



EPWP Environment and Culture Sector  
Chivirikani Multi-Cultural Project  
Lulekani Village  
Limpopo Department of Public Works



# LIMPOPO

PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

## DEPARTMENT OF PUBLIC WORKS



## EXPANDED PUBLIC WORKS PROGRAMME

*Limpopo Department of Public Works*

*Chivirikani Multi Culture Project  
Project Proposal*

*Project/Document Number:*

*Limpopo EPWP Environment /Culture Sector 1/8 /2007*

02 October, 2007

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## Project Executive Summary

Project Title	<b>Chivirikani Multi - Culture Project</b>					
Project	EPWP Culture/Economic project					
Sector	<u>Economic and</u> Environment and Culture Sector					
Sub-sector	Expanded Public Works Programme <u>Economic and Environment and</u> Cultural Sector					
Name of SPO/ Implementing Agent	Limpopo Department of Public Works-Programme Environment and Cultural Sector					
Type of Organisation	NGO	<b>CBO</b>	Trust	CC	PTY	<b>Other</b>
Existing Mgmt Structures	BOD		<u><b>Management Committee</b></u>	<b>Advisory</b>	Other	
Key Training Needs Identified	1. Business Skills in Marketing and Computer literacy 2. Silk-screening 3. Performing Arts 4. Crafting 5. Tourism 6. Entrepreneurial and life skills					
Accreditation	Service Provider			Training Materials		
	Yes			Yes		
Overall Project Objective	<ul style="list-style-type: none"> <li>The objective of the project is the preservation of cultural heritage of the Bapedi and Vatsonga in the bolla - noto area in the Ba-Phalaborwa local Municipality</li> <li>Establishment of a viable community cultural village centre</li> <li>Empowerment of local women who do bead work, local artists who craft, local performing artists and encouragement of village tourism</li> <li><u>Job creation, skills transfer and poverty alleviation</u></li> </ul>					

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Intended Beneficiaries	Direct: Chivirikani Community, Majeje community, Malatji community, Selwane community and Mashishimale community Indirect: Ba-Phalaborwa Local Municipality						Deleted: Project
	Urban: 1 Peri Urban: 4 Rural: 4 Other:						Comment [DPT1]: Please clarify the Numbers. Is it communities or people?
	Youth: 30% Female: 40%						Deleted: Male Deleted: 4 Deleted: 6
	People with Disability: 2%						
Geographical Coverage & Project Site	Lulekani in the Ba-Phalaborwa Local Municipality/ Limpopo Province						
Duration	6 months						
Project Start Date	15 October 2007 to 15 April 2008						Deleted: TO Deleted: 31 March
Project Financing	Total Project Estimated Budget = R 850,000 UYF Contribution = Other Support by LIBSA/LIMDEV and Training by Department of Labour  Cumulative NPO Amount (If funded previously by UYF) =N/a						Deleted: 532
Budget Line Item	Admin	Capex	Project Activities	Stipend	Training/ Capacity Building	Marketing/ Advertising	
Budgeted Amount		R 700,000	R50,000	R 100,000	DoL	LIBSA and Local Municipality	Comment [DPT2]: This is R550,000 greater than R532,000 estimate above Deleted: 410 Deleted: 90



## Executive Summary

Are the planned outcomes of the project consistent with the organisation's mission, goals, objectives and experience? Explain how?	Yes, the objectives and the outcome are the same as the objectives of the EPWP Environment and Culture Sector Plans and the Economic Sector Objectives of the EPWP
Does the organisation have a management structure that includes board, staff leadership and involves young people in decision making? Explain how?	The organisation has a project committee that runs the project on a day to day basis
Does the project provide support and learning programs that are comprehensive and enable young people to access economic opportunities? Explain how?	Accredited DOL registered skills training service providers will be <u>appointed</u> and learners will complete unit standards up to the NQF level 1/3 qualification. Once they have successfully completed the <u>skills</u> programme they will receive certificates that they have completed the unit standards and have work experience. this will facilitate them securing employment in the Cultural <u>and</u> Economic Sector
Does the project give opportunity to young people to play a leadership role and open new opportunities that assist with life choices? Explain how?	As indicated above learners working on the programme will be <u>mentored</u> on leadership skills
Does the organisation have the systems to collect, analyse and disseminate information about participants? Is the information sufficient to assess the impact of services? Explain how?	The programme has been developed in a way that enables close working partnership between the project, service providers, DOL, the department and <u>appropriate SETA</u> . The Management structures of the department are in place and a community development officer will be appointed and will have set criteria that ensure their support in project implementation This ensures a greater chance of success for the youth component of the programme and sustainability.

