



The Chairperson

Fax No/ E-mail: _____

Dear Sir/ Madam

ANNUAL TRANSFER FUNDING APPLICATION 2020/2021

1. The Chief Directorate herewith makes available the annual federation funding application forms for the financial year 2020/2021.
2. **Please note:** To qualify for funding you need to comply with the following and all the relevant documentation needs to accompany your application.

- Affiliation **letter of good standing** from your District Sport Council;
- Signed and adopted constitution with the **arbitration clause** inserted;
- Latest signed audited financials (Signed by the auditor, chairperson and treasurer);
- Ensure you are compliant within your geo political boundaries;
- Signed banking details form (EFT);
- Copy of your latest signed AGM minutes.

3. The application consists of the following sections:

- **Section A:** Federation profile
- **Section B:** Funding application forms
 - Form 1: Administration Grant
 - Form 2: Development and Equipment
 - Form 3: Transformation
 - Form 4: Capacity Building
 - Form 5: Travel to International Events
 - Form 6: Major Events [Complete only if hosting a Major Event during 2020 to 2021
(1 April 2020 until 31 March 2021)]
 - Form C: Hosting of Major Events
- **Federation Audit**
- Please tick the following boxes to ensure all your documents have been submitted:

- Narrative and Financial Report of how DCAS funds were disbursed
(If funds were received in 2019/2020)
- Copy of latest Signed AGM minutes
- Signed Financial Report or Audited Financial Statement
(It must reflect DCAS allocation and disbursement)
- Confirmation letter if funds were received outside of the
financial reporting period
- Signed and dated Constitution (if amended at last AGM)
- Bank stamped EFT fully completed
- Annexure 1: Federation Audit
- Annexure 2: DCAS funding receipt schedule
- Event Report

4. Sources of funding available in the DCAS Directorate Sport Promotion are:

4.1 Development and Equipment Funding

These are funds aimed at contributing to the growth and development of sport. The funds may be utilised for administration and specific projects that promote development initiatives within the federation and travel assistance to national championships if it is taking place outside of the province.

4.2 Ad-Hoc funding

Funding for individuals who were selected to represent the national team (Protea Colours) competing in a SASCOC endorsed and recognized sport event at international level.

Ad-hoc applications must be submitted with the necessary documentation a minimum of 30 days before departure. The report of this event together with photos must be forwarded to the Department within 30 days after the event.

4.3 Major Event Funding

Major event funding is to assist federations in hosting events of a provincial, national and international stature. Inter-provincial tournaments may be considered if more than 5 provinces compete. The report on this event together with photos must be forwarded to the Department within 30 days after the event.

4.4 Transformation Funding

Funding initiatives/projects with the aim of increasing participation, ensuring equitable access for groups such as historically disadvantaged individuals, persons with a disability, youth, women, farm workers and marginalized groups.

5. Please be advised that the department will engage in a process of the district Sport Federation engagements where the said application will be discussed. It is expected that no less than 3 executive members, which shall include the Chairperson, Secretary and Treasurer, from the federation shall attend the federation engagements during February and March 2020:

ACTION	TIME FRAME
Application closing date	30 September 2019
Consolidation of applications	30 October 2019
Federation engagements (Tri-laterals)	1-17 February 2020
Adjudication Process	End of February 2020
Transfer funding handover ceremony	April – May 2020

6. Compulsory Briefing Sessions:

Briefing sessions on the completion of the Application Form will be held as follows:

Date	Time	Venue
30 July 2019	16:00 – 18:00	Beaufort West
31 July 2019	16:00 – 18:00	Garden Route/Eden
6 August 2019	18:00 – 20:00	Overberg
8 August 2019	18:00 – 20:00	Cape Winelands
13 August 2019	18:00 – 20:00	Cape town
15 August 2019	17:00 – 19:00	West Coast

7. The application forms are available electronically (E-mail and at www.westerncape.gov.za/cas) and hard copies from the relevant regional office and regional sport council or from Crystal Pather.

8. All applications shall be addressed for the attention

Crystal Pather

Crystal.Pather@westerncape.gov.za

Protea Assurance Building

Greenmarket Square

Cape Town 8000

Contact Details:

Tel: 021 483 9865

9. NO LATE APPLICATIONS WILL BE CONSIDERED.

Should you need further information do not hesitate to contact one of the following officials:

Head Office:

Crystal Pather	021 483 9865
Alison Leo	021 483 9538
Jacqueline Fritz	021 483 9832

District Offices:

Metropole: Celeste Kamalie 021 447 5582

Garden Route/Eden and Central Karoo: Lunga Ngalo 044 272 6165

West Coast: Marencia Goliath 022 713 2727

Cape Winelands and Overberg: Andre Enslin 021 872 1337

District Sport Councils:

Cape Town: Elton Davids 082 468 0081 / elton@allmysports-sa.co.za

Overberg: Rudolph Johannes 082 862 6213 / diswec@telkomsa.net

West Coast: Gerald Don 079 270 3071 / gfadon@telkomsa.net

Central Karoo: David Maans 082 869 1708 / david@skdm.co.za

Cape Winelands: Lorenzo Arendse 072 691 3967 / Lorenzo.Arendse@actom.co.za

Garden Route/Eden: Desmond Speelman: 083 521 2821 / desmondspeelman@gmail.com

Kind regards

Thabo Tutu

DIRECTOR: SPORT PROMOTION