



APPLICATION FORM FOR ARTS ORGANISATIONS/ARTISTS

Form A

FOR THE FUNDING UNDER THE SUPPORTING GRANT SCHEME

This form is to be completed by arts organisations only.

Organisations complete part 1; individual applicants complete part 2.

Business sponsors should use application form **B**.

Please type in your answers or write clearly in block capitals. Please use extra sheets if you need to add any further information, numbering all answers and extra sheets.

Please contact BASA if you need any help in completing this form. Telephone 011 447 2295 or fax 011 447 2364. Email info@basa.co.za.

INCOMPLETE FORMS WILL NOT BE ACCEPTED

This information is treated in strictest confidence

DOCUMENTS TO BE ATTACHED

Memorandum and Articles of agreement / Constitution

Audited accounts or most recent financials

Two column project budget itemising projected expenditure

Anticipated income (including sponsorship or donations)



APPLICATION FORM FOR ARTS ORGANISATIONS/ARTISTS

Form A

FOR THE FUNDING UNDER THE SUPPORTING GRANT SCHEME

If NO, please explain why and outline how you keep your accounting records.

Are you registered? Yes No

If YES, please supply registration number.

Please supply income tax number, if applicable.

Are you registered as a not-for-profit? Yes No

Q1f
This section must
be completed in
full.

f. Do you have a bank account? Yes No

If YES, please give account details which any supporting grant should be paid into

Account name:

Bank:

Branch:

Account Number:

Type of Account:

g. Do you receive any funding from any public bodies such as NAC, DAC, Lotteries, etc Yes No

If YES, please list below

Name of public body:	Purpose of funding:

h. Are you an amateur organisation to whom question e. does not apply? Yes No



APPLICATION FORM FOR ARTS ORGANISATIONS/ARTISTS

Form A

FOR THE FUNDING UNDER THE SUPPORTING GRANT SCHEME

- i. Please provide at least three references from previous funders or community leaders, and give details of where BASA may contact these referees.



APPLICATION FORM FOR ARTS ORGANISATIONS/ARTISTS

Form A

FOR THE FUNDING UNDER THE SUPPORTING GRANT SCHEME

2. YOU, THE INDIVIDUAL APPLICANT

a. Full name and surname:

b. Date of birth:

c. Identity number:

d. Please supply income tax number, if applicable:

e. Nationality:

f. Postal Address:

Physical Address:

Telephone:

Fax:

E-mail:

g. Profession/occupation:

Please give account name, bank, branch and account number into which any supporting grant should be paid.

NO GRANT MAY BE PAID TO A PERSONAL ACCOUNT, UNLESS FUNDS ARE RING-FENCED.

h. References (Please attach at least three references); please give names and contact telephone/fax numbers/email.

Q2d

The Commissioner for the South African Revenue Service requires BASA to disclose all supporting grants made, and to issue IT3(a) certificates to all recipients of grants.



APPLICATION FORM FOR ARTS ORGANISATIONS/ARTISTS

Form A

FOR THE FUNDING UNDER THE SUPPORTING GRANT SCHEME

4. MOTIVATION FOR A SUPPORTING GRANT

a. Who, from the business or private sector, has agreed to sponsor this project?

Please list all business and private sector sponsors for this project and the amount given.

b. Has the money already been paid to you?

c. Who is the contact person at the sponsoring business?

What is his/her title or position?

Address:

Telephone:

Fax:

E-mail:

d. How did you secure this sponsorship?



APPLICATION FORM FOR ARTS ORGANISATIONS/ARTISTS

Form A

FOR THE FUNDING UNDER THE SUPPORTING GRANT SCHEME

6. IS YOUR PROJECT INTENDED TO DO ANY OF THE FOLLOWING?

Q6

This information is a useful guide for the Annual Business Day/BASA Awards for businesses and the arts.

(Please tick where applicable)

- Increase access to the arts, i.e. Bring new audiences to art forms or new art forms to audiences; offer specific access to disabled people; develop a new education programme; interaction between arts groups and/or schools with the local community.
- a. Offer strategic opportunities to the sponsoring business, in terms of marketing or promotions.
- b. Encourage long-term/ongoing sponsorship of the project in order for it to develop.
- c. Develop an interest in the arts among the youth.
- d. Educate through the arts.

7. BASA AWARDS

The BASA Awards recognise and encourage excellence and innovation in the field of business support for the arts. I herewith give BASA permission to automatically enter our sponsors' support of this arts project into the next BASA Awards.

Yes

No

8. ARTS ORGANISATIONS DECLARATION

(to be signed by an authorised signatory of the organisation and not an agent)

I hereby certify that all the information given on this application form is accurate and complies with the rules of the scheme, which I agree to be bound by. If a supporting grant is received I undertake:

- a. to maintain accurate accounting records
- b. to provide an audited statement (if required) showing how the grant has been used
- c. to provide a full and detailed report-back to BASA in line with the template provided.
- d. to implement any conditions attached to the grant by BASA
- e. to credit the BASA Supporting Grant Scheme in the manner prescribed



APPLICATION FORM FOR ARTS ORGANISATIONS/ARTISTS

Form A

FOR THE FUNDING UNDER THE SUPPORTING GRANT SCHEME

- f. BASA reserves the right to conduct an independent audit of the project, using an audit firm appointed at its sole discretion

Signature

Print name

Position

Date

On a grant being made, this application form together with the rules will form a legally binding contract between you and BASA.