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## 1. Introduction

Limpopo Province has the fourth largest population in South Africa at 5.6 million (12%). Women make up to 55% of the adult population while the youth constitute about 35% of the population. The bulk of the economically active population is unskilled or semi-skilled and the overall level of poverty in the Province is relatively high currently estimated at 60%. The unemployment rate is estimated to be 49% and is the second highest in the country. Women, youth and people with disabilities are the most affected and make up the larger portion of the poor in the Province. In addition, due to mainly historical imbalances, basic infrastructural services are in a deplorable state coupled with massive backlogs in construction and maintenance of public infrastructure. These pose significant socio-economic challenges to the province.

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The National and Provincial governments initiated several development projects in the Province aimed at mitigating the above challenges since the establishment of the democratic dispensation in 1994. One of the most significant programmes is the Expanded Public Works Programme (EPWP) launched in 2004. The EPWP is a Government's strategic initiative aimed at addressing unemployment and improving the livelihoods of the poor; mainly women, youth and people with disabilities. The programme covers all spheres of government and state-owned enterprises.

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In line with the above overall National Government policy and with due consideration of the socio-economic situations of the Province, the Limpopo Cabinet in January 2005, outlined and approved the Provincial EPWP strategy. It also mandated the Limpopo Department of Public Works (LDPW) to coordinate the implementation of the programme in the Province.

The LDPW through its EPWP Directorate is coordinating programme activities in four sectors namely, Economic, Environment & Culture, Infrastructure and Social sectors. It is also offering assistance and guidance to the implementing agencies (the government departments, municipalities and other public bodies), in terms of the identification, planning and implementation of projects according to the EPWP principles, guidelines and procedures.

In addition the LDPW is implementing EPWP projects of its own through the Sakhasonke Contractor Development Programme, the Youth Internship Programme and the National Youth Service for the Built Environment. The LDPW is also in the process of realigning all of its building construction and maintenance projects to EPWP principles. These are expected to create significant number of job opportunities for the unemployed in all parts of the Province. The main targets of the programme are women, the youth and people with disability.

Similarly the LDPW intends to expand its youth internship programme by recruiting more youth and attaching them to its ongoing projects related to building construction and maintenance. It is further intended to link the internship programme to and implement it along the lines of the National Youth Service (NYS) programme of the Umsombomvu Youth Fund (UYF).



## 2. Project Description

The Chivirikani Multi-Culture Project is located in the Ba-Phalaborwa Local Municipality in the Lulekani village under Chief Majeje

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The chief objective of the project is to preserve the cultural heritage of communities in the Ba-Phalaborwa Municipality through craft, art, performing arts and story telling by elders, trained young people and community volunteers to tourists and visitors of their area.

## 3. Current Situation

The project commenced in October 1998 and became operational in 1999. It has never received any direct funding from government since inception but has received various forms of training ranging from, food beverage preparation offered by Phalaborwa Foundation, LIBSA training in cooperatives customer care, pricing, costing and effective financial management and in 2007 the Department of Labour offered the training in basic book keeping..

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The project is currently involved with the following activities; Crafts, Bead Work, Performing Arts, Story telling, **Order to design and produce Name tag holders for the Limpopo Provincial Legislature**, Production of cultural and traditional clothing, design and production of wedding and greeting cards, made bags for the **Government Communication Information Systems bags from traditional straw and grass**,

The project received the following awards

- Certificate for Best Artefacts by the Department of Sports Arts and Culture in 2002
- First prize at Mapungubwe Arts festival in 2005 and in 2006 won first prize for best embroidery and mat making at the Mapungubwe Arts festival

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The project is currently performing well despite its resource base as it operates from a make shift workshop and cultural centre.

