

MOTIVATION TEMPLATE

DEET DISABILITY EMPOWERMENT FUND – EASTERN CAPE

Compulsory attachment: minimum of two full pages

Your completed motivation must be at least two full pages, excluding this guidance page and supporting documents. Replace the prompts with complete paragraphs, provide specific evidence and attach the signed motivation to the application form.

How to use this template

- Use the headings provided and write in full sentences and paragraphs.
- Explain your actual circumstances; do not submit only short bullet points.
- State exactly what materials/equipment are requested and why they are necessary.
- Show the expected economic, employment and disability impact.
- Explain how the business/project will remain sustainable.
- Sign and date the final motivation.

Applicant/entity name	
Application category	
Business/project name	
Telephone/email	
Physical address	
Municipality and district	

MOTIVATION FOR SUPPORT

To: Disability Economic Empowerment Trust (DEET)

Re: Application to the DEET Disability Empowerment Fund

Applicant: [Insert full name/entity name]

Category: [Insert selected category]

1. Introduction and Applicant Background

[Introduce yourself or the entity. Explain your disability ownership/control, location in the Eastern Cape, how long the business/project has operated, and the main work undertaken.]

Write your response below:

2. Business or Project Need

[Describe the business/project, the problem or opportunity being addressed, current challenges, and why support is needed now.]

Write your response below:

3. Materials and/or Equipment Requested

[List and describe the requested items. Explain what each item will be used for and why the business/project cannot achieve its objectives without them.]

Write your response below:

4. Expected Economic and Disability Impact

[Explain how the support will increase production, income, service delivery or market access; retain or create jobs; and benefit Persons with Disabilities and the wider community.]

Write your response below:

5. Viability and Sustainability

[Explain how the business/project generates or will generate income, who the customers/beneficiaries are, how operating costs will be covered, and how the equipment will be maintained and used over the long term.]

Write your response below:

6. Applicant Capacity and Commitment

[Describe relevant experience, skills, qualifications, achievements, partnerships and the applicant's commitment to implementing the proposed activities and complying with monitoring requirements.]

Write your response below:

7. Conclusion and Request

[Summarise why the application should be approved, the value of the requested support and the expected results. Confirm that no cash is requested and that the applicant accepts materials/equipment procured by DEET.]

Write your response below:

Declaration

I confirm that this motivation is accurate, that the requested items have not been funded by another source, and that the support will be used only for the approved purpose.

Full name	
Capacity/position	
Signature	
Date	

Final check before submission

- ☐ Motivation is at least two full pages
- ☐ Business plan is attached
- ☐ Application form is completed and signed
- ☐ Three comparable supplier quotations are attached
- ☐ All applicable supporting documents are attached