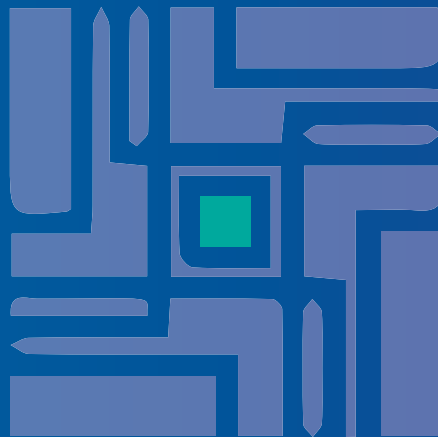




EASTERN CAPE
DEVELOPMENT
CORPORATION



ECONOMIC DEVELOPMENT FUND

APPLICATION FORM

The core mandate of The Fund is to position the province as a competitive investment destination. The aim is to invest in initiatives, programmes, projects and ventures that are developmental and commercially sound; stimulate economic growth and equitable development; supporting entrepreneurship, and to create sustainable employment opportunities.

The fund will discharge its mandate through specific fund products, designed to respond to identified developmental and commercial objectives. These constituent instruments (sub-funds) shall have sub mandates that respond to the unique needs of targeted beneficiaries or industries.

GUIDELINES FOR COMPLETING:

1. This form must be completed in full where applicable (which includes all supporting documentation and Excel spreadsheets).
2. Where further elaboration or evidence is required, attach as an annexure.

SECTION A:

1. EDF Fund Product relevant to Application (**mark with an X**):

Fund Product	(X)	Fund Product	(X)
Industrialisation, Job Creation and Economic Enablers Fund		Climate Change and Adaptation Fund	
Entrepreneurship Development and Support Fund		Alternative and Renewable Energy Initiatives Fund	
Business Finance and Economic Transformation Fund		Film Industry Development Fund	
Automotive Supplier Development and Support Fund		Oceans Economy Development Fund	
Digital Economy Development and Innovation Fund		Tourism Sector Support and Development Fund	

2. Application details

Criteria	Response		
2.1. Name of Applicant [ECDC Business Unit/External Institution]			
2.2. Indicate the purpose that this funding will be used for.			
2.3. List the end beneficiaries of this funding application.			
2.4. The following information is required for external applicants:			
i) Public Entity Institution Name			
ii. Shareholder Department			
iii. Financial Year End Date			
2.5. Do you have a minimum of 5 years in the area relating to the funding proposal?	YES	NO	
2.6. Will the applicant be co-funding the application?	YES	NO	
2.7. Where applicable, do you have a current valid licence relating to the activities for which funding is applied for?	N/A	YES	NO
2.8. If answered "Yes" in the previous question (5), indicate the relevant licence and regulatory authority [Attach a certified copy of the Licence]			
2.9. Provide audited financials for the past 2 years [please attach]			
2.10. Provide management accounts for the year- to-date. [please attach]			
2.11. What is the requested funding amount?			
2.12. Is the requested funding amount by the applicant a repayable loan, or non-repayable project finance?			
2.13. Has the Board (or similar authority) approved the submission of this funding application to the EDF (mark with X)? [Attach resolution]	YES	NO	

3. Risks and Mitigants

Provide information on the identified risks and their mitigants relating to the successful implementation/ execution of the initiative for which funding is applied for that would prevent your proposal from not achieving it's intended outcome.

Please use the format below:

Risk Category	Risks	Risk Mitigation Measures
1. Operational		
2. Strategic		
3. Financial and/or funding-related risks		
4. Stakeholder-related risk		
5. Institutional Risk (applicant-related)		
6. Business Continuity Risk		
7. Other significant risks		

NOTE: Applicants may also elect to attach a risk register with all identified risks (as listed above) related to the project or initiative that is seeking funding.