On the 19<sup>th</sup> of July 2007 the National Inter- Governmental Forum, then known as MIN-MEC visited Limpopo Province to hold its meeting which was hosted in the Ba-Phalaborwa Local Municipality. During visits to EPWP projects by the Hon. Minister of Public Works Ms Thoko Didiza and MEC's from Provinces, the Chivirikani project was also visited, it is at this encounter that a decision was made at a political level that the EPWP component should facilitate assistance to this project.

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#### 4. Policy Implications

The project can be supported as an EPWP project provided the design for infrastructure comply with EPWP guidelines on implementing Labour Based Methods of Construction, and that it be designated to be accounted for as an Environment and Culture Sector project. The projects can also be designated to the Economic Sector after completion as a Sub – Sector project for the Economic Sector once production of Artefacts takes off from the proposed workshop.

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#### 6. Beneficiary Details

Target beneficiaries of the programme include:

Direct: Chivirikani Community, Majeje community, Malatji community, Selwane community and Mashishimale community

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Indirect: Ba-Phalaborwa Local Municipality

- Unemployed young people between the ages of 18-34 who have an interest in a career in the performing arts and the EPWP in terms of building environment sector for construction of the centre.
- Youth with minimum educational qualification in all grades.
- Youth with N stream courses are encouraged to participate
- Matriculants will have added advantage although it is not a requirement.
- No experience is needed to join the EPWP.
- A ratio of 40% women to 30% youth, 2% disabled is targeted.

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#### 7. Implementation Plan for EPWP Projects

Implementation of the project will be carried out as a normal EPWP project, comprising training, site activities and workers training as outlined in the guidelines. This will be covered activities below:

**Comment [DPT3]:** Please include Project Outputs like the workshop, Skills to be developed etc. It should be clear that phase I includes construction, then followed by training of Craftsmen, storytellers etc. The main objective is for culture and construction is just but a minor component.

##### 7.1 Project Design

Design of the technical aspects of the project will be undertaken by the Project Management Services in the Department, unless advised by projects management that a consultant will be appointed by same on behalf of EPWP Coordinating unit.

Other activities to be carried out during the first month include:

- Signing of agreement with project steering committee
- Design of skills programmes
- Signing of the contracts with the service providers (contractors, consultants, etc.)





- Detailed project planning integrating skills development, life and entrepreneurial skills and work experience

## **7.2 Theoretical technical Training**

The training will be based on CETA unit standards and shall be conducted by an accredited service provider. A list of unit standards that already exist within the [CETA](#) that can be applied for this programme.

During the technical training the learners will be given stipends of R50 per day to cover their ancillary expenses.

## **7.3 Job Placement or Attachment to the project**

The workers will spend a minimum of six weeks on the job placement so that they gain experience in the trade they have chosen. The learners will be assigned on specific duties and are expected to diligently execute and deliver quality work as they would in normal employment.

During job placement/attachment to projects the learners will be supervised by the artisan/works inspector on site/supervising consultant who will be employed by the department or through a normal tender process. The difference being that the tender process will set different criteria for the contractor and will include requirements for willingness to work closely with the youth development team members additionally the budget requirements will differ, where payment to the workers during attachment will be based on a learner allowance to cover transport and food rather than a full wage.

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The workers will be paid a stipend of R50, 00 per day for the duration of the project. In addition they will be given safety clothing and equipment as well as the tools they require on the job.

## **7.4 Exit Opportunities/Placement**

During the 6 months that the project is being implemented, the project manager will look for exit opportunities for the workers who will not form part of the core multi project, but who were employed to construct the facility. At the point at which the accreditation certificates have been handed to the workers as they should be ready for employment and it is expected that most of them may be absorbed in the private sector or enrol on entrepreneur development schemes supported by the Department of Economic Development. Some, a small percentage (based on national statistics only 3%) of the learners will wish to become entrepreneurs and run their own businesses. In such case the learners will be encouraged and helped to list on the LIBSA and DoL data base on programmes designed to assist entrepreneurs.

