



Career Information Centre

Kayamandi Economic & Tourism Corridor

Cnr George Blake Street, Unit 10 & 11

Kayamandi, Stellenbosch

7600

5 January 2012

Att: Mr. Stephanus Jooste

The Municipality Manager

Central Karoo District Municipality

Beaufort West

Dear Stephanus

SKILL SUMMIT 2012 PROPOSAL LETTER

We are pleased to present this proposal letter to the Central Karoo District Municipality (CKDM). Looking forward to a long term partnership with you and be part of your growth and development strategy as you pursue your objective of being a Skills Hub/Node in the Karoo, developing scarce skills.

CIC has been involved in Skills Development for the last two years as the organisation, with individuals in the organisation possessing approximately ten years in Skills Development arena. We have partnered with a few government Departments which includes Water Affairs for the Water Week in March 2011 and the results have been quite encouraging and fruitful.

We are looking at assisting in the development of the most needed/ crucial skills within the Municipality ensuring the employability and multi-skilling of both the Youth and unemployed adults.

As per our recent discussions, you informed us of the plight faced by the three Local Municipalities relating to the challenge of high rate of unemployment and the lack of skills to contribute to the development of the Economy of the CKDM. The Program we are proposing to the CKDM "Developing Skills for Success" is sustainable and interactive.

This proposal letter has the complete details of the project process and as you can see this project has huge profits in the future ahead. Investing in this project would be audacious decision.

Project title: Skills Summit 2012

Name of implementing agent(s): Career Information Centre

Project location: Central Karoo District

Proposed starting date: 11-13 March 2012

Project duration: 3 months

Objective

- To facilitate the skills summit and develop scarce skills;
- To ensure work placements after the entire skills development process has been concluded.

Primary objective

- To support Central Karoo District Municipality by exploring solutions to bridge the gap on scarce skills, unemployment, training demands;
- And position the Skills Summit to become the leading annual event of its kind in the Central Karoo District Municipality to gather information for skills audit in the province.

Services to be rendered by CIC:

- Fundraising for Central Karoo District Municipality Skills Summit 2012 covering the Laingsburg, Prince Albert and Beaufort West local municipalities.
- Project management for Central Karoo District Municipality Skills Summit 2012 event.
- Project management for mini Skills Summit covering Laingsburg, Prince Albert and Beaufort West local municipalities.
- Facilitate Skills Summit 2012 for Central Karoo District Municipality.
- Facilitate mini Skills Summit 2012 for Laingsburg local municipality, Prince Albert, and Beaufort West local municipality.
- Ensure TV coverage for the event.
- Central Karoo District Municipality Skills Summit 2012 documentary.
- Skills summit 2012 Stakeholder CD Distribution.

Target Audience

The target audience will be the key stakeholders and decision-makers from various sectors: Youth, FBO, NGO, FET, SETAS, Malusi, community leaders, political leaders, government, banking institutions, school principals, etc.

Event Structure

The core of the event will be a three-day summit with more than 100 delegates including plenary sessions, face-to-face discussions and breakaway workshops on topics in field of Socio-economic challenge statement, skills analysis, objective of the Skills summit 2012, breakaway group discussion, ideal situation and recommendations.

About the event organizers

CIC is committed to creating platforms for Central Karoo District municipality and institutions, experts, governments, Heads of State, to engage each other on issues that bring economic prosperity to the province and its people.

In the project, our aim is to develop scarce skills and to ensure work placements after the entire skills development process has been concluded. Our approach entails the following:

