.2023 please consider your application as unsuccessful.**

**Stage 1:** The ABioSA Project Management will conduct an assessment against a scorecard, additional telephone interviews may be required for verification. Shortlisted applicants will be required to deliver ***a 10-minute virtual MS-teams pitch of the project for which they require grant funding in the week of 13 – 17 March 2023***. Representatives of the successful associations and/or organised sector groups implementing the SDPs may observe these pitching sessions.

**Stage 2:** The applications with the assessment and recommendation will be presented by the Project Management to the ABioSA Investment Committee who will ensure that the agreed principles and objectives of the facility are being complied with, that the selection criteria and scoring of applicants were carried out objectively, and that the allocation of grants properly furthers the objectives of the project. **The Investment Committee will recommend the most viable short list of candidates to GIZ end March 2023.**

**Stage 3:** The short list of candidates will be submitted to legal consultants who will be conducting a legal eligibility of the entity for entering into a grant agreement. Only upon the successful completion of this check will successful applicants be informed in writing by the Project Management and enter into local subsidy contracts ***starting in May 2023***. The contract will stipulate milestones for payments and required reporting. Once the local subsidy contracts have been signed by both parties, disbursements of funds will commence against the agreed project milestones.

**Completion of application forms:**

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| **Definition of in-kind** | | |
| **Sub-category** | **Description** | **Calculation guidance** |
| Staff time | Time dedicated towards the partnership (scoping, development and implementation) including: technical staff, management staff, administrative staff, communications staff within the organization for the partnership | Cost of the employee per day or hour worked for the project  **Days/hours worked for the project:**  **Costs:** |
| Office and communication costs | Cost of office space and communications dedicated to the project | Cost of office, phone, office materials (paper, etc.) and computer for each individual involved in project  **Costs:** |
| Equipment or services | Cost of equipment (e.g. donated laptops, or training equipment) or in-house services contributed to the partnership | **Cost of equipment** depreciated value (Price ÷ years of use x years of partnership)**:**  **Estimated equivalent cost of services (if done commercially)** |

***\*Please use information in the above “Definition of in-kind” table to calculate your in-kind contribution in detail as part of the table in section 4: Funding required of the application form. Indicating how the staff time, office and communication costs & equipment or services have been calculated***

Section 2

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| Application No |  |
| (for official use only) | |

Please complete the shaded fields of the application form electronically to the best of your ability taking the criteria above into account

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| 1. **Details of the company** | | |
| **SMME/Cooperative** | | |
| Type of institution | Cooperative |  |
| Trust |  |
| Sole proprietorship |  |
| Partnership |  |
| Private company (Pty) Ltd |  |
| Other |  |
| Company/entity name |  | |
| Company/entity registration no. |  | |
| Year established |  | |
| No. of years operational |  | |
| Location of (head) office:  Town, Province & Country |  | |
| Other provinces and countries where you have offices if relevant |  | |
| Region from where plant material/ingredient used is sourced |  | |
| Entity’s BEE status (please attach certificate)  for **South African entities only** | Level: | |
| Physical address of business |  | |
| Postal address of business (if different) |  | |
| Website address (if you have one) |  | |

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| **Any change in the addresses, phone numbers or email must be notified in writing to the Contracting Authority. The Contracting Authority will not be held responsible in the event that it cannot contact the applicant.** |

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| Shareholder/Owner/Partner/Board members in case of NGO (name and surname) | Shareholder/ Partner ID or Passport no | Country of residence | Citizenship (country) | % share-holding | Gender M / F | Demographic (black[[2]](#footnote-2)/ white) | Age |
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* If a cooperative, please provide a copy of the list of members (with their BEE status) and your constitution.

