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**MINE HEALTH AND SAFETY COUNCIL
PROPOSAL FOR A PROJECT TO BE FUNDED IN TERMS OF THE
MINE HEALTH AND SAFETY ACT**

MHSC REFERENCE NUMBER
(FOR OFFICE USE ONLY)

1 PROJECT LEADER

PROJECT TITLE	CoE 18... "TITLE"
PROJECT LEADER	
ORGANISATION	
POSTAL ADDRESS	
TELEPHONE:	+27
FACSIMILE	+27
EMAIL:	

2 SUMMARY OF PROPOSAL

WHAT ARE THE EXPECTED RESEARCH OUTCOMES	
HOW WILL THE RESEARCH OUTCOMES IMPROVE HEALTH AND SAFETY IN SOUTH AFRICAN MINING INDUSTRY?	
HOW SHOULD THE RESEARCH OUTCOMES BE IMPLEMENTED?	
NAME THE CHAMPION MINE (S) THAT WILL BE USED IN THIS RESEARCH	

3 SUMMARY OF BUDGET

FUNDING REQUIREMENTS FOR CURRENT YEAR*		Cost (Rand)		
Total project cost (excluding VAT)				
VAT**				
Total project cost (including VAT)				
Less funding from other sources***				
Total funding requested from MHSC (including VAT)				
Project Duration xx months	START	mm/yyyy	END	mm/yyyy

*All MHSC projects are funded for one year, even though the project may be multi-year, the continuation will have to be motivated at the end of Year One.

**VAT registration to be provided, if no VAT registration, then no VAT must be charged.

***List of other funding sources need to be provided.





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4 EXECUTIVE SUMMARY

Provide an executive summary of your proposal

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5 PROJECT BUDGET

FUNDING REQUIREMENTS FOR CURRENT YEAR *	Total Cost (Rand)			
Total project cost (excluding VAT)				
VAT**				
Total project cost (including VAT)				
Less funding from other sources***				
Total funding requested from MHSC (including VAT)				
Project Duration xx months	Start	mm/yyyy	End	mm/yyyy

**All MHSC projects are funded for one year, even though the project may be multi-year, the continuation will have to be motivated at the end of Year One.*

***VAT registration to be provided, if no VAT registration, then no VAT must be charged.*

****List of other funding sources need to be provided.*

POTENTIAL FUNDING REQUIREMENTS FOR FUTURE YEARS*	Total Cost (Rand)		
Number of years remaining after Year 1	<i>Number of Years (alpha and numeric)</i>		
	Year #	Year #	Year 3
Projected costs for remaining years			
VAT**			
Total costs including VAT			
Less funding from other sources ***			
Total funding that could be requested from MHSC Less other funding			
Expected Start as per financial year (20YY/20YY)	20YY/20YY	20YY/20YY	

**All MHSC projects are funded for one year, even though the project may be multi-year, the continuation will have to be motivated at the end of Year One.*

***VAT registration to be provided, if no VAT registration, then no VAT must be charged.*

****List of other funding sources need to be provided.*





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6 RESEARCH METHODOLOGY AND HYPOTHESIS

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7 RESEARCH OUTPUTS

Describe in detail the primary and secondary outputs that are expected to be delivered based on the hypothesis and research methodology previous explained.

7.1 RESEARCH OUTPUTS

(Table below to be completed in full)

No.	MILESTONE	MILESTONE TIMELINES (mm/yy)		COST per MILESTONE (Rand)
		Start date	End date	
1	Project initiation (start-up presentation and report)			10% of total project cost
2				
3				
N	Draft final report (submission)			5% of total project cost
N+1	Final report (approval)			10% of total project cost

7.2 DETAILS OF ENABLING OUTPUTS

Describe in detail the associated initiative or task and associated deliverables for the abovementioned project milestones

MILESTONE	SUPPORTING INITIATIVES PER MILESTONE	DELIVERABLE PER INITIATIVE
1. Project initiation (start-up presentation and report)		
2.	2.1	
	2.2	
3	3.1	
	3.2	
N	Draft final report (submission)	
N+1	Final report (approval)	



7.3 SCHEDULE OF ACTIVITIES

Planned:



No.	Milestone	mm/ yyyy	mm/ yyyy	mm/ yyyy	mm/ yyyy	mm/ yyyy	mm/ yyyy	mm/ yyyy	mm/ yyyy	mm/ yyyy	mm/ yyyy	mm/y yyy	mm/y yyy	mm/y yyy
1	Project initiation													
2														
3														
N	Draft final report													
N+1	Final Report													





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8 TRANSFER OF RESEARCH OUTCOMES FOR IMPLEMENTATION

Provide a detailed description of the manner in which this research will be disseminated.

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9 FINANCIAL SUMMARY

A detailed summary of the project costs are required.

Focus will be on:

- Human Resources (Details in Annexure 1)
- Capital Equipment (Details in Annexure 2)
- Operating Costs (Details in Annexure 3)
- Sub-contractor costs

No.	Milestone	Milestone timelines (mm/yy)		HR costs	Operating Costs	Sub-contractor costs	Capital costs	Total
		Start	End					
1	Project initiation							
2								
3								
N	Draft final report							
N+1	Final Report							
Total								

9.1 SUB-CONTRACTORS

If applicable, list all sub-contractors

Name of sub-contractor	Activity	Sub-contractor amount (Rands)
Total		

9.2 OTHER SOURCES OF FUNDING

If applicable, any funding obtained from alternate sources needs to be provided in detail. Comment is required on the nature of the support, the amount, the commitment or expectation as a result of the support.

Organisation	Nature of support and commitment in return	Amount (Rands)
Total		





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10 DETAILS ON PROJECT TEAM

- *Details required on the project team that will be involved in the project.*

1.Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	

2.Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	

3.Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	

4.Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	

5.Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	

6.Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	





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7. Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	

8. Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	

9. Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	

10. Name and Surname	
Role in Project	
Citizenship	
Demographic Classification	
Qualification	
Experience in field of expertise	
Relevance to the project	
Percentage of time/involvement in project	





12. DECLARATION BY THE PROPOSING ORGANISATION

I, the undersigned, being duly authorised to sign this proposal, herewith declare that:

- The information given in this proposal is true and correct in every particular.
- This Organisation has the basic expertise and facilities required for satisfactory completion of the project and will adhere to the program of activities as set out in this proposal.
- The costs quoted are in accordance with the normal practice of this Organisation and can be substantiated by audit.

Signed on this _____ day of _____ 2014 for and behalf of

SIGNATURE: _____

NAME: _____

DESIGNATION _____