4. Eligibility and Terms of Funding

Mark the relevant eligibility criteria of the final/end beneficiaries - along with the terms of the funding/incentive/equity/loan financing to be provided - in the table below:

Criterion	(X)
4.1. The project/initiative is commercially sound (with economic and financial feasibility confirmed) with private sector participation (confirmed by the time of funding).	
4.2. The project/initiative enables resource mobilisation and leverage - commitment is independently confirmed.	
4.3. The project/initiative is private sector led and/or initiated programmes and projects shall access the fund through motivations screened and submitted by eligible applicants.	
4.4. The project/initiative relates to developmental funding for a provincial economic development priority that stands to unlock quantifiable economic benefits including trade and investment facilitation, MSME support and/or job creation.	
4.5. The project/initiative relates to repayable funding required for the provision of access to finance by Eastern Cape businesses.	

5. Applicant Institution Governance and Oversight

5.1. Please provide the organogram or governance structure of the project/initiative.

5.2. Provide per the table below details on the delegation of decision making through governance bodies:

5.2.1. Does the applicant have a board of directors or equivalent?	YES	NO
5.2.2. Total number of filled executive (or equivalent) roles against total number of executive (or equivalent) roles	Total number of executive (or equivalent) roles	Total number of filled executive (or equivalent) roles
5.2.3. Has the project/initiative for which funding is applied for been approved by the designated committee?	YES	NO
5.2.4. Indicate responsible executive manager for the oversight of the project/initiative		
5.2.5. Contact details of responsible executive manager:		
Email		
Cell/Tel:		

6. Project/Initiative-related Business Support and Training Offered

Describe what pre and post investment non-financial business support and training will be provided to end beneficiaries and the cost thereof (if any) of such services.

[To be attached]

7. Project/Initiative-related Monitoring

Provide details of your monitoring, reporting systems and practices relating to the project/initiative for which funding is being applied for.

[To be attached]

SECTION B (For Loan funding-related applications ONLY)

1. On current funds and previous funds or credit lines you manage, provide performance data to show capability:

Financial Performance Data		
Impairment ratios		
Write-offs		
Value of disbursements		
Development Performance Data		
Number of jobs created		
Value of the disbursement to MSMEs:	Black-owned	
	Women-owned	
	Youth-owned	
Exposure in Rand terms to Rural and Township based/linked entities.		

2. Attach a list or document containing the terms of the loans provided inclusive of minimum and maximum loan size, tenure, maximum price, interest rate offered, along with other pertinent information.

[To be attached]

3. Describe your approval process to be followed to approve loans to end beneficiaries. Please attach a document containing your approval process.

[To be attached]

4. Provide details and attach copies of your Collection, Risk and Credit Policies

[To be attached]

5. Provide policies and procedures that detail your processes in place for loans repayments and detailed procedure followed for defaulting clients.

[To be attached]

6. Provide the Proposal's Financial Projections and Repayment Schedule (where relevant)

[To be attached]

7. Provide a detailed cashflow projection for at least 5 years, with detailed assumptions inclusive of your repayment schedule and interest to the ECDC [done in Excel]
i) The first year to be done monthly, and yearly thereafter.
ii) The attached document should be in a usable format, i.e., an excel spreadsheet.

[To be attached]

.....

Signature
Designated Intermediary

.....

Witness

.....

Date

.....

Signature
Designated Authority (End User/Beneficiary)

.....

Witness

.....

Date

SECTION C

1. Required Documentation Checklist:

Document	(X)
Company reigstration documentation	
Tax compliance Certificate (where applicable)	
Business plan	
Relevant market intelligence on the market in question	
Proof of commercial viability	
BBBEE certificate/affidavit (exempted micro enterprise)	
For Loan Applications Only:	
Collection policy, risk policy, credit policy	
Additional loan funding documentation	
Performance data (financial and development)	
A document containing the terms of the loans provided	
A document containing your approval process	
Policies and procedures that cover loan repayments and defaulting clients	
Financial projections	
Repayment schedules	
5-year cashflow projections	