



PROJECT INITIATION REPORT

PROJECT DETAILS

Project Name	Test_112
Location	Breede Valley Local Municipality
Sector	Technology
Department	Western Cape Government
Project Owner	Poonam Yawalkar
Project Manager	Poonam Yawalkar

BACKGROUND & JUSTIFICATION

Higher education plays a critical role in driving socio-economic development, innovation, and social mobility. In an increasingly knowledge-based global economy, access to quality post-school education is essential for building a skilled workforce capable of responding to national development priorities, technological advancement, and labour-market demands. Despite progress in expanding access to higher education, significant challenges remain. Many students—particularly those from historically disadvantaged, rural, and low-income communities—continue to face barriers related to affordability, academic preparedness, inadequate student support services, digital exclusion, and limited access to accommodation, transport, and learning resources. These constraints contribute to high dropout rates, extended time to completion, and unequal graduate outcomes.

PROJECT SCOPE

The scope of work outlines the activities and interventions required to strengthen access, retention, success, and employability within higher education through comprehensive student support systems.

1. Programme Design & Planning

- Conduct baseline assessments to identify student needs, institutional gaps, and priority support areas.
- Align programme objectives with national higher education and skills development policies.
- Develop an integrated student support framework covering academic, financial, psychosocial, and career support.
- Define implementation plans, performance indicators, and reporting structures.

2. Access & Financial Support

- Support administration and optimisation of student funding mechanisms (e.g. bursaries, grants, loans).
- Facilitate financial literacy programmes for students.
- Assist eligible students with application processes for funding and scholarships.
- Implement emergency financial support mechanisms for at-risk students.

3. Academic Support & Student Success

- Establish tutoring, mentoring, and supplemental instruction programmes.

- Provide academic skills development (study skills, digital literacy, research writing).
- Implement early-warning and academic monitoring systems to identify students at risk.
- Support curriculum-aligned academic development initiatives.

4. Digital Learning & Infrastructure Support

- Improve access to digital devices, connectivity, and online learning platforms.
- Support learning management systems and digital content development.
- Provide training for students and staff on digital teaching and learning tools.
- Promote inclusive digital access for students with disabilities.

OBJECTIVES & KEY FOCUS AREAS

OBJECTIVE	KEY FOCUS AREA
Consistent Public-Private strategic value for all WC infrastructure stakeholders	• Prioritising Infrastructure for Maximum Impact • Enhancing Private Sector Partnerships • Addressing Climate Change & Sustainability
Infrastructure Monitoring & Evaluation	• Strengthening Municipal Infrastructure • Enhancing Private Sector Partnerships • Innovation & Futures Planning

PROJECT TIMELINE & COST

Estimated Duration	5 Year(s) & 6 Month(s)
Estimated Start Date	31 Jan 2026
Estimated Amt	R 32,064,548

SUBMISSION & APPROVAL

Self Approved By: **Poonam Yawalkar**

Self Approved On: **29 Dec 2025 07:30:53 AM**

Submitted By	
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