

SIQAQAMBISA UBUGCISA FUND APPLICATION FORM 2026- 2027

FOR OFFICE USE

DATE OF SUBMISSION	ECPACC / DSRAC RECEIVING OFFICIAL	SIGNATURE

NAF CLOSING DATE: 22 MAY 2026

SUF CLOSING DATE: 29 MAY 2026

1. TICK ONLY ONE SECTOR AND THE SPECIFIC SUBSECTOR/S WHICH BEST DESCRIBE THE SCOPE OF THE PROJECT

SECTOR	TICK (✓)	SUB-SECTOR (ARTFORM)	TICK (✓)
a) Performance and Celebration		Performing Arts	
		Theatre	
		Dance	
		Festivals	
		Story Telling	
		Rituals and Events	
b) Cultural and Natural Heritage		Historical Places	
		Cultural landscapes	
		Natural Heritage	
c) Music		Recording	
		Music Performance	
d) Visual Arts and Craft		Photography	
		Fine Arts	
		Crafts	
e) Design, Creative and ACH Technical Support Services		Fashion Design	
		Graphic Design	
		Furniture Design	
		Arts, Culture and Heritage Technical Support Services	
f) Education and Training		Informal based	

2. TICK ONLY ONE GRANT TYPE OF FUNDING REQUIRED

TYPES OF FUNDING	TICK (✓)
a) Concept Research	
b) Product Design and Development	
c) Production and Training	
d) Marketing and Distribution	
e) Education and Training	
f) Excellence – Flagship/Special Projects	

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3. TICK ONLY ONE TYPE OF FUNDING THRESHOLD REQUIRED

FUNDING CATEGORIES	QUALIFYING CRITERIA	THRESHOLD	TICK (✓)
Emerging Grants	<ul style="list-style-type: none"> • Support to formally registered and unregistered organised emerging creatives in operation for six (6) months to one (1) year. • Business registration documentation applicable depending on disclosed project status in Section A below. (Not compulsory) • Supporting letters from traditional leaders, local councillor and relevant sectoral organisation. • To meet the threshold, each project must include at least two (2) supporting letters, including review letters. 	R10,000 to R20,000	<input type="checkbox"/>
Micro Grants	<ul style="list-style-type: none"> • Support to developing and intermediate creatives in operation for one (1) to five (5) years. • Business registration documentation applicable to both individuals and organisations. * Business registration is also applicable to Sole proprietor. • Local recognition for their work through reviews and references. (Not compulsory) • Supporting letters from traditional leaders, local councillor and relevant sectoral organisation. (Compulsory) • To meet the threshold, each project must include at least Three (3) supporting letters. 	R20,001 to R50,000	<input type="checkbox"/>
Macro Grants	<ul style="list-style-type: none"> • Support established creatives in operation for more than five (5) years. • Business registration documentation applicable to both individuals and organisations. * Business registration is also applicable to Sole proprietor. • Provincial and/or national recognition for their work through reviews and references. ○ Supporting letters from traditional leader, local councillor and relevant sectoral organisations. (Compulsory) ○ To meet the threshold, each project must include at least five (5) supporting letters, including review letters. 	R50,0001 to R100,000	<input type="checkbox"/>

SECTION A: ORGANISATIONAL / INDIVIDUAL DETAILS

If applying for NAF please indicate (National Arts Festival)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
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Name of Organisation / Individual: _____



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How long has the organisation been in existence? _____

Type of Organisation: Section 21 Pty (Ltd) NPO Sole Proprietor Other (attach proof)

(Specify) _____

Organisation Registration Number: _____ Tax No: _____

Project Manager Name & Surname: _____ Title: _____

Identity Number: _____ Locality: Urban Rural

District: _____ Local Municipality: _____

Cell: _____ Tel: _____

Fax Number: _____ Email: _____

Physical address: _____

Postal address: _____

Postal Code: _____

Do you have a constitution: _____ (attach proof)

Are your accounts audited: Yes No (attach proof)

If No, explain why and how you keep your accounting records: _____

SECTION B: PROJECT INFORMATION DETAILS

1. Give a brief history and the experience of your organisation. For an individual applicant, provide your experience in relation to your application. You may also attach a Business/Project Profile.

2. What are the main artistic and/or developmental objectives of your organisation/individual project?

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3. Major achievements of your organisation/individual project in the past two (2) years:

4. Governance structures - Give a list of people serving on the Board of your organisation. This is not applicable to individual projects/ sole proprietor. **(attach certified ID copies)**

Name	Position	ID Number	Contact Details

5. Office bearers / Management / Administration – Give a list of people serving on your management structure, if applicable.

Position	Name	ID No.	Contact Details
Financial Officer			
Project Manager			
Administrative Officer / Secretary			

6. Employee or volunteer breakdown of your organisation as a whole (number), if applicable.

Employment Status	Full-Time		Part-Time		Volunteer			
	Adult Female							
	Adult Male							
	Youth							
	People Living with Disabilities							
Total								
Ethnicity	Black		Indian		Khoisan		White	
	Adult Female							
	Adult Male							
	Youth							
	People Living with Disabilities							
Total								

SECTION C: PROJECT DETAILS

1. Project Name/Title (if different from name of the organisation):

2. Detailed description of the project applied for. Feel free to attach a separate page should you have additional information, **MUST NOT EXCEED ONE PAGE.**

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3. What are the specific objectives / goals of the project applied for?

4. Project Activities

4.1 What activities will you be undertaking in achieving targets set for the project applied for?

4.2 What is the duration of the project applied for (start and end date)?

PROJECT ACTIVITIES (4.1)	DURATION (4.2)	
	START DATE	END DATE

4.3 How will the project impact / benefit one or more of the following, if applicable? **Attaching supporting information will be advantageous.**

4.3.1 Previously Disadvantaged Individuals with specific reference to Women, Youth and/or People Living with Disabilities.

4.3.2 Previously Marginalised Ethnic Groups

5. How is this project going to create jobs? Give a detailed breakdown and the number of envisaged jobs.

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6. Does the project have a training and development / mentorship aspect? Yes No

Attach the summary of the training and development / mentorship plan and the curriculum vitae of the identified facilitator / trainer.

7. How will you ensure the growth of the project and its sustainability beyond grant funding?

8. Give details of fundraising activities you have undertaken, and commitments made, if any:

9. Is an ECPACC or DSRAC employee also directly involved with your arts organisation? If YES, please give details below

10. Will your project use any digital/innovative platforms and how will these platforms assist with audience engagement and/or selling or marketing your product.

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Visibility: How will you acknowledge and credit the support by ECPACC should your application be successful?

SECTION F: DECLARATION

I confirm that I have the authority to complete and sign this application form on behalf of the applying organisation or individual. I further confirm that the activity for which the organisation / individual is applying falls within the mission and constitution or memorandum and articles of association of the organisation. All the information given above is genuine, true and accurate to the best of my knowledge. **I understand that any misrepresentation of such information is a serious offence that will lead to the disqualification of this application and may result in prosecution.**

Full name/s of the person completing this application on behalf of the individual OR organisation:

Position/Désignation : _____

Signature: _____ Place _____ Date _____

Full name/s of co-signatory office bearer in a management position (for arts organisation):

Position/Designation : _____

Signature: _____ Place _____ Date _____

CHECKLIST FOR COMPLIANCE DOCUMENTS REQUIRED

DOCUMENTS	YES/NO
ADMINISTRATIVE REQUIREMENTS	
Completed funding application form: (where attachments have been submitted, provide a summary response to the relevant question/section of the form). • In its original form and not altered in any way	
Proof of address: • Proof of address of organisation or project obtained from Local Municipality <u>or</u> Local Traditional Authority <u>or</u> in line with Financial Intelligence Centre (FICA) Act 83 of 2001.	
Business Registration Documents: • Formal business registration documentation including Sole Proprietary.	
Proof of Provincial OR National recognition for micro and macro grants: • Three (3) reviews and/or references for work done in the sector.	
Endorsement or recommendation or reference letters: • Two (2) Supporting letters from traditional leaders, local councillor and relevant sectoral organisation (for emerging, micro and macro grants).	
Certified ID copies: • One (1) certified ID copy for individual project <u>or</u> • Two (2) certified ID copies of office bearers for organisational projects. • Names and contact details of board members and their certified ID copies. Certification stamp not older than 3 months from date of submission, undated certified documents are not acceptable	

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<p>Detailed budget breakdown:</p> <ul style="list-style-type: none"> • Please note that the budget will be strictly scrutinised to assess its cost-effectiveness. • It is advised that applicants must present realistic figures to avoid disqualification. 	
<p>Other confirmed sources of funding, if any:</p> <ul style="list-style-type: none"> • Submit approved grant agreement OR approved business plan OR grant approval letter. • Applicants are encouraged to use ECPACC grant to match up rand-for-rand with other confirmed funding institutions for project sustainability. 	
<p>Exclusions:</p> <ul style="list-style-type: none"> • Organisations and/or individuals that have been funded in the previous two (2) financial years (01 