ICT SCHEME FOR COOPERATIVE SOCIETIES

A. DETAILS OF THE SCHEME
Under the Scheme, cooperative societies will benefit from a grant of 75% up to a maximum of Rs50,000 per cooperative society for the procurement of laptops, personal computers, printers, scanners, projectors and any other IT related equipment.

B. OBJECTIVES OF THE SCHEME
- Improve the IT facilities for cooperative societies.
- Encourage cooperative societies to make efficient use of IT facilities to increase efficiency, carry out online transactions/activities and reduce paperwork.

C. ELIGIBILITY CRITERIA
(a) The applicant should:
   (i) be active and compliant to the Co-operatives Act 2016;
   (ii) keep a proper record of its business transactions and should not be under any inquiry; and
   (iii) have paid any sum due to the Cooperative Development Fund CDF.

(b) The applicant should not have benefitted from this ‘CDF ICT Scheme for Cooperative Societies’ for the last two (2) years as from the date of application.

D. CONDITIONS OF THE SCHEME
(a) The application should be recommended by the Registrar of Cooperative Societies;
(b) The item/s being financed should be as per specifications submitted when making application;
(c) The items being financed should be registered in the name of the cooperative society and used solely for the activities of the society;
(d) The items being financed should be registered in the Inventory of the society;
(e) The society should submit to the Secretary, CDF the requested receipts and documents with respect to the procurement of the ICT equipment financed by this scheme; and
(f) The society should strictly follow all its procurement procedures for the purchase of the ICT equipment.

E. OPERATION OF THE SCHEME
The Scheme will be operated by the CDF and the Ministry of Industrial Development, SMEs and Cooperatives (Cooperatives Division).
The applicant should fill in and submit the appropriate application form together with the following supporting documents to the Secretary of the CDF:

- A copy of the Minutes of Proceedings of the meeting where approval has been obtained for the purchase of the IT equipment and for applying for financial assistance under this scheme
- Quotation/s and specifications of IT equipment
- Audited Financial Statements for the last two years

The CDF reserves the right to cease the operation of the Scheme for reasons which it may deem appropriate, including financial constraints without the CDF having any obligation to assign any reason whatsoever.

**F. DISBURSEMENT OF FINANCIAL ASSISTANCE**

Upon approval, the applicant is requested to:

*either*

(a) make payment of its contribution to the supplier/s or the service provider/s; and
(b) thereafter submit to the CDF relevant original invoice/receipt and bank details of supplier/s or the service provider/s for disbursement of the financial assistance by the CDF to the supplier/s or the service provider/s.

*or*

(a) make full payment of the items being financed by the scheme; and
(b) thereafter submit to the CDF relevant original receipt/s and bank details of the beneficiary cooperative society for refund of the financial assistance by the CDF to the beneficiary cooperative society.

**G. CONTACT DETAILS**

The Secretary, Cooperative Development Fund
Ministry of Industrial Development, SMEs and Cooperatives (Cooperatives Division)
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Port Louis
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