



# OFFICE OF THE EXECUTIVE MAYOR

Enquiry: Mr. Rouston Plaatjies Tel: 044 – 501 3484

E-mail: [rplaatjies@bitou.gov.za](mailto:rplaatjies@bitou.gov.za)

## **GRANT –IN-AID: CALL FOR PROPOSALS BITOU MUNICIPAL (WC047) NOTICE NUMBER: NO: 191/2024**

Organizations and or bodies who qualify for financial assistance in terms of the criteria and prescriptions contained in Bitou Municipality's Grant-in-Aid Policy and Section 67 of the Municipal Financial Management Act 2003, are hereby invited to submit proposals for programs they endeavor to undertake during calendar year 2024.

Only applications submitted on the prescribed application form and accompanied by all the required information, documentation, financial statements, covering letter, etc. and dropped into the submission box by end of business on 31 July 2024 , shall be considered.

Copies of application form are available at various municipal offices during office hours as well as on the Bitou Municipality website: [www.bitou.gov.za](http://www.bitou.gov.za)

Please direct any queries to Mr. Rouston Plaatjies @ Tel: 044 501 3484.

Bitou Municipality reserves the right not to make any award and will make no award to organisations that have received funds in previous book year but have not submitted a final report on its previous expenditure.

**Dr Ralph Links**

**ACTING MUNICIPAL MANAGER**

**Bitou Local Municipality**

[www.bitou.gov.za](http://www.bitou.gov.za) – [communications@plett.gov.za](mailto:communications@plett.gov.za)

# GENERAL CONDITIONS AND REQUIREMENTS

## APPLICABLE TO GRANT-IN-AID

1. The closing date for applications for Grant-in-Aid is 31 July 2024. No late applications will be considered or accepted.
2. Applications submitted are valid for the current financial year. Organizations requiring further financial aid must apply afresh in the next financial year.
3. Applications for grants will **ONLY BE CONSIDERED**, if submitted on the prescribed application form.
4. The below supporting documentation or attachments are **COMPULSORY**: -
  - i. A copy of the Organization's **registration certificate**.
  - ii. A copy of the Organization's **constitution**.
  - iii. A copy of the Organization's **business or project plan**.
  - iv. The latest **audited financial statements** (if latest year not reflected, statements for previous year should be submitted).
  - v. A copy of the Organization's **confirmation of banking details**.
  - vi. Copies of the Organization's **last 12 months' bank statements**.
  - vii. A copy of the **latest municipal account**.
5. No application will be considered unless the constitution contains a **dissolution clause** to the effect that in the event of the organization's dissolution, any remaining assets shall be handed over to an organization or society with similar objectives.

The envelope with all the required documentation as per paragraph 3 and 4 above, must be dropped into the submission box:

**Municipal Main Building**

**Sewell Street**

**Plettenberg Bay**

**6600**

**Attention: Mr Rouston Plaatjies**

**Tel: 044 – 501 3484**

**E-mail: [rplaatjies@plett.gov.za](mailto:rplaatjies@plett.gov.za)**

6. All decisions of the Council are final, and no further correspondence in respect of the outcome of an application will be entertained.