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| **Contact person information** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please select the appropriate | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Male |  | Female | | |  | | Mr | |  | | Mrs |  | | | | Ms |  | | | Dr |  | | Age | | | |  |
| Name and surname | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
| Landline no. | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
| Cell no. | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
| Email address: | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
| **Any change in the contact person information must be notified in writing to the Contracting Authority. The Contracting Authority will not be held responsible in the event that it cannot contact the applicant.** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Operational indicators** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tell us about **your business/organisation**, including your vision, mission, objectives and growth strategy  (no more than 250 words): | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Turnover of your **business/organisation** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please state in local currency you use | | | | | | | | 2019/20 | | | | | 2020/21 | | | | | 2021/22 | | | | | | 2021/22 | | | |
| Financial year (actuals) | | | | | Financial year (actuals) | | | | | Financial year (actuals) | | | | | | Financial year (anticipated) | | | |
| Total turnover | | | | | | | |  | | | | |  | | | | |  | | | | | |  | | | |
| Turnover local sales | | | | | | | |  | | | | |  | | | | |  | | | | | |  | | | |
| Turnover exports | | | | | | | |  | | | | |  | | | | |  | | | | | |  | | | |
| Please state in local currency you use | | | | | | | | 2023/24 | | | | | | | | | | 2024/25 | | | | | | | | | |
| Targeted turnover | | | | | | | | | | Targeted turnover | | | | | | | | | |
| Total turnover | | | | | | | |  | | | | | | | | | |  | | | | | | | | | |
| Turnover local sales | | | | | | | |  | | | | | | | | | |  | | | | | | | | | |
| Turnover exports | | | | | | | |  | | | | | | | | | |  | | | | | | | | | |
| How do you intend to reach the 2023/24 – 2024/25 targets? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Would it be possible to achieve the targeted growth without the grant? If not, explain why. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 1. **Details about the project** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tell us about **the project** that you require the grant funding for: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| How much grant funding are you applying for? Please use local currency as currency. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please do not exceed the max grant size as indicated in the criteria, as this will result in immediate disqualification. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Please indicate your financial year: | | | | | | | | | | | | | |  | | | | | | | | | | | | | |
| **3. Baseline values (prior to intervention to be verified if you are selected) and projections** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Describe the **impact** that you foresee the project will have on your business | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (Please indicate **N/A** where relevant) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Anticipated export turnover as a result of the project | | | | | | | | | | | | | | | Anticipated local turnover as a result of the project | | | | | | | | | | | | |
| (please indicate which local currency used) | | | | | | | | | | | | | | |
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| Actual Jobs and job created as a result of the project | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Indicate total no. and thereafter distinguish between permanent, seasonal and indirect/harvester jobs | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Permanent** | | | | | | | | | | | | | | | **Seasonal** | | | | | | | | | | | | |
| 2021/22 | | | | | | 2022/23 | | | | | | | | | 2021/22 | | | | | | | 2022/23 | | | | | |
| Financial year (actual) | | | | | | Financial year (actual/anticipated) | | | | | | | | | Financial year (actual) | | | | | | | Financial year (actual/anticipated) | | | | | |
| Total no. of jobs | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| No. of woman as part of the above total | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| No. of BEE jobs as part of the above total | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| No of youth as part of the above total (below 35 years of age) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | |
| 2023/24 | | | | | | 2024/25 | | | | | | | | | 2023/24 | | | | | | | 2024/25 | | | | | |
| Financial year (anticipated) | | | | | | Financial year (anticipated) | | | | | | | | | Financial year (anticipated) | | | | | | | Financial year (anticipated) | | | | | |
| Total no. of jobs | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | |
| No of woman as part of the above total | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | |
| No. of BEE jobs as part of the above total | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | |
| No of youth as part of the above total (below 35 years of age) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | |
| Any additional comments on permanent/seasonal jobs created | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Harvesters | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| If a SME purchasing from harvesters/communities  If a cooperative or a community trust, please complete below if people from the community and/or external people are employed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2021/22 | | | | | | | | | | | | | | | 2022/23 | | | | | | | | | | | | |
| Financial year (actual) | | | | | | | | | | | | | | | Financial year (anticipated) | | | | | | | | | | | | |
| No. of harvesters | | | | Volume purchased | | | | | | Amount pd | | | | | No. of harvesters | | | | Volume purchased | | | | | | Amount pd | | |
|  | | | |  | | | | | |  | | | | |  | | | |  | | | | | |  | | |
| 2023/24 | | | | | | | | | | | | | | | 2024/25 | | | | | | | | | | | | |
| Financial year (anticipated) | | | | | | | | | | | | | | | Financial year (anticipated) | | | | | | | | | | | | |
| No. of harvesters | | | | Volume purchased | | | | | | Amount pd | | | | | No. of harvesters | | | | Volume purchased | | | | | | Amount pd | | |
|  | | | |  | | | | | |  | | | | |  | | | |  | | | | | |  | | |
| Please explain how you benefit the distribution model (to be completed by SMEs only) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hectares cultivated of project species (if applicable) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2021/22 | | | | | | | | | | | | | | | 2022/23 | | | | | | | | | | | | |
| Financial year (actual) | | | | | | | | | | | | | | | Financial year (actual/anticipated) | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| 2023/24 | | | | | | | | | | | | | | | 2024/25 | | | | | | | | | | | | |