Skills Summit 2012 Project Team

1. Ms Barbara Thandeki

CIC: Project Manager

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Email: nthandeki@yahoo.com

2. Ms Zandile Mxaku

CIC: Communication Manager

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3. Mr Andile Ndevu

CIC: Marketing & Fundraising manager

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4. Mr Sebastian Jozi

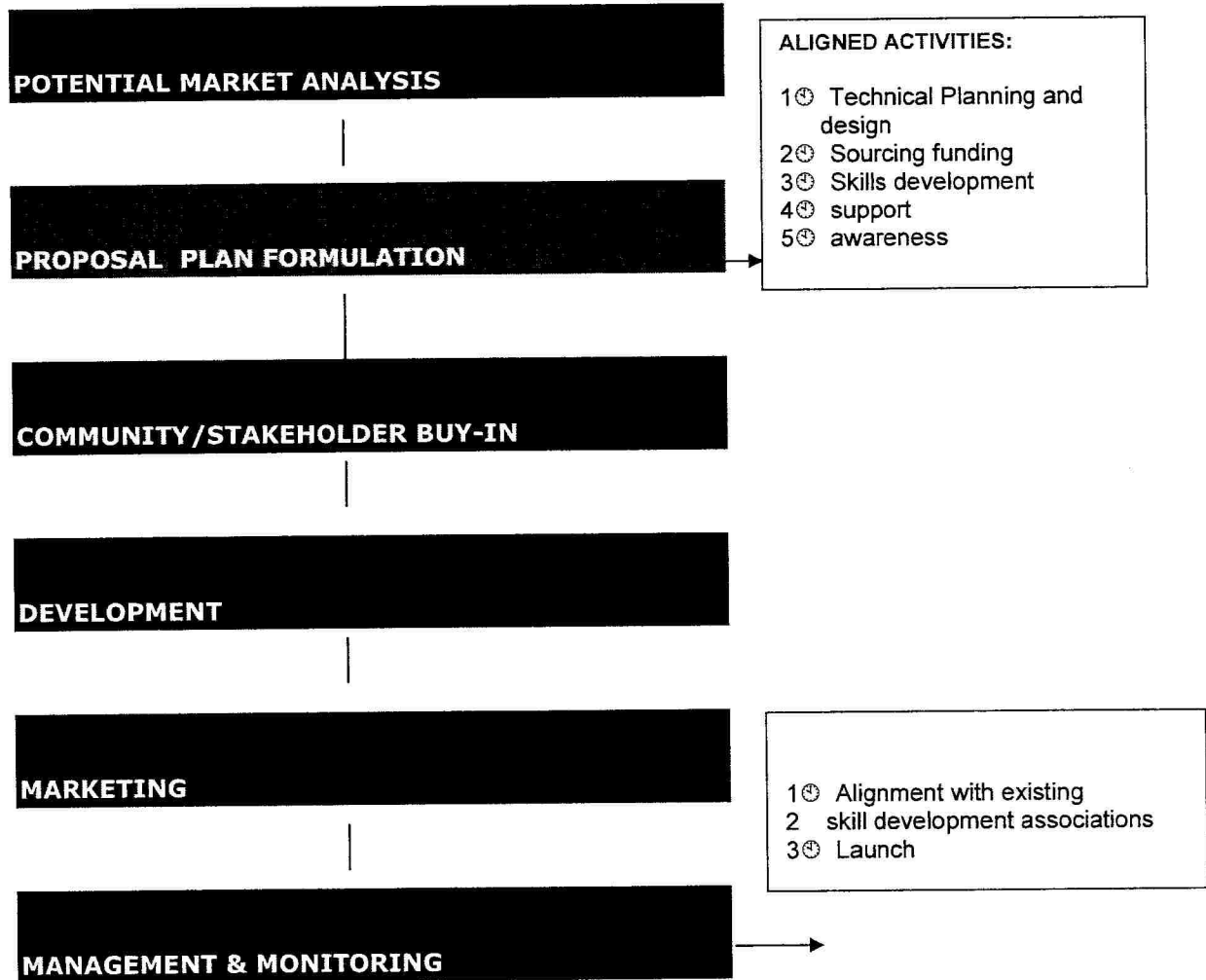
CIC: Finance Manager

Cel: 079 596 4657, **email:** msjozi@gmail.com

Approach and Methodology

The following tables outline the approach that to be followed to execute the project to this point and the way forward.

DIAGRAM 1: OVERALL DEVELOPMENT APPROACH



It will indeed be a pleasure to get associated with a District Municipality like yours. You can contact me on my phone 079 561 2885 or email address - nthandeki@yahoo.com for your queries about this proposal.

We look forward for your reply and will surely respect the decision you will take for this Proposal Letter.

Sincerely,



Ms Barbara Thandeki

CIC: Managing Director

Cel: 079 561 2885

Email: nthandeki@yahoo.com

OR

Ms Zandile Mxaku

CIC: Communication Manager

Cel: 079 258 2444

Email: mxaku@yahoo.com