

FREQUENTLY ASKED QUESTIONS FOR FULL INCUBATION PROGRAMME

Incubation Service Provision

1. What is Zantchito Entrepreneurship?

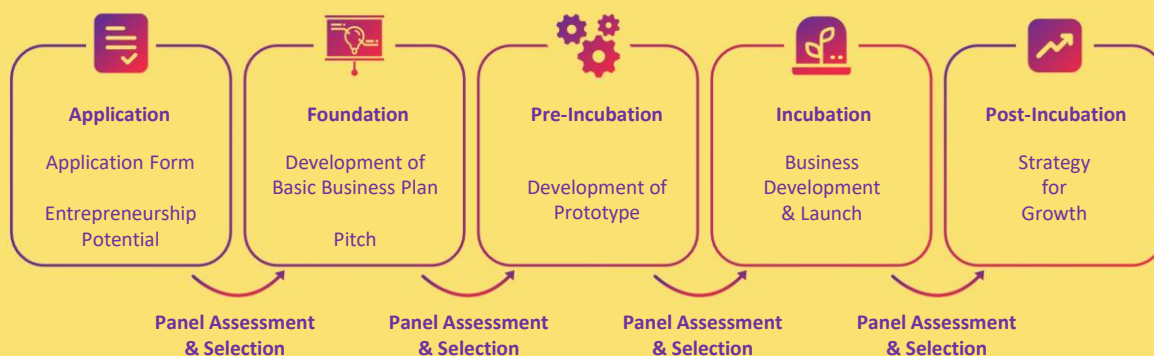
Zantchito Entrepreneurship is a business incubation programme that assists entrepreneurs in Malawi to establish sustainable enterprises and create formal job opportunities. The programme collaborates with partner business incubators to provide incubation support and Business Development Services to entrepreneurs.

Zantchito Entrepreneurship runs two incubation programmes:



2. What support will I receive through the full incubation programme?

The full incubation programme will provide business incubation support, split into four phases of delivery: foundation, pre-incubation, incubation and post-incubation. The phases of incubation support and the expectation of achievement by the participant is shown in the diagram below.



3. What specific resources and support will the programme offer?

Incubation services will be provided through the set curriculum of the business incubator. The cost of the provision of this incubation service and its associated support (such as prototyping materials) will be covered by Zantchito Entrepreneurship. The specific items and activities that will be supported will be determined according to the bespoke needs of each entrepreneur.

Examples of support that may be received through the programme include:

- a range of business development services, for example the preparation of a business plan, a marketing plan, sales strategy etc.
- resources for prototyping and product development
- payment of the incubation service charge to the relevant partner incubator.

4. Will I receive any monetary support through the full incubation programme? Will I receive any funds directly?

No, there is no cash grant provided by Zantchito Entrepreneurship, no funds are received directly by participants.

The full incubation programme provides a business development support package to entrepreneurs according to the specific needs of the individual entrepreneur and their business idea.

5. Am I guaranteed to receive support at each phase of incubation?

No, a participant in the programme is not guaranteed to move through each of these phases. At the end of each phase, the applicant will be assessed and selected in order to move to the next phase of support.

6. Will I get a certificate upon completion of the programme?

No, certificates will not be given at the end of the programme.

FREQUENTLY ASKED QUESTIONS FOR FULL INCUBATION PROGRAMME

Application and Eligibility

7. How do I apply to the full incubation programme?

When a full incubation programme is launched by Zantchito Entrepreneurship, a Call for Ideas will be released and widely publicised by each of the programme's partner incubators.

You can respond to an incubator's Call for Ideas by either completing an Application Form online or by physically collecting and submitting an Application Form from the premises of the incubator.

8. How do I know if I am eligible to apply for the Zantchito Entrepreneurship Full Incubation Programme?

The full eligibility criteria can be found at [\[insert link\]](#). To be eligible to apply you must:

- Have a currently valid National ID and must be able to provide a copy of your photo ID card.
- Be between 18-35 years old on the date that the Call for Ideas was released.
- Be literate in either English, Chichewa or Chitumbuka, you do not need to have an MSCE.

9. How do I know if my application has been successful?

If your application is successful, then you will be contacted by the incubator to which you applied and invited to complete a review of your entrepreneurship readiness. Following this, final selection of incubates will be completed.

10. Can I apply to more than one Zantchito Entrepreneurship incubator at the same time?

Yes, you may apply to more than one Zantchito Entrepreneurship incubator at the same time, however, should you be successful you may only participate in one programme and therefore you must withdraw from all other programmes.

11. What is meant by an Idea-Stage Entrepreneur?

An Idea-Stage entrepreneur is someone who is in the very early stages of starting a business. The entrepreneur may be developing and testing their business idea but is yet to have commenced business activity and has not yet generated any revenue from the business.



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Participation in the Full Incubation Programme

12. What is the timeline for the full incubation programme?

The timeline from application through to exit at the end of post-incubation is estimated to be around six months, however this may vary depending on changes to the implementation context.

13. Where will the incubation services be provided?

The incubation services will be received at the premises of the incubator and supplemented by online classes and support as is appropriate.

14. Will my food, accommodation and transport costs be covered by the programme?

No, the participants that have been selected for the programme are expected to meet their own cost of travel, accommodation and food.

15. What is the level of involvement and engagement expected from the entrepreneur during the programme?

Participants in the programme are expected to be available on a full-time basis. Participants who do not commit to the programme and who miss sessions will not progress to the next phase of support.

16. Who will we work with on a day-to-day basis?

The Business Development Officer for Zantchito Entrepreneurship at each business incubator will be the main point of contact for participants in the programme.

You will also work alongside BDS providers and other incubator staff members depending on the nature of support required.

17. I share the business idea / run the business with another person, can we both participate in the programme?

No, multiple team members cannot participate, only the lead applicant may participate in the programme.

18. How is participation in the incubation programme managed?

Upon being selected as a participant in the incubation programme, an incubation support agreement will be signed with the relevant business incubator.

19. What do I do if I do not understand parts of the programme?

If you do not understand parts of the programme then you should talk to the Business Development Officer at your incubator. You can also contact Zantchito Entrepreneurship at any time at info.zantchito@cadmusgroup.com

20. Can I raise a concern about my participation in the programme?

Yes, you can.

Zantchito Entrepreneurship has a grievance policy which enables individuals in the Zantchito Entrepreneurship programme to formally report inconsistencies or concerns, aligning with UNDP Malawi's existing corporate policies and ensuring visibility at all incubators. The grievance policy can be assessed either at your incubator or online here.