| Financial year (anticipated) | | | | | | | | | | | | | | | Financial year (anticipated) | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| Please complete below. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| If you do not know, please state that you do not know | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Products | | | | | | | | | | | | | | | 2021/22 | | | | | | | 2022/23 | | | | | |
| Financial year (actual) | | | | | | | Financial year (anticipated) | | | | | |
| How many types of products did you sell? | | | | | | | | | | | | | | |  | | | | | | |  | | | | | |
| Of these, how many types in the local market? | | | | | | | | | | | | | | |  | | | | | | |  | | | | | |
| How many types in the export market? | | | | | | | | | | | | | | |  | | | | | | |  | | | | | |
| How many product units did you sell? | | | | | | | | | | | | | | |  | | | | | | |  | | | | | |
| Of these, how many did you sell in the local market? | | | | | | | | | | | | | | |  | | | | | | |  | | | | | |
| Of these, how many did you sell in the export market? | | | | | | | | | | | | | | |  | | | | | | |  | | | | | |
| Anticipated nr of products to introduce by | | | | | | | | | | | | | | | 2023/24 | | | | | | | 2024/25 | | | | | |
| In the local market | | | | | | | | | | | | | | |  | | | | | | |  | | | | | |
| In the export market | | | | | | | | | | | | | | |  | | | | | | |  | | | | | |
| Environmental impact as a result of the project | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (including conservation and sustainability as a result of the project) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Social impact as a result of the project | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (including consumer centred on your ABS compliant natural products e.g. on social media platforms) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Impact on your supplier(s) and contractors as a result of the project | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Impact on the industry as a result of the project | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Any other impact as a result of the project | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (for example: how many new products in which markets, how many products compliant to enter export markets, increased profitability due to improved technology (quantify), etc.) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Motivate why we should provide grant funding for the project | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please indicate whether you would be able to still do the project without the grant and if so, to the same extent (same coverage/scope) or a downscaled version of the project? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Motivate why you would be a successful implementer of your project. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please mention past successes and expertise e.g. if you want to cultivate some plants, what projects did you do in the past that demonstrate your expertise to be able to do this successfully, etc. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **Funding required (in local currency) for which purpose?** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please provide a detailed description and refer to the application criteria to see what could be funded (add additional rows if required). Please complete the attached spreadsheet in support of this section | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Purpose | | | Full cost of your project | | | | | | | Grant amount | | | | | Contributions | | | | Own cash contribution | | | | | | | Own in-kind contribution | |
| What will the funding be used for? item per item | | | Excl. own in-kind contribution | | | | | | | Required from this programme | | | | | From any other funder/institution/ government etc. Please indicate in brackets who this would be | | | |  | | | | | | |  | |
|  | | |  | | | | | | |  | | | | |  | | | |  | | | | | | |  | |
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|  | | |  | | | | | | |  | | | | |  | | | |  | | | | | | |  | |
| List all programmes that you have already received assistance from before, e.g. CECOSA, CBI export programme, BioFISA, CSIR BIDC, IDC, PhytoTrade Africa, Innovation Hub, SAEOPA, SEOBI, SAOSO, the dtic, SEDA, TIA, etc. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| This assistance could have been financial, training, market linkages, technical assistance, mentoring, etc. Please detail the assistance that you have received, including funding amounts and when. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **Market information** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| What are the main growth impediments for your business/organisation? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| What is your company’s/organisation’s unique selling point or competitive advantage? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| What technical hurdle do you experience in your process? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Are you a member of any association, network or export council such as: SAEOPA and the Marula Chamber under SAEOPA, African Baobab Alliance, Buchu Association, SA Honeybush Tea Association, CECOSA, Natural Product Association Botswana, Namibian Network of Cosmetics, etc.? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Are you aware of the industry SDP implementation initiatives? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| If yes, please indicate if you are participating in any of the SDP’s mentioned on page 4, and what your involvement was/is. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **Legal and ethical considerations** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please complete the table on the next page for the plants, or plants from which the natural ingredients derive from, that you are working with. Permits refer to permits you have from your country’s ABS competent National Authority and Permit Issuing Authority. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Please bold those related to your grant application.**  In cases where you have more than one permit, e.g. a provincial and a national permit, for the same species, please repeat the species in order to reflect the status of each permit (as only one permit could be reflected per row). So you need to show all the species’ information in the one row with information of the first permit, say a national permit, then in the next row you need to repeat the name of the species and then all the information related to the second permit, say a provincial permit, continuing the process until all the permits are reflected for that species | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Plant Species | Volume of plant material harvested/collected/processed 2018/19 (quantity in kg, wet/dry?) | Monetary value of plants harvested/collected/processed 2018/19 (specify currency) | Volume anticipated to harvest/collect/process by 2021/22 (quantity in kg, wet/dry?) | Benefit Sharing agree-ment approved | In process of negotiating Benefit Sharing agreement | Permit issued: Yes/No (Y/N), National/Provincial (N/P) | Name of Permit) | Date permit issued | Date permit expires | Permit application submitted, awaiting approval: Yes/No (Y/N), National/Provincial (N/P) |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |
|  |  |  |  | Yes / No | Yes / No | Y/ N, N/P |  |  |  | Y/ N, N/P |

