Application Form

Arts and Culture

Financial Year: 2022 /2023

Background of Support Funding Programme:

Community based Arts and Cultural organisations apply for the Community Support Funding Programme on appearance of an advertisement in the local newspapers, on notice boards and on the website of the municipality.

Please note: To qualify for funding you need to comply with the following and all the relevant documentation needs to accompany your application

1. Certified copy of Registration documents
2. Project Proposal
3. Signed and adopted constitution and organisational structure
4. Copy of your latest signed Annual General Meeting (AGM) minutes
5. Latest signed audited financial statements
6. Signed banking details form
7. Completed Declaration of Interest
8. Supplier Database form
9. Tax Clearance Certificate

Also note that upon successful application, your Organisation will be required to participate in any event or festival as and when arranged by the Municipality.

Funding Categories

FUNDING CATEGORY	PROGRAMME / PROJECT	FUNDING OUTCOME
1. Performance and celebration	Choreographic works, technical training, scriptwriting, circus, performances, comedy, magic, mime, puppetry, poetry, drama plays, storytelling, musical theatre, music tuition/compositions/ conferences/ arrangements etc., festivals incl. Literary festivals, Touring productions, and exhibitions in South Africa and abroad.	• Exposure and talent identification. • Skills training and art teaching. • Job creation. • Increase participation of designated groups.
2. Visual arts and crafts	Fine arts, Craft designs and development, Public Art, Photography, Gallery exhibitions.	• Increase in new artistic work and creativity. • Job creation. • Community involvement and awareness.
3. Books and Press	Poetry writing, writer's grants, creative writing (autobiographies, Children's literature, folklore, short stories, Book Fairs, Literary magazines, Publishing subsidies for publishing houses).	• Develop and encourage new writers. • Promote creativity. • Preservation and recording.
4. Audio- Visual	Film and Video, television and radio, sound recording, Games, cartoons.	• Innovation. • Products produced- positive messaging on social issues. • Educational value.
5. Design and creative services	Graphic – animation and multimedia design Fashion Design.	• Original works unique to the Western Cape. • Innovation. • Skills Transfer.
6. Installation and Logistics services	Setting up of equipment, including staging etc. Logistical arrangements for events, functions, or festivals	• Promote support • Develop local capacity
7. New Works	Any discipline or medium- Reflective of Culture and indigenous arts.	• Increased awareness and knowledge. • Inclusiveness. • Cultural awareness, promotion, and preservation. • Demonstrates appreciation of and respect cultural expressions.

1. BASIC INFORMATION

1.1 Name of Organisation:

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1.2 Physical Address:

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1.3 Postal Address:

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OWNER'S SIGNATURE	**DATE**

1.4   Website/Email Address:

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1.5   Legal Status of Organisation (NPO, CBO etc.)

_____

1.6   Organisation Registration Number (If applicable)

_____

1.7   Details of Contact Persons

Name of Contact Person:	
Position:	
Tel:	
Fax:	
Mobile:	
Physical Address:	
Postal Address:	
Email:	

2 DESCRIPTION OF ORGANISATION

2.1 Mission of Organisation :

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2.2 Objectives of Organisation :

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2.3 Provide a background of the project you wish to acquire funding for (include information about when it started, how it started, who initiated it and why)

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2.4 Provide background of the area in which the project will be implemented (including information on what impact the project will have in this area)

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2.5 Main activities of project (current/future)

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2.6 What is the estimated cost of the project?

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2.7 How much funding do you require for the project? (Please provide an itemized breakdown)

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3   FUNDING MOTIVATION

3.1 What community problems/issues will the project address?

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3.2 What other projects like yours exists in your community/targeted area?

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3.3 How is your project different from ones that already exist in your community/targeted area?

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3.4 Describe your project's target group and explain why you have chosen this group.

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3.5 How did you identify the target group?

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3.6 Describe the impact that your project will have on people in your community/targeted area

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3.7 How will you promote your project to people in your community/targeted area?

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3.8 **How will you link your project to the unique character of the Breede Valley and South African context?**

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4   OWNERSHIP

4.1   Is the community involved in the project; if so, to what level?

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5   SUSTAINABILITY

5.1   Who are your partners and how are these partners contributing to the project?

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5.2   What other funding sources does your project have?

Source of Funding	Year Funded	Amount Funded

6   CHECK LIST

6.1   Please check if you have the following

Nr	Documents Required	Yes	No
1	Certified copy of your Registration Documents		
2	Project Proposal		
3	Signed and adopted constitution and organisational structure		
4	Copy of your latest signed Annual General Meeting (AGM) minutes		
5	Latest signed audited financial statements		
6	Signed banking details form		
7	Completed Declaration of Interest		
8	Supplier Database form		
9	Tax Clearance Certificate		

Application submitted by (Name & Surname):
_____

Signature:

_____

Date of submission:

_____