



## APPLICATION FOR CASP\* FUNDING 2024/2025

### 1. PURPOSE

The **\*Comprehensive Agricultural Support Programme (CASP)** was established by the **Department of Agriculture, Land Reform and Rural Development (DALRRD)** and is implemented by the **Western Cape Department of Agriculture** through its commodity focused approach in an effort to extend its services to producers within the Province. The strategic goal of this programme is to create a favourable and supportive agricultural service environment for farming community including subsistence, smallholder, commercial land reform producers as well as those involved in Agri-Processing within the Western Cape Province.

Any request for assistance should follow the process stipulated below and comply with the requirements as stated on the checklist of the application form. Failure to comply with the requirements will automatically disqualify your application.

### 2. APPLICATION PROCESS

To ensure a faster and a more efficient service, applicants are advised to adhere to the process detailed below.

#### 2.1 SUBSISTENCE PRODUCERS: COMMUNITY AND HOUSEHOLD PROJECTS

##### Criteria:

- Production is mainly for own consumption, whilst surplus produce is sold for income security
- Must have legal access to land (owned or leased),
- In the case of leased land, applicant must have a lease arrangement of no less than 3 years for stateland and 5 years for private land,
- Must have legal access to irrigation water or be willing to use recycled water (no municipal drinking water can be used for irrigation),
- Requests must be submitted at your local Department of Agriculture office. Households will be sourced from municipal indigent registers,
- Referrals from other government departments.

#### 2.2 SMALLHOLDER AND COMMERCIAL LAND REFORM PRODUCERS

##### Criteria:

- Must have legal access to land (owned or leased),
- In the case of leased land, the applicant must have a lease arrangement for not less than 9 year 11 months (only removable structures) and a longer lease period of at least 15 years might be required for long term crops, note that it may require a notarial deed on the title deed of the farm.
- Environmental Impact Assessments (EIAs), approved building plans and water licence registration must first be obtained before application for funding and Record Of Decision (ROD) of EIA to be attached. (Note: EIA to be included when applicable),
- Preferably a land reform project,
- Should have the potential to create and sustain jobs,
- Contribute to transformation in the agricultural sector,
- Enterprises must comply with the latest AgriBEE framework,
- Legal access to water and the proof must be attached,
- Signed off business plan and financial records must be provided.

#### 2.3 AGRI-PROCESSING SUPPORT

##### Criteria:

- Must have access to adequate production inputs (raw materials) for proposed Agri-Processing activities,
- In the case of leased production premises, the applicant must have a lease arrangement for not less than five years (preferably removable structures)
- An applicant must submit a completed application form and business plan with detailed agri-processing/beneficiation activities, budget plans and projected income statement and balance sheet, for a period of at least three years for the project. The project/business must exhibit economic merit in terms of sustainability.
- Must have the potential to create and sustain jobs in the Western Cape,
- Must contribute to transformation of the agricultural sector.

### 3. HOW TO APPLY

- Obtain a request form from your local office of the Department, or [www.elsenburg.com](http://www.elsenburg.com).
- Applicants are encouraged to make contact with the nearest extension office for guidance and planning.
- Submit completed form to the nearest office within the required time frame accompanied by all the supporting / required compliance documentation as per checklist in application form.  
E.g. tax clearance certificate, security of tenure documentation (copy of title deed or valid lease contract), etc.
- It is a compulsory requirement that all applicants be registered on the Producer/Farmer Register and that the registration reference number be quoted on the application form where indicated.
- Once the application is received, the Department will confirm receipt in writing and advise further on the process.
- A farm visit may be done to confirm/verify information submitted as per the application form.

### 4. CONDITIONS TO BE ADHERED TO BY THE APPLICANT

Once the project is approved, the applicant will be expected to enter into a contract with the Department of Agriculture or its project managers committing to the following:

##### The conditions of implementation:

- Commitment to ensure effective and productive usage of all equipment and inputs (assets may be removed if not used productively/misused).
- Give the Department access to financial, production and sales records of the business - through participation in the Financial Record Keeping Programme (FRK), and Production Record Keeping Programme (PRKP), or any other recognised business management system.
- Commit to allow the Department access to the farm or business premises for extension and advisory services and monitoring purposes.
- Commitment to attend project meetings with the Department when required to do so.
- Commitment to participate in the capacity building and training programmes facilitated by the Department and its commodity partners.

#### CONTACT DETAILS:

No.	District	Contact Person	Address	Office	Email
1	Little Karoo District	Mr Willem Burger	Oudtshoorn Experimental Farm, Old Kammanasie Road, Oudtshoorn, 6620	044-803 3747	Willem.Burger4@westerncape.gov.za
2	Central Karoo District	Ms Vianca Erasmus	Peter Jacobs Avenue 104, Beaufort West, 6970	023-414 9209	Vianca.Erasmus@westerncape.gov.za
3	North West Coast District	Mr Marius Du Randt	PO Box 130, Vredendal, 8160	027-201 3502	Marius.DuRandt2@westerncape.gov.za
4	Cape Metropole District	Mr Phumlani Mentani	Goulburn Centre, c/o Goulburn Street and Voortrekker Road, Goodwood	021-483 7778	Phumlani.Mentani@westerncape.gov.za
5	Overberg District	Mr Hennis Germishuys	Albert Myberg Hostel, Golf Street, Bredasdorp, 7280	028-425 4807	Hennis.Germishuys@westerncape.gov.za
6	Cape Winelands District	Mr Cobus van Schalkwyk	ABSA Building, 4th Floor, Plein Street, Stellenbosch, 7600	021-808 7051	Cobus.VanSchalkwyk@westerncape.gov.za
7	Garden Route District	Mr Clyde Lamberts	Old Airport Road, George, 6529	044-803 3757	Clyde.Lamberts@westerncape.gov.za
8	Swartland District	Ms Rose Horn	Lang Street 42, Moorreesburg, 7310	022-433 8903	Rose.Horn@westerncape.gov.za

All applicants are required to declare previous government support and failure to do so will lead to an automatic disqualification of the applicant.

NB: It must be noted that civil servants, those working for parastatals and foreign nationals are excluded from the support listed above. There is also no guarantee that the application will be approved or that the total request (wish list) will be funded. The department reserves the right only to approve and fund the critical items it deems necessary on a request form within the available budget resources. .

**CLOSING DATE FOR APPLICATIONS: 15 MAY 2023**