**Checklist of required supporting documents:**

* Copy of the ID(s) of the business owner and/or partners (If a cooperative, a copy of the list of members (with their BEE status) and your constitution;
* Proof of company physical address;
* A copy of the business’ lease contract (if applicable);
* BEE certificate (SA SMEs only) if available;
* 2 years’ financial statements;
* Valid tax clearance certificate or, if expired, expiry must not be older than 6 months and proof must be submitted that a new tax certificate was applied for;
* Copy of company registration certificate;
* List of existing employees (permanent, seasonal and wild harvesters if possible) - indicating key personnel responsible for the product/process in your company;
* Complete the attached spreadsheet indicating the cash, in-kind and grant contributions, be as specific as possible;
* Copy of relevant quotations of proposed equipment and/or other services that may form part of the application.

I, the undersigned, hereby consent that our records might be checked with any credit reference agency and that fraud prevention checks might be carried out.

I, the undersigned, hereby declare all the information given above and submitted are complete and correct.

I hereby warrants that I am duly authorised and have the legal capacity to sign this application for grant funding on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (the entity).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed by:

For:

Date:

1. SMEs as used in this document comprise SMMEs and cooperatives [↑](#footnote-ref-1)
2. Black people as defined in Act No. 46 of 2013 of South Africa. [↑](#footnote-ref-2)