

CAPACITY BUILDING WORKSHOP ON RESOURCE MOBILISATION/FUNDRAISING FOR **NGOs/SMMEs/CO-OPs**

Thembaletu Development NPC is inviting SMMEs, Co-Operatives and NGOs/NPOs to a Two-day INTENSIVE capacity building workshop on Resource Mobilisation/Fundraising.

Over the years we have noted that organisations and companies lack basic understanding on how and where to search for funding and business opportunities. Many lose out on funding opportunities because of mistakes they make in responding to Request for Quotations (RFQ), Requests for Proposals (RFP), Expression of Interests (EOI) and in unsolicited proposals. Bidders are always left wondering why and how they do not win tenders.

The workshop is specifically targeting SMMEs, Co-Operatives and NGOs/NPOs to capacitate them with the following:

- How to identify funding opportunities.
- How to respond to bids/tenders; and to successfully submit responsive and acceptable bid/tender documents.
- Insight into the Bid/Tender Evaluation, Adjudication and Appointment of service providers.
- A guide on how to write winning business proposals.
- Maintaining relations with funders.

- Applying for funding with international donors such as USAID and European Union.
- Creating Social Media strategy to market your organisation.
- Who is offering funding out there. Developing a profile for success.

Don't miss the opportunity to put your resource mobilisation efforts on the right footing.

Register early as spaces are limited to enable easier interaction and network with other organisations/companies and dissect relevant issues.

The Workshop fee covers; Resource Materials, stationery, goodie bags and a directory of funders/opportunities, refreshments.



WORKSHOP REGISTRATION FORM



To register for this event, fill the form below and email it to **Mr Goodwill Mabena** on goodwill@themba lethudev.org; mphumzi@themba lethudev.org. For enquiries call 010 786 0451 or 071 030 8552.

COMPANY DETAILS

COMPANY NAME

TYPE OF COMPANY (NPO, NGO, PTY (LTD), CO-OPERATIVE, etc.)

PHYSICAL ADDRESSCODE

CONTACT NUMBER

EMAIL ADDRESS

1 DELEGATE R3000 2 DELEGATES R5500 3 DELEGATES R8500

DELEGATE NAME AND SURNAME	COMPANY NAME	DESIGNATION	EMAIL ADDRESS	CONTACT NUMBER

AUTHORISATION DETAILS

I confirm that I have read and accepted the terms and conditions above, and I am authorised to sign this document on behalf of the above company

FULL NAME

DESIGNATION

E-MAIL

CONTACT NO.

DATE SIGNATURE

PAYMENTS TO BE MADE TO THE FOLLOWING ACCOUNT

ACC HOLDER	THEMBALETHU DEVELOPMENT
BANK	STANDARD BANK
ACC NUMBER	000100447
BRANCH	JOHANNESBURG
BRANCH CODE	000205
BRANCH CODE (electronic payments)	051001
REFERENCE	NAME OF YOUR COMPANY/ ORGANISATION

TERMS AND CONDITIONS

Delegate Cancellations

All delegate cancellations must be received in writing and are subject to the following terms and conditions, for any cancellation received 7 days before the start of the event we issue a credit voucher for the value paid to be used for up to one year from the date of issue. Any cancellation received in less than 7 days before the start of the event, full fee will be paid and no refunds will be given, should a registered delegate not cancel and fail to attend, this will be treated as a cancellation and no credit voucher or refund will be given. Transfer request must be made in writing 7 days before the start of the event.

Cancellation and Postponement

In the event that Thembaletu Development NPC cancels or postpones an event, delegate payments at the date of cancellation will be credited to a future or rescheduled workshop. This credit will be available for up to one year from the date of issuance. If the delegate is unable to attend the rescheduled workshop, the delegate will receive a credit voucher representing payments made towards a future workshop. No refunds will be available for cancellations or postponements. Thembaletu Development is not responsible for any loss or damage as a result of a substitution, alteration or cancellation/postponement of a workshop.

Disclaimer

Thembaletu Development shall assume no liability whatsoever in the event this workshop is cancelled, rescheduled or postponed due to a fortuitous event, Act of God, unforeseen occurrence or any other event that renders performance of this event impracticable or impossible. For purposes of this clause, a fortuitous event shall include, but not be limited to: war, fire, labour strike, extreme weather or other emergency.