



**EXPRESSION OF INTEREST  
COOPERATIVES TRAINING AND DEVELOPMENT  
2024 - 2025**

The Health and Welfare Sector Education and Training Authority (“HWSETA”) invites all registered public/private training providers including Community Education and Public TVET Colleges to participate in the implementation of Cooperative Development Training for 2024-2025.

**Details of the Cooperatives Development Programme**

Cooperatives are essential to the health and welfare sectors. They are frequently established by communities to meet their unique health and welfare requirements, giving members the authority to manage their resources and general well-being. Additionally, cooperatives can offer vital services, particularly in underprivileged areas, facilitating access to social services and healthcare for those who might otherwise encounter obstacles.

The HWSETA invites all registered public/private training providers including Community Education and Public TVET Colleges to participate in the implementation of Cooperative Development Training. The HWSETA therefore wants to appoint a qualified training provider, to train 8 cooperatives (number of organisations) who provide services to the health and social sector on a skills programme bundle/package that will equip members with the following skills:

1. **Governance and Management:**
  - Board governance and leadership training
  - Strategic planning and decision-making
  - Conflict resolution and mediation skills
2. **Financial Management:**
  - Basic accounting and financial reporting
  - Budgeting and financial planning
  - Understanding cooperatives' funding sources and capital structures
3. **Sustainability and Community Development:**
  - Social responsibility and impact measurement
  - Environmental sustainability practices
4. **Networking and Collaboration:**
  - Building partnerships with other cooperatives and organizations
  - Engaging with local communities and stakeholders

The training provider will have the responsibility to:

- Identify and recruit the relevant cooperatives (minimum of 3 rural provinces)
- Coordinate all communication with cooperatives
- Coordination and delivery of training
- Administer all mandatory and compliance documents required by the HWSETA
- Provide the HWSETA will all required reporting documents
- Issue certificates to all cooperative members

**Qualifying criteria:**

- Must have experience in training cooperatives against any of the above areas. References are required.
- Must be registered as a training provider with any quality assurance body
- Must have more than 5 years of experience in the training space
- Provide a budget breakdown for training that is inclusive of tuition and transport allowance for members using the HWSETA guidelines and maximum costs per learner.
- Apply using the HWSETA prescribed template using the HWSETA EOI portal
- All NPO/NGO/CBOs organisations must submit proof of compliance with the NPO Act from the Department of Social Development.
- The Registration status of the organisation is valid at the time of application and throughout the implementation of the project.
- Training must commence and complete by no later than 31 March 2025.
- Only one provider will be appointed for the implementation of this project.

**Financial Implications**

Line Item	Number of Cooperatives	Total targeted number of learners	Maximum Cost per learner
Tuition fee	8 coops (3 rural provinces)	80 learners	R5 000 inclusive of transport allowance
Transport Allowance			

**Please Note:**

**The HWSETA reserves the right to withdraw the approval if:**

- The information provided in the application form is not true and correct; or
- The Training provider does not adhere to any of the requirements laid down by the HWSETA.
- Registration status of the organisation ceases to exist before or during the commencement of the project.

NB. By completing this application form, you hereby authorise the HWSETA to collect your personal information for the service offered. Personal information is only used for the purpose of delivering the mandate of the HWSETA. Refer to the HWSETA Privacy Policy on our website.

**CLOSING DATE: 23 December 2024**