SKILLS DEVELOPMENT FUND (SDF)
COUNCIL FOR TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING.

ADVERTISERS ANNOUNCEMENT

The Government of Ghana has received financial support of up to USD 60 million from the World Bank and DANIDA towards setting up and implementation of a Skills Development Fund (SDF). The Fund is managed by Project Support Unit of the Council for Technical and Vocational Education and Training (COTVET).

SDF is a competitive and challenge fund addressing the skills and technology needs of business enterprises operating in both the formal and the informal sectors of the economy of Ghana. The Fund gives grants to informal sector trade associations, Small, Medium and Large scale businesses to upgrade the skills of their employees and access technology from Science, Technology & Research Institutions both in Ghana and abroad. Part of the grants has also gone to support training institutions to develop demand-driven innovative training contents required by industry for enhanced productivity and competitiveness.

Please find below, a presentation on how SDF has fared since 2011:

<table>
<thead>
<tr>
<th>Call No</th>
<th>Call Period</th>
<th>No. of Applications Received</th>
<th>No. of Applications Approved</th>
<th>Value of Grants Approved (GHS'M)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call 1</td>
<td>July 2011-Sept 2012</td>
<td>493</td>
<td>6</td>
<td>1.5</td>
</tr>
<tr>
<td>Call 2</td>
<td>Sept 2012 – April 2013</td>
<td>428</td>
<td>73</td>
<td>15.3</td>
</tr>
<tr>
<td>*Call 3</td>
<td>May 2013 – Nov. 2013</td>
<td>429</td>
<td>115</td>
<td>22.4</td>
</tr>
</tbody>
</table>

SDF GRANT MAKING PROCESS

SDF adopts an approach that aims to provide an open, transparent, objective and accessible grant management service to applicants.

Step 1: Applicant visits SDF website for application form and other information.

Step 2: Applicant contacts an intermediary for support in developing their grant application (optional). Where intermediaries are used, SDF is responsible for paying for their services on behalf of successful applicants.*

Step 3: Applicant submits an application to SDF during the period of the Call for Proposals via EMS.

Step 4: SDF evaluates proposal using 2 independent external technical consultants (Only applications that score 70 or more by two evaluators are processed to the next stage. Where only one evaluator scores a proposal 70 or above, a third evaluator is engaged to provide the final opinion. Unsuccessful applicants are then notified of the failure with reasons given by the external evaluators). The criteria for evaluating applications are part of the SDF application pack and available on the SDF website to guide applicants in developing their applications.

Step 5: For applications that pass technical evaluation, SDF officials visit applicant to conduct due diligence exercise, to verify the facts provided by applicant in their application and establish the credibility of applicant. A due diligence report is submitted to the SDF Manager.

Step 6: Proposals that pass evaluation and due diligence are recommended by the SDF Manager to a 9-member SDF Approval Committee for consideration.

Step 7: SDF Committee finally approves or rejects proposal, assigning reasons.

Step 8: The COTVET-Project Support Unit trains successful applicants on the Financial Management, Procurement, Monitoring & Evaluation and reporting guidelines of SDF.

Step 9: SDF signs grant contract with successful applicants and grant disbursement (in tranches) commences.

Step 10: Financial and program details of all approved projects are advertised in the national dailies and on the SDF website (www.sdfghan.org) for public information.

Step 11: COTVET-PSU provides Monitoring, Procurement and Financial Management support to grantee during implementation of grant-supported project.

Step 12: Grantees submit periodic reports (narrative & financial) to COTVET-Project Support Unit.

On-going initiatives: The COTVET-PSU is in the process of installing an Interactive Voice Response (IVR) system to automate enquires on SDF. The system will provide a 24 hour response service for public enquires on SDF. The COTVET-PSU is also developing an automated grants management system to allow for more transparency in the tracking of the outcomes of an SDF application from submission to the final decision stage.

NB: The next Call for Proposals will be launched on 20th November 2013. See press for details.

*Amount represents grants approved by the SDF Committee under the 3rd Call as at 13th November, 2013. Grant Agreements shall be signed in December 2013 for disbursements to follow before end of 2013.

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