



STEP

STUDENT TRAINING FOR ENTREPRENEURIAL PROMOTION

STEP 2.0 @ UNIVEN: CALL FOR APPLICATIONS

Call Opening Date: 30 June 2022

Call Closing Date: 22 July 2022

This call solicits proposals from UNIVEN registered students. All registered students at all levels of study are eligible for consideration. STEP entrepreneurship proposals must be novel and innovative, the proposals for businesses may offer services as well as the selling of products. Proposals must demonstrate how they involve and benefit the surrounding communities. Proposals must demonstrate considerations of diversity, including sex as a biological variable and gender as a socio-cultural factor.

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Introduction

The Student Training for Entrepreneurial Promotion (STEP) is a course teaching practical entrepreneurial skills ready for use to succeed in Business life. During the 6-month training, student participants will attend 3 hour long weekly sessions. Students will be expected to build teams and learn step-by-step how to start businesses and realise their own ideas. The groups run their own businesses within and outside the campus. This program is built to benefit and give students industrial attachment, certified hands-on knowledge for entrepreneurial success and the opportunity to start their own businesses. STEP at UNIVEN began in 2019, the 2020 instalment was purely online whilst the 2021 programme was a hybrid between online and physical activities. In all three instalments the programme sought to attract students from all four faculties in the University. The number of students that participate in the programme range between fifty (50) and eighty (80). **In this Call 50 students will be accepted into the programme.**

Students from the following faculties are eligible to apply Faculty of Science, Engineering and Agriculture, Faculty of Management, Commerce and Law, Faculty of Humanities, Social Science and Education and the Faculty of Health Sciences. Students in all levels of study are eligible to apply. Consideration will be given to the representativeness of the student groups, both in faculty and level of study representation.

STEP 2.0 @ UNIVEN is administered by the International Relations and Partnerships (IRP) and the Research and Innovation Directorates. A workshop will be convened for all successful applicants. The workshop will seek to outline the expectations of the programme as well as orientate the students to the objectives and expected outcomes of the programme.

Objectives STEP 2.0 @ UNIVEN

- Promote entrepreneurship at UNIVEN.
- Contribute to the UNIVEN strategic objective (2) of becoming an entrepreneurial university.
- Contribute to the establishment of the UNIVEN entrepreneurship centre.
- Leverage existing international and local partnerships in support of the programme.
- Create strong link(s) with the community and contribute to the fight against poverty and inequality on and off campus.
- Equip STEP participants with entrepreneurship and business skills.

Proposal Requirements

Project proposals must include the following information and must not exceed ten (10) pages:

- a. A clearly articulated business proposal guided by the UNIVEN environment, and community needs.
- b. Specific business objectives and timelines.
- c. Expected outputs and outcomes for the six-month period.
- d. Expected potential impact on campus and beyond.
- e. Marketing and product dissemination/communication considerations for the UNIVEN Community and key stakeholder groups.
- f. A description of how the project will be ethical, inclusive and gender-sensitive or gender-responsive.
- g. Indications of the team composition; must include members from all faculties and must be diverse in terms of the level of study.

- h. Implementation timeline for proposed activities.
- i. **A detailed project budget of up to R2000,00.**

In addition, the following must also be submitted:

- j. The Curriculum Vitae of the designated lead applicant.
- k. A letter of support from the lead applicants faculty; this may be an H.O.D or executive Dean. The letter should specify the nature and level of support expected from the faculty. The letter should also indicate support/endorsement of the proposal submitted.
- l. A list of up to five (5) group members and their CV's as attachments.

Application, Review and Selection Process

Application

- Applications must be submitted to the following email Ms Suzan Sathekge Suzan.Sathekge@univen.ac.za with a copy to Ms Makole Magoro Makole.Magoro@univen.ac.za Applications should be submitted in English.
- Incomplete applications and applications received after the closing date will not be considered.
- Only one application per group can be submitted. Applicants cannot apply to more than one group.
- The application template is attached as Appendix 1.

Review and Evaluation

- A review committee consisting of officials from the IRP Directorate, Research and Innovation, and STEP facilitators will review the submissions.
- The following will be considered during the review and evaluation:
 - Quality of proposal: extent to which the application responds to the scope and requirements of the call; quality of the proposed approach/methods, and appropriate integration of gender and diversity considerations (diversity of the team and in the design and content/approach); expected outputs and outcomes; and appropriateness of the budget.
- Potential impact of proposed activities: timeliness of planned activities; quality of dissemination activities, including plans for collaborating with the UNIVEN community.
- The Review team will apply the following weights to the three categories: Quality of proposal: 50%; Quality of Applicants: 25%; and Impact of the project or potential for upscaling: 25% to generate a final score.
- Each proposal will be assessed by the review team who will assign a numerical score for each of the three categories as abovementioned. Scores will range from 1 (poor quality) to 5 (excellent quality).
- All applicants will receive communication of the outcome of the reviews and evaluation process. However, feedback will not be detailed.
- There will not be an appeals process regarding the outcomes of the review and evaluation process.

Selection

Selection will be made in consideration of the following:

- a. Group composition in terms of level of study.
- b. Group composition in terms of faculty representation.
- c. Group composition in terms of gender and diversity (e.g., people living with disabilities).
- d. Gender and diversity considerations as group leaders.

Each successful group will be expected to sign a contract which stipulates the terms and conditions for the funding. **Each project will be expected to return the start-up capital 4 months into their projects.**

Contacts

For programme/content related queries:

Email: Thabo Dikgale Thabo.Dikgale@univen.ac.za

For application and funding queries:

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