

MINISTRY OF ARTS AND CULTURE

*7th Floor, Renganaden Seeneevassen Building
Cnr Jules Koenig & Pope Hennessy Streets, Port Louis
Tel: 212 2112; Fax: 2110681
Website: <http://culture.govmu.org>*

Guidelines and Conditions for Eligibility

Assistance Scheme for Artists up to a ceiling of Rs 40,000/- Production of audio CDs as from financial year 2018 - 2019

1. Scope of this Scheme

This Scheme aims at supporting the production of Audio CD – formats through an Assistance Scheme of up to a ceiling of Rs 40,000. Application for grants will be considered throughout the year without any call for proposal.

2. Application Form

Application Forms may be collected from

- (i) Artists Desk of the **Ministry of Arts and Culture, 1st Floor, Renganaden Seeneevassen Building, Cnr Pope Hennessy and Maillard Streets, Port Louis;**
- (ii) **Serge Constantin Theatre – Vacoas ;**
- (iii) **Centre de Formation Artistique – Pointe Canon, Mahebourg ;**
- (iv) **Conservatoire National de Musique François Mitterrand – Quatre Bornes or**
- (v) downloaded from the website of the Ministry of Arts and Culture
<http://culture.govmu.org>

The Application Form together with supporting documents, as listed below, should be submitted in person to the Artists Desk of the **Ministry of Arts and Culture**.

3. Documents to be submitted together with the Application Form

- (i) Copy of Birth Certificate and National Identity Card of the applicant and all artists participating in the project.
- (ii) Copy of Registration Certificate from the Ministry of Arts and Culture and the Mauritius Society of Authors (MASA) for the group of artists or individual artist as applicable. Artists not having registered with the Ministry of Arts and Culture and

the MASA shall, prior to submission of the application for grant, submit their request for registration at the Artists Desk at the Ministry of Arts and Culture.

- (iii) A valid Membership Card from the MASA may be accepted in lieu of the copy of Registration Certificate from Mauritius Society of Authors (MASA).
- (iv) Copy of the 'Déclaration d'oeuvres' from the MASA.
- (v) A letter from the MASA, certifying that the album for which assistance is being sought, has not been released.
- (vi) Quotation from ONE recording studio (having been in operation for at least one year) along with the relevant copy of Business Registration Card and/or appropriate licence.
- (vii) Breakdown of all related expenses.
- (viii) Four (4) copies of lyrics (texts of songs), neatly typed or in a legible handwriting.
- (ix) Documentary evidence on past experience of applicant in the field of the project, such as press cuttings and titles/number of similar works produced, if applicable.

4. Project Details

- (i) Applicant should submit three (3) copies of the *maquette* of audio CDs.
- (ii) The project should contain a minimum of 8 songs.
- (iii) The duration of album should be at least 30 minutes.
- (iv) Priority will be given to projects which are:
 - Creative and original;
 - Relevant to local context and themes;
 - Geared towards the preservation and promotion of cultural heritage; and
 - Designed for the promotion of artistic creativity.

5. Conditions

- (i) Applicant should be of Mauritian Nationality.
- (ii) Upon approval conveyed for the assistance, the 'Ministry of Arts and Culture' should be printed on the *pochette* of the audio CD and also appear as sponsor in

all publicity/ project materials. Failure to abide by this condition will lead to non-payment of agreed assistance.

- (iii) Artists will be eligible for the grant every 2 years.
Once artists have benefitted from the grant, they will be eligible for the next grant only after 2 years as from the date of disbursement of the amount.
 - (iv) Projects completed prior to the date of application (Final audio CDs) will not be considered.
 - (v) It is the responsibility of the artists to ensure that any copyright issues regarding their projects, have been dealt with by parties concerned.
 - (vi) Claims for payment of approved projects should be submitted within the financial year the project was approved.
 - (vii) Upon approval of their projects, artists should submit the following:
 - a) Two (2) originals of their Final audio CDs;
 - b) Claim for payment;
 - c) Copy of receipts from the MASA as evidence that a minimum of 100 holograms for the projects have been purchased;
 - d) Receipts of expenses incurred for the realisation of the projects (*pochette, casing, pressage* etc)
- Note: A minimum of 100 holograms purchased and affixed on the final product is a compulsory condition for the grant, as the objective of the project is to ensure that the audio CD is put on sale.
- (viii) Any document and/or any other material submitted at the time of application shall become the property of the Ministry of Arts and Culture and shall not be returned to the applicant.
 - (ix) Payment shall be made to the applicant who shall be responsible for settlement of claims in connection with the production of the CD.
 - (x) The onus for submitting all required documents within the timeframe shall rest on the applicant.

- (xi) The decision of the Ministry on the project shall be final and irrevocable. Same condition shall apply at any stage of the process up to the payment stage.

6. Projects not eligible under this Scheme

- (i) Projects relating to religion and religious belief.
- (ii) Controversial projects in terms of politics and social issues.
- (iii) Projects which are inconsistent or in contravention with public defense, public safety, public order, public health and public morality.

7. Incomplete applications as well as applications not made on the prescribed form will not be accepted.

Disclaimer:

- (i) The Ministry shall at no point in time be responsible for any copyright infringement made by the applicant.**
- (ii) The Ministry reserves the right to award assistance only to the compliant applications.**

12 October 2018

**Ministry of Arts and Culture
7th Floor, R. Seeneevassen Building
Cnr Pope Hennessy and Maillard Streets
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Louis**