~~~~**COMPREHENSIVE AGRICULTURAL SUPPORT PROGRAM**

**APPLICATION FORM**

**2025-2026**

|  |  |
| --- | --- |
| **FOR OFFICE USE** | |
| APPLICATION NUMBER/Project file no. |  |
| DATE APPLICATION IS RECEIVED |  |
| NAME OF PROJECT OFFICER |  |

**CHECKLIST FOR THE PROJECT APPLICATION SUBMISSION**

**NAME OF PROJECT/FARMER: ………………………………………………………………………**

**REGION: …………………………… MUNICIPALITY: ………………………………………….**

**TYPE OF INFRASTURE APPLYING FOR …………………………………………………………**

**COORDINATES: …………………………………………………………………………………….....**

|  |  |  |  |
| --- | --- | --- | --- |
| Date of submission: | | | |
|  | **Are the following attached to the submission?** | | |
| 1. Annexure A: Certified copies of identity documents | YES | NO |
| 1. Annexure B: Signed project application form | YES | NO |
| 1. Annexure C: Copy of business plan or farmer profile | YES | NO |
| 1. Annexure D: Copy of tenure arrangement (Lease agreement more than 5 years/ Title deed/ Council Resolution) | YES | NO |
| 1. Annexure E: Environmental Impact Assessment (EIA) Certificate) | YES | NO |
| 1. Annexure F: Proof of evidence of relevant training or qualifications (certificates attached) | YES | NO |
| 1. Annexure G: Is the farm in production | YES | NO |
| 1. Annexure H: Does the farmer have farmer worker contracts or time sheets | YES | NO |
| 1. Annexure I: Non- Government Employees or Political office bearers | YES | NO |
| 1. Annexure J: Water Authorisation Certificate | YES | NO |
| 1. Annexure l: Tax Clearance Certificate | YES | NO |

**SECTION 1: PROJECT BACKGROUND**

**FULL PROJECT NAME AND/OR FARMER’S NAME**

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **Local Municipality** |  |
| **Region** |  |
| **Ward** |  |

**FARM DESCRIPTION IN FULL (**e.g. Rietfontein IR 363, Portion No ….)

|  |
| --- |
|  |

**TENURE ARRANGEMENTS**

|  |  |  |
| --- | --- | --- |
| **Type of arrangement** | **Extent of farm** | **Lease period/ Period occupation if owned** |
| **Owned** |  |  |
| **Leased** |  |  |
| **Communal** |  |  |
|  |  |  |

**SECTION 2: PROJECT BENEFICIARY DETAILS**

**FOR AN INDIVIDUAL MEMBER OR BOARD MEMBERS**

Full name (s) and surname of project members

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Gender**  **F/M** | **Disability**  **Y/N** | **Youth**  **Y/N** | **\*Race**  **B/C/W/A** | **Military**  **Vet Y/N** | **ID Number** | **Contact Details** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

\*Race: B- Black, C-Coloured, W-White, I Indians

**B. FOR A REGISTERED ENTITY e. g. Agricultural cooperative number and valid certificate and constitution attached)**

**Name of registered entity and registration number**

|  |
| --- |
|  |

* 1. RESIDENTIAL ADDRESS **(CONTACT ADDRESS) FOR CORRESPONDENCE**

|  |  |
| --- | --- |
|  | |
|  | |
|  |  |
| Emails Address: | |

**SECTION 3: TYPE OF ENTERPRISE**

|  |  |  |
| --- | --- | --- |
| **Type** | **Current hectares utilized** | **Potential hectares for expansion** |
| 1. Horticultural |  |  |
| 1. Pork production |  |  |
| 1. 3. Poultry (Layer/ Broiler) |  |  |
| 1. 4. Sheep/ Goat production |  |  |
| 1. 5. Beef production |  |  |
| 1. 6. Floriculture |  |  |
| 1. 7. Other |  |  |

**CROP PERENNIAL AND ANNUAL**

|  |  |  |
| --- | --- | --- |
| **List** | **Current hectares utilized** | **Potential hectares for expansion** |
|  |  |  |
|  |  |  |

**LIVESTOCK**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Type** | **Semi-intensive** | **Extensive** | **No of breeding stock** | **No of marketable animals/ year** | **Average price per year** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Number of Camps |  | | |
| Water distribution network on the farm | Yes | No |  |
| Handling facilities are adequate | Yes | No |  |
| Condition of fencing | Good | Moderate | Poor |
| Condition of handling facilities | Good | Moderate | Poor |

**SECTION 4: JOB CREATION**

**CURRENT NUMBER OF JOBS:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Contract** | **Female** | **Male** | **Total** |
|  |  |  |  |
| **Seasonal** | **Female** | **Male** | **Total** |
|  |  |  |  |
| **Temporary** | **Female** | **Male** | **Total** |
|  |  |  |  |
| **Permanent** | **Female** | **Male** | **Total** |
|  |  |  |  |

**NUMBER OF POTENTIAL JOBS TO BE CREATED AFTER INTERVENTION:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Contract** | **Female** | **Male** | **Total** |
|  |  |  |  |
| **Seasonal** | **Female** | **Male** | **Total** |
|  |  |  |  |
| **Temporary** | **Female** | **Male** | **Total** |
|  |  |  |  |
| **Permanent** | **Female** | **Male** | **Total** |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **List of declared alien vegetation and extent (tick the extent)** | **Low** | **Medium** | **High** |
| **1.** |  |  |  |
| **2.** |  |  |  |
| **3.** |  |  |  |
| **4.** |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Existence of fire belts** | **Yes** | **No** |
| **Fire belts need upgrade** | **Yes** | **No** |

|  |  |  |
| --- | --- | --- |
| **Member of Fire Protection Association (FPA)** | **Yes** | **No** |
| **Name of FPA if yes** |  | |

**SECTION 5: STATE OF INFRASTRUCTURE**

**WATER SOURCES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Source** | **Number** | **Good** | **Moderate** | **Poor** |
| **Dam** |  |  |  |  |
| **Boreholes** |  |  |  |  |
| **Fountain** |  |  |  |  |
| **River** |  |  |  |  |
| **Municipal water** | **Yes** |  | **No** |  |
| **Other** |  |  |  |  |

**WATER ALLOCATION FOR IRRIGATION**

|  |  |  |
| --- | --- | --- |
| **Yes** | **No** | **Allocation/ Ha** |
|  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Water analysis report is available** | **Yes** | **No** | **Is water suitable for crops/animal use** | **Yes** | **No** |
|  |  |  |  |  |  |

**STRUCTURES**

|  |  |  |
| --- | --- | --- |
| **Storage facilities** |  |  |
| **Packaging and processing facilities** |  |  |
| **Other:** |  |  |

**MOVABLE ASSETS**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **MACHINE LIST** | **TOTAL** | **SUITABLE FOR PURPOSE** | | **CONDITION** | | |
|  |  | **Yes** | **No** | **Good** | **Moderate** | **Poor** |
|  |  | **Yes** | **No** | **Good** | **Moderate** | **Poor** |
|  |  | **Yes** | **No** | **Good** | **Moderate** | **Poor** |
|  |  | **Yes** | **No** | **Good** | **Moderate** | **Poor** |

**ELECTRICITY CONNECTION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Is there electricity connection compatible with the envisaged enterprise related activities** | **Yes** | **No** | **Phase:** |

**SECTION 6: FINANCIAL RECORD AND BOOKKEEPING**

|  |  |  |  |
| --- | --- | --- | --- |
| Do you have bookkeeping system | Yes | No | What type |
| If proof of records/ future projections is needed, will provide to the department | Yes | | No |
| Should department support you, are you willing to provide monthly records to monitor progress? | Yes | | No |
| Do you use management accounts? | Yes | | No |
| Do you have an enterprise budget and cash flow projections for your future farming activity | Yes | | No |
| Does the project have a bank account? | Yes | | No |
| Any farm financial liabilities? | Yes | | No |

**SECTION 7: MARKETING**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of market used** | Formal | | Informal | |
| **Distance to market in Km?** |  | | | |
| **Transport arrangement** | Own | Public | | Rental |

**REGULATION AND CERTIFICATION (WHERE APPLICABLE)**

|  |  |  |
| --- | --- | --- |
| Certified for global GAP | Yes | No |
| Other certification | Yes | No |
| Should you not have any all the necessary certification, do you have access to an accredited pack shed, milking parlour, etc, to supply your market? | Yes | No |
| Does business comply with fair labour practices | Yes | No |
| Skills audit done | Yes | No |
| Environmental Impact Assessment | Yes | No |
| Water Use licence | Yes | No |
| Give further clarity if there is any regarding any of the above, e.g. plans to get certification/EIA | | |

**SECTION 8: FINANCIAL REQUIREMENTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Has project received previous financial support from GDARD** | | Yes | No | |
| **Which program** | **Type of assistance received.** | | | **Year** |
|  |  | | |  |
|  |  | | |  |
|  |  | | |  |
|  |  | | |  |

**GIVE REASONS WHY REQUIRED DOCUMENTS ARE NOT ATTACHED TO THIS APPLICATION (IF ALL REQUIRED DOCUMENTS ARE ATTACHED, PLEASE IGNORE THE QUESTION)**

|  |
| --- |
|  |
|  |
|  |
|  |
|  |

**FINANCIAL ASSISTANCE REQUIRED FOR 2025/2026**

|  |  |  |  |
| --- | --- | --- | --- |
| **TYPE OF GRANT** | **TYPE OF ACTIVITY** | **ESTIMATED BUDGET** | **ACTUAL AMOUNT (END OF DELIVERY)** |
| CASP |  |  |  |
| ECONIMICS AND MARKETING |  |  |  |
| RESEARCH AND TECHNOLOGY SUPPORT |  |  |  |

**Signatures**

**NB: As an applicant, I declare that none of the active project members is a Government Official.**

I understand and accept the content of this application form:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Full Name of Applicant Signature**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Full Name of GDARD Responsible Official Signature**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date**