



Application Form – Valid for Eighth Call only

Deadline for submission of applications: Monday, 30 October 2023

Application forms and Guidelines for the National Arts Fund Grants are available at the National Arts Fund office, 1st Floor, Renganaden Seeneevassen Building, Cnr. Pope Hennessy and Maillard Streets, Port Louis and can be downloaded from the website of the Ministry of Arts and Cultural Heritage at www.culture.govmu.org

In case space provided in the Application Form under the different sections is not sufficient, applicants must provide all information on separate sheets of paper with clear indications/headings.

PLEASE REFER TO THE NATIONAL ARTS FUND GUIDELINES BEFORE FILLING IN THE APPLICATION FORM.

Applicants shall submit their application and supporting documents at the following address:

**Chairperson
National Arts Fund
1st Floor, R. Seeneevassen Building
Cnr. Pope Hennessy and Maillard Streets
Port Louis
Telephone Number: 210 2890**

Applicants who wish to submit their application forms in person are advised to book an appointment for the submission of form before coming.

National Arts Fund Grant

The National Arts Fund (NAF) has set up the following Grant Schemes:

	Grant Scheme	Frequency	Maximum value (Whichever is the lower)
A	Emerging Talents Grant	Three calls per year One-time Grant	90 % of PV* with ceiling of Rs 300,000
B	Production Grant	Three calls per year	75 % of PV* with ceiling of Rs 800,000
C	Capacity Building Grant	Throughout the year	90 % of PV* with ceiling of Rs 300,000
D	Research Grant	Three calls per year	90 % of PV* with ceiling of Rs 500,000
E	Digital Creative Art Grant	Three calls per year	75 % of PV* with ceiling of Rs. 500,000.00

*PV = Project Value of the Proposal

EIGHTH CALL: Closing date on Monday, 30 October 2023

APPLICATION FORM

PART ONE - PARTICULARS OF APPLICANT (Ensure eligibility).

1.1 In case of Individual Artists

(Not to be filled in case of an Association/Organisation – Go to section 1.2)

Surname (Block Letters)	<input type="text"/>
Other Name (Block Letters)	<input type="text"/>
Maiden Name (Block Letters)	<input type="text"/>
Title (Mr/Mrs/Miss)	<input type="text"/>
National Identity Card No.	<input type="text"/>
Address	<input type="text"/> <input type="text"/>
Tel <input type="text"/>	Mobile <input type="text"/>
Fax <input type="text"/>	Email <input type="text"/>

1.2 In case of Arts Group/Organisation

(Not to be filled in case of an individual applicant – Go to section 1.1 for Individual Artist)

Name of Group/Organisation (Block Letters)	<input type="text"/>
Correspondence Address	<input type="text"/> <input type="text"/>
BRN/ Registration No (where applicable)	<input type="text"/>
Full name of person* responsible for this application (Block Letters)	<input type="text"/>
Status of above person in Group/ organisation	<input type="text"/>
Tel <input type="text"/>	Mobile <input type="text"/>
Fax <input type="text"/>	Email <input type="text"/>

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**He or She shall submit a letter signed by all members of the group and designating him/her as responsible of the project and in the case of a registered organisation applicant shall be an office bearer in the group. Authorisation letter supported by extract of assembly meeting of organisation shall be submitted with Application Form. List of Office Bearers and copy of the registration document (BRN, Memorandum of Association, etc) shall also be submitted where applicable.*

1.3 Implementation Team (to include Administrative, Technical, Artistic and Finance Staff)

SN	Name	Mobile Number	Designation/Responsibility
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

1.4 Brief on Experience of Artist/Group/Organisation and Track Record
(Kindly note that this section will be used to determine the eligibility criteria under the relevant grant applied for*)

(Not limited to projects funded by NAF)

**Give details including documentary evidence (press cuttings, etc. to be enclosed) on past projects including objectives, audience, funding, organization, problems faced (if any). Attach additional sheets if needed. Ensure the following is submitted and tick as appropriate:*

Portfolio is submitted (to be attached): YES NO

PART TWO - PROJECT PROPOSAL

2.1 Grant Scheme applied for:

2.2 Title of Project:

2.3 Art Form:

(see paragraph 2.1 of Guidelines)

2.4 Dates/Venues of Event:

Date(s) of Event	Venue(s) of Event

2.5 Write-up of project

Please provide a brief (about 200 words) on your project proposal including its background, main objectives, its artistic/cultural component, targeted audience and participants amongst others. Applicant to also inform how best his/her proposal satisfy the assessment criteria under the relevant grant applied for as set out in the Guidelines

3.1 Detailed Marketing Strategy

(To give full details on how the event/project will be marketed, including each marketing activity, dates, venue where applicable (for e.g. Radio, TV, Social Media, Billboards, Posters, Newspapers, etc.)

SN	Marketing Activity	Quantity	Dates	Location
	<i>(E.g. Posters/Flyers)</i>	<i>(E.g. 1,000)</i>	<i>(E.g. 03 Nov – 18 Nov)</i>	<i>(E.g. Port-Louis -50, Réduit – 30, etc...)</i>

3.2 Detailed Proposed Implementation Schedule

Start Date of Project:

End Date of Project:

Proposed Implementation Schedule

No.	Main activities for the project	Date	Remarks
	Start Date/Start of Project		
1			
2			
3			
4			
5			
	End Date/End of Project		
	Submission of Certified Report		

3.4 Detailed Breakdown of Expected Revenue
(Please add additional sheets if needed).

SN	Sources of Expected Revenue	Amount (Rs.)
1.	Amount of Grant being requested from NAF	
2.	Sponsorships:	
	(i) Funding already secured from Sponsors (To attach evidence with name of sponsor/institutions and amount from each sponsor/institutions)	
	(ii) Funding awaited from sponsors: (To attach evidence with name of sponsor/institutions and amount awaited from each sponsor/institutions)	
3.	Personal Financing (To show proof of personal financing)	
4.	Any other sources of funding apart from sponsorship and personal financing	
<u>TOTAL EXPECTED REVENUE</u>		

3.5 Have you or your organisation applied for any grant from the National Arts Fund in the past? (Yes/No)

3.6 Have you or your organisation received funding from the National Arts Fund in the past: (Yes/No)

If, yes for any of the above, give details:

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3.7 Bank details

Give details of the name and address for payment to be effected:

Name of Account Holder: _____ A/C Number: _____ Name of Bank: _____ Address of Bank: _____

PART THREE - DECLARATION OF APPLICANT

4.1 Declaration of Applicant

I/we hereby agree to the following: -

- (i) To comply with the rules, terms and conditions mentioned in the Guidelines, Agreement and my Application;
- (ii) To take full responsibility of all information provided in this Application Form. Providing false or misleading statements or information to obtain the Grant from NAF will lead to the withdrawal of the grant and to the immediate recovery of any amount of the grant that may have been disbursed and any other action as appropriate.

Name of Applicant:

Name of Organisation:
(if applicable)

Signature:

Date:

Documents to be submitted in line with NAF Guidelines

SN	Documents	Submitted (Yes/No)	Remarks, if any
1	Copies of National ID Card of the applicant		
2	Copies of National ID Card of all members of the group, in case application is from a group		
3	Financial breakdown of project		
4	Detailed implementation schedule		
5	All relevant quotations/receipts		
6	Past experience (Track record) of applicant in the field of the project (to be supported by documentary evidence/press cuttings, etc), including names/number of similar works produced		
7	Cast and crew for cinema and theatre productions		
8	BRN No. and Memorandum of Associations of Companies (where applicable)		

Note: All sections of the application form should be filled in.

Name of Applicant :

Date :

Signature of Applicant :

REMARKS OF THE NATIONAL ARTS FUND

Verified by:

Name of Officer :

Date of Verification :

Remarks :

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Signature of Officer :