Participating CIDB registered contractors will also be encouraged to employ some of the young people in their firms. Provincial government and the EPWP programme will be targeted to provide the young people with exit opportunities

## **7.5 Programme Management**

The EPWP Infrastructure and Environment Sector Coordinating Directorate will be responsible for the overall management and coordination of the project including the recruitment, training as well as job placement of workers. In addition the Unit will:



- work with the Building Maintenance and Capital Works Projects Management directorates in managing the construction phase;
- in collaboration with LIBSA project managers (PM) and LDPW GIO and DOL , identify and engage training service providers, and

By virtue of building construction and involvement of contractors in the supervision of the workers on projects there may be a need to compensate them for their additional inputs. In such cases the necessary changes will be written into contract document for the works or separate agreement will be drawn for the same. If there are two separate companies engaged for the construction and provision of management services then a clause must be added in their respective contract documents to oblige them to work closely and in harmony to achieve the programme objectives collectively. In both the above cases the GIO Directorate will be responsible to streamline the contract documents to reflect the situation in the project.

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The LDPW project managers (PM) will co-ordinate and synergize the construction work in such a way that it enables the workers to complete all aspects of their training, the skills training, the other training and the practical experience components.

A Programme Management Committee (PMC) will be established at the Provincial level which will oversee the activities of the project. The PMC will be comprised of representatives from:

- LDPW EPWP head office
- LDPW , Building Maintenance and Capital Works Projects Management )
- Ba-Phalaborwa Municipality project manager
- LDPW District office representative
- DoL
- CETA
- Contractors and/or Service Provider Organization (SPO) involved on project implementation
- Community and Project Steering Committee members

The PMC will draw up its terms of reference at the first meeting. The PMC will meet bi-weekly to start with and thereafter once a month as the project start running smoothly.



## 7.6 Roles and responsibilities

Partner	Roles and Responsibilities
<b>LDPW</b>	<ul style="list-style-type: none"> <li>- Oversee overall project implementation through the EPWP unit</li> <li>- Provide funding for construction and maintenance works</li> <li>- Provide funding for allowances and transport for learners</li> <li>- Establish and Chair Management committee meetings</li> <li>- Prepares training plans</li> <li>- Participate in the engagement of training service providers</li> <li>- Supervise the training and work attachment of learners</li> <li>- Liaise with DoL, Municipality project managers, LIBSA to ensure smooth running of the skills development programme.</li> <li>- Identifying exit opportunities and strategies</li> </ul>
<b>PROJECT Management Committee</b>	<ul style="list-style-type: none"> <li>- Provide project content</li> <li>- Coordinate the selection of learners</li> <li>- Assist in the preparation of training plans</li> <li>- Participate in the engagement of training service providers</li> <li>- Oversight of the training and work attachment of learners</li> <li>- Collaborate with various partners, i.e., NDPW, LDPW, DoL, in the participation of youth and other stakeholders to ensure smooth running of the skills development programme.</li> </ul>
<b>DoL</b>	<ul style="list-style-type: none"> <li>- appoint training service providers/skills trainers</li> <li>- provide funding for the accredited skills training</li> <li>- monitor the service providers/skills trainers</li> </ul>
<b>Skills Facilitators/Trainers</b>	<ul style="list-style-type: none"> <li>- Prepare training plan</li> <li>- conduct training plan</li> <li>- Provide mentorship on site</li> </ul>
<b>Contractor/LDPW Artisans</b>	<ul style="list-style-type: none"> <li>- Carry out construction work</li> <li>- Supervise the learners during attachment</li> <li>- Provide on site quality control</li> <li>- Provide building project management</li> <li>- Provide building related components such as insurance, tools, safety equipment &amp; clothing</li> </ul>

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Partner	Roles and Responsibilities
	<ul style="list-style-type: none"><li>- Provide building materials</li><li>- Provide on site for training</li></ul>
<b>Service Provider Organisation (SPO)</b>	<ul style="list-style-type: none"><li>- Coordination of building and youth activities</li><li>- On site support for young people</li><li>- Case management</li><li>- Ensure the best integration of the skills training, youth development and work experience possible</li><li>- Provide training on building materials</li><li>- Assist in identifying exit opportunities and strategy</li><li>- Post project tracking</li><li>- Reporting against project objectives</li></ul>

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#### 7.7 Case Management & Mentorship

Case management files will be created for each worker and administered with assistance from an administrator by the project manager. The details on the files will consist of:

