



INTEGRATED HUMAN RESOURCE DEVELOPMENT PROGRAMME

EXPRESSION OF INTEREST 2019/2020

INTRODUCTION

The Integrated Human Resource Development Programme [IHRDP] was established in 2000 in consultation with the International Labour Organization and is now administered under the Ministry of Industry, Trade and Tourism to support employment creation in peri-urban, rural areas and remote areas of Fiji.

The Programme provides grant funding on one third (community)-two thirds (Government) basis for income generating projects [IGPs].

WHO CAN APPLY

Assistance is rendered to new and existing groups and community-based enterprises for improvement of livelihoods with a focus on supporting Micro, Small and Medium Enterprise [MSMEs] development.

The government assistance is open to all groups and communities with 10 or more members, aged 18 years and above and residing in the peri-urban, rural and remote areas of Fiji.

Grant funding components that are available have a minimum threshold of \$25,000 to a maximum of \$100,000.

The Ministry of Industry, Trade and Tourism invites eligible groups, registered businesses and tikina/district based communities to apply for grants in the 2019/2020 financial year.

HOW TO APPLY

Application form and Guidelines can be accessed via www.mitt.gov.fj.

Alternatively, forms will be available at the following locations:

- 1) Ministry of Industry, Trade and Tourism: Level 3, Civic Towers, Victoria Parade, Suva;
- 2) Department of Co-operatives Business: Lami Training College, Sigatoka, Lautoka, Labasa and Savusavu;
- 3) Office of the Provincial Administrators: Ba, Bua, Cakaudrove, Kadavu, Lau, Lomaiviti, Macuata, Nadroga, Naitasiri, Namosi, Ra, Rewa, Serua and Tailevu;
- 4) Office of the Provincial Offices: Ba, Savusavu, Levuka, Sigatoka, Rakiraki, Nausori, Labasa, Navua, Serua and Nabouwalu; and
- 5) IHRDP Divisional Managers under the respective Divisional Offices:

CENTRAL	EASTERN	NORTHERN	WESTERN
Mohammed A Khan	Katalaini Waibuta	Mereseini L Vakarau	Rusieli C Mua
IHRDP Divisional Manager Central	IHRDP Divisional Manager Eastern	IHRDP Divisional Manager Northern	IHRDP Divisional Manager Western
Level 2 Civic Tower,	Level 2 Civic Tower,	Raobe Building, Labasa	Rogorogoivuda House, Lautoka

Victoria Parade, Suva Mobile: 9904341 T: 3212645 E: mkhan@govnet.gov.fj	Victoria Parade, Suva M: 9904335 T: 3212645 E: kwaibuta@govnet.gov.fj	M: 9904337 E: mvakarau@govnet.gov.fj	M: 9904340 E: rcaginavanua@govnet.gov.fj
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SUBMISSION OF APPLICATIONS

Completed application form with all required documentation can be submitted to the above addresses or as follows:

Mail to:

or

Hand Deliver to:

The Permanent Secretary
Ministry of Industry, Trade and Tourism
Tourism
P.O. Box 2118
Government Building
SUVA

The Permanent Secretary
Ministry of Industry, Trade and
Level 3 Civic Tower
Victoria Parade
SUVA

OR applications can also be sent to the nearest IHRDP Division Office above.

ALL APPLICATIONS ARE TO BE SUBMITTED BEFORE 4:00PM ON 30 APRIL 2019.

LATE APPLICATIONS WILL NOT BE CONSIDERED.

For any further information, please contact the respective IHRDP Divisional Managers or Senate Vunakece on 3305411 or email sinate.tamanivulagi@govnet.gov.fj