

DGAF04_2024/2025

DISCRETIONARY GRANTS APPLICATION FORM 2024/2025

HET LECTURER SUPPORT PROJECT

A. BACKGROUND INFORMATION

1. Applicants should submit their application/s using the prescribed MQA Discretionary Grant Application Form for the relevant project.
2. The application form must be completed in full and duly signed. It is the responsibility of the applicant to ensure that the applications in correctly and fully completed.
3. Application forms must be submitted to the MQA via the prescribed e-mail address
4. Applications must be submitted before the closing date, application received after the closing date will not be considered.
5. It is the responsibility of the applicant to ensure that their application is received by MQA
6. It is the applicant's responsibility to advice MQA on changes to contact person
7. The application form may not be altered

B. WHO MAY APPLY

Universities and University of Technology that would like to participate on the project are supported financially by the MQA to provide work exposure opportunities for identified HDSA individuals with the desire to become lecturers for Higher Education Institution in the disciplines listed below. The support that is provided includes lecturer salaries as well as identified development for the lecturer at the University.

1. A University or University of Technology that would like to participate in the HET Lecturer Support project, will be required to submit an application form and a proposal indicating the Programme delivery model for this project. The following minimum information should be contained in the proposal:
 - a. Number of lecturers applying for and disciplines per lecturer
 - b. The cost per lecturer per year (included in the cost is salaries and 10% development costs
 - c. Training courses, and conferences that the lecturer will attend for the duration of the programme (cost and duration of training should be included)
 - d. An indication on the qualification that the lecturer will be taken on.
 - e. Indication of an exit strategy after the completion of the MQA support.

Past performance of institutions in implementing MQA discretionary grant projects will be used to make decisions on allocation of discretionary grant (includes but not limited to: uptake of lecturers against allocation; severity lecturers complaints; timeous feedback on progress of implementation; concluded; Investigations; submission of required supporting documents. In each project exceptions will be made for organisation and employer that will be participating for the first time.

2. Should applications received be more than the target per discretionary project, at allocation, a pro rata consideration will be applied.

C. IMPLEMENTATION RULES

1. The MQA shall enter into a Service Level Agreement (SLA) with each participating (allocated) University or University of Technology which will be for a duration of 3 years.
2. Only lecturers that commence the programme and registered by MQA in the period 01 April 2024 to 31 March 2025 will qualify for grants.
3. The MQA will not fund lecturers who are funded by other entities for the same Programme. (MQA considers this practice as double dipping. Should employers/organisations be committing this practice, they will be automatically disqualified from participation on MQA Discretionary Grants).
4. The MQA reserves the right to recover discretionary grants or portions thereof from the Institution should circumstances indicate that grants have not been utilised for purposes that they were intended. This will be done as per the MQA Finance Policy.

NB: MQA Funding Policy Rules will apply, and the above rules must be read in conjunction with the MQA funding policy.

D. INSTITUTION COMMITMENT

I, _____, named hereunder, declare that as the duly authorised representative of the Employer/Organisation confirms that Employer/Organisation will comply with the general rules and criteria hereunder and further confirm that all the information provided in this application is true and accurate.

Name and Surname:		Date:	
Click here to acknowledge commitment			

NOTE: The Applications form is set-up as an electronic FILLABLE PDF FORMAT with drop-down menus where applicable. You must click on the appropriate selection button and/or type in the information where such information is required. Applications form completed by hand will not be considered.

This application form must be submitted electronically to grants@mqa.org.za. Application forms submitted to any other e-mail address at MQA will be disqualified.

E. INSTITUTION INFORMATION

Institution Name	
Skills Development Levy (SDL) Number	
Other SDL Numbers (If Applicable)	

PHYSICAL ADDRESS

Street Name and Number			
Suburb/Area/ Suburb		City/Town	
Postal Code		Province	
District Municipalities			
Local Municipalities			
Rural or Urban			

POSTAL ADDRESS

Street Name and Number			
Suburb/Area		City/Town	
Postal Code		Province	
Rural or Urban			

Has the institution participated in MQA Lecturer Development Programme in the past years?	Yes		No	
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If the answer to the above is yes, please provide details of your institution's participation in terms of:

No. of Lectures Allocated	No. of Lectures absorbed	No. of Lectures resigned	No. of Lectures completed the programme	No. of Lectures continuing the programme

F. HET LECTURE SUPPORT GRANT APPLICATION

MINING DISCIPLINES	NUMBER OF LECTURERS	START DATE
Mining		
Survey		
Metallurgy		
Chemical Engineering		
Electrical Engineering		
Mechanical Engineering		
Geology		
Occupational Health & Safety		
Occupational hygiene and Environmental		
Rock Engineering		
Chemistry		

Contact details of person responsible for HET:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Representative			
Representative Designation			
Tel number		Cell number	
E-mail			

Alternative contact details of person responsible for HET:

Site Name			
Site Street Name and Number			
Area/Suburb		City/Town	
Postal Code		Province	
Name and Surname of Representative			
Representative Designation			
Tel number		Cell number	
E-mail			

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