- Qualifications that the young person has prior to the project
- RPL that the young person has achieved during the project phases
- Details of the participants, ID, DOB, Address, next of kin, medical history, school attendance, etc.
- Details of the participant's involvement in community work
- Letters of reference and competency
- Weekly updates on performance of the learner
- Disciplinary action required during the project
- Awards or service excellence notes
- Time sheets
- Certificates for unit standards achieved during the project
- Work experience in service file records
- Community in service records during the project



- Any other useful information

The Case management files will be kept by the project managers to be appointed by the Service provider Organisation (SPO) with the approval of LDPW. The project managers will be individuals with extensive experience in youth development work. In this way he/she will be able to provide mentorship on the youth development aspects to the learners. Case management will form the basis for tracking of the programme.

## 8. Sustainability of the Programme

These projects are being implemented by the LDPW which has a once off budgets pertaining to political pronouncements by the Executive Authority. The project should be sustainable once the much needed training and infrastructure needed has been provided.

## 9. Monitoring & Evaluation

The programme will follow strict monitoring and evaluation regime as follows:

- The Programme Management Committee will have management meeting every week at the initial stages of the programme and monthly thereafter. Progress Reports from the participating projects will be consolidated and submitted to Steering committee through the LDPW every quarter.
- Reporting will be made against the measurable goals. Impacts will be assessed both quantitatively and qualitatively. Managers and programme managers will assess the progress based on these assessments.
- A completion report will be prepared that covers all aspects of the programme and assess achievement so the goals against the measurable impacts and means of verification at the end of the 2007 financial year can be done. Measurement will also be time based. All deviations from the goals and impacts as stated in the concept document must be explained satisfactorily.
- Case management will be utilised for all reporting.
- Post project tracking will continue to measure the success of the programme once the implementation phase has been completed and the Multi-Cultural Project work a designed

## 10. Project Budget

The total budget for the Chivirikani Multi Cultural Project is R ~~920~~, 000 to be defrayed from Vote 9 Programme 3 EPWP with a virement from Equipment to Capital which represents the direct inputs in reorientation budgets to meet objectives of EPWP, this will fund related activities to project construction material and management, stipends, transport allowances and other cost related to the project. The project will be tendered out and implemented according to EPWP principles, as per standard tender document of the department incorporating EPWP guidelines, OHS and Environmental Act etc.

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EPWP Environment and Culture Sector  
Chivirikani Multi-Cultural Project  
Lulekani Village  
Limpopo Department of Public Works

Description	Expenditure type	Total Budget (R'000')	Quarterly Budget (R'000')			
			1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Project management					R425	R425
Contingency						
		R850	-		R425	R425

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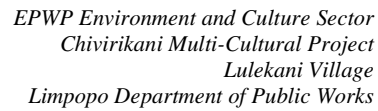
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## 11. Time Plan

<b>Recruitment and Induction</b>	The EPWP Unit submit approved plan and the project steering committee will be formed and commence with recruitment once the business plan has been approved, target date is <del>15 October</del> <b>2007</b>	<b>Deleted:</b> 7 August
<b>Theoretical technical Training</b>	Theoretical and Technical training will be done by an accredited service provider appointed by Department of Labour, target date to commence training is <del>22 October</del> <b>2007</b>	<b>Deleted:</b> 15 <b>Deleted:</b> September
<b>Job Placement/Attachment to Projects</b>	On 1 November <b>2007</b> The project should be officially launched and on 2 November the workers and project team should report on site to commence project execution.	
<b>Monitoring and Evaluation</b>	Monitoring will be done continuously on a daily basis by LDPW supervisors, Monthly by the Project Management Committee, Quarterly by LDPW EPWP Unit, DOL, CETA, and stakeholders at community level, target date for final evaluation is <del>15 April</del> <b>2008</b>	<b>Deleted:</b> n <b>Deleted:</b> 31 March
<b>Exit Opportunities</b>	All stakeholders will work exit strategies for each individual based on outcomes of his/her participation on the programme. Target date will be <del>15 March</del> <b>2008</b>	<b>Deleted:</b> 29 February







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Lulekani Village  
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**Annexure 1**

Annexure 1 Land Availability Agreement.....

Annexure 2: List of Awards Recieved.....

Annexure 3: Curriculum Vitae of Project Adminstrators and Social Partners Agreements.....