



# Comprehensive Agricultural Support Programme (CASP)

## Frequently Asked Questions (FAQs)

### 1. What Is CASP?

The Comprehensive Agricultural Support Programme (CASP) is a national governmental initiative, which was established in the year 2003. The aim of the programme is to support provincial departments of agriculture (PDAs) to create a favourable environment for Smallholder Farmers (SHF) and to expand the provision of support services for the development of agriculture. CASP has six pillars: information and knowledge management, technical and advisory assistance, and regulatory services; training and capacity building; marketing and business development; on-farm and off-farm infrastructure and production inputs.

CASP is currently being administered under Programme 3: Agricultural Producer Support and Development of the Western Cape Department of Agriculture (WCDoA), in association with project management partners CASIDRA (Pty) Ltd and Hortgro.

### 2. For what financial year is the prospective project/producer applying for?

Successful applications received in a current financial year will receive funding support in the next financial year.

### 3. Who can apply for CASP funding?

Agriculture-related projects that include vulnerable communities in the Western Cape, according to the following levels:

- Farmers
- Agricultural macro-system within the consumer environment
- Agri-Processing and Value adding projects
- Subsistence and Household food producers
- Community projects

### 4. When and how can I apply for CASP funding?

The CASP funding is normally advertised in local newspapers, announced via social media and available on the WCDoA website.

A business plan format can be found on the website or can be obtained from an extension officer near you. The CASP business plan format can be obtained from any of the below-mentioned district offices of the WCDoA.

It is important to ensure that a completed business plan is handed in to the nearest provincial district office within the stipulated timeframe. No late applications will be considered. The business plan must have all the supporting documents attached to be considered in line with the criteria for each category of support.



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Ensure that your business entity is registered at the district office. This serves as a recommendation for the application process.

## **5. What is the application requirements for CASP assistance?**

### **5.1 Subsistence Producers: Community and Household Project**

#### **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 three-five years,
- Must have 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 WCDoA office. Households will be sourced from municipal indigent registers,
- Referrals from other government departments.

### **5.2 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 of not less than nine year 11 months (only removable structures). A longer lease period of at least 15 years will 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,
- Preferably a land reform project,
- Should have the potential to create and sustain jobs,
- Contribute to transformation in the agricultural sector,
- Agri-processing initiatives will be considered,
- Equity Scheme and Worker's Trust projects must comply with the latest AgriBEE framework, and provide proof of registration documents, related share certificates, etc.
- Legal access to water and the proof must be attached,
- Business plan must be provided.



### 5.3 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 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,
- Must contribute to transformation of the agricultural sector.

### 6. What activities are considered under Agri-Processing for support?

- Agri-Processing activities in which producers can request support for includes, but not limited to, activities such as milling, meat processing, juicing and pulping, packaging, slicing and dicing, pasteurisation, and handling of agricultural produce to make it usable as food, feed, fibre, fuel or industrial raw material.
- Support includes, but is not limited to, product improvement, testing of products, compliance support (e.g. HACCP, FSSC), infrastructure development, enterprise and supplier development programme and feasibility studies.

### 7. Do I need to own a farm to apply for Agri-Processing support?

- No, you don't need to own a farm to apply for Agri-Processing support. All you need is access to adequate supply of raw fruits and vegetables and some space where processing activities can be done.



## 8. How are CASP applications assessed and awarded?

- The WCDoA reserves the right to allocate the funding in accordance with its own discretion and the availability of funds thereof.
- Each application goes through different stages of assessment.
  - > Applications are submitted at the various district offices and checked for compliance,
  - > The application is sent to the respective Commodity Project Assessment Committee (CPAC) for assessment and recommendation. Applicants can be requested to present and motivate the application at this level.
  - > The applications are then tabled at the Departmental Project Assessment Committee (DPAC) for recommendations.
  - > The business plans recommended by the DPAC are then presented and motivated by the WCDoA at the National Assessment Panel (NAP) for final approval.
- After the approval from National, applications can be awarded.
- Please note that the approved funding will not be directly disbursed to the business entity, but that the funding will be administered by the project management partner CASIDRA (Pty) Ltd and approved commodity formations.

## 9. What else should applicants be aware of when applying for the CASP funding?

Applicants are required to declare previous government support, failure to do so will lead to automatic disqualification. Civil servants and public office bearers and those working for parastatals are excluded from the grant support listed above.

Double dipping may lead to disqualification. Applicants must declare whether they have applied for the same items at different funding institutions.

## 10. Would one be guaranteed CASP funding?

There is no guarantee that the application will be approved or funded in full.

All applications are subject to different processes that include internal scoring and presentation to the National Assessment Panel (NAP).

Final approval and budget allocation thereof is based on the feedback from DALRRD.

## 11. How would I know if and when my application was successful?

Final approval of recommended applications will only be communicated during the following financial year depending on the amount and the time when the funds are received from National.



Unsuccessful applicants will receive letters of rejection from the respective CPAC before December of the same year the application was submitted.

**12. What do I do when I am unhappy with the process?**

The Department has put in place channels to raise concerns or appeal the process. The first point of entry will be the district level. If an applicant is not satisfied with the decision of the CPAC, he or she can send a letter of appeal to the DPAC. The DPAC is the final decision making body.

**13. Where can I apply?**

Contact your nearest district office for more information about CASP Funding.

**Contact details of the district offices:**

District	Town	Physical address	Contact number
Head Office	Stellenbosch	Muldersvlei Road, Elsenburg, Stellenbosch	Tel: 021 808 5112
Garden Route	George	Outeniqua Research Farm, Old Airport Road	Tel: 044 803 3748
Little Karoo	Oudtshoorn	PO Box 351, Oudtshoorn, 6620	Tel: 044 203 9411
Central Karoo	Beaufort West	104 Bird Street, Beaufort West	Tel: 023 414 2126
Overberg	Bredasdorp	Albert Myburgh Hostel, Golf Street, Bredasdorp	Tel: 028 425 4806
Cape Winelands	Stellenbosch	Stellenbosch 4th Floor, ABSA Building, Plein Street, Stellenbosch	Tel: 021 808 7050
Cape Metropole	Goodwood	Goulbourn center C/o Voortrekker & Goulbourn road, Goodwood	Tel: 021 483 7779 021 808 7067
North West Coast	Vredendal	PO Box 130, Vredendal, 8160 C/o Matzikama and Noordweg Street, Vredendal	Tel: 027 201 3501
Swartland	Moorreesburg	42 Lang Street, Moorreesburg	Tel: 022 433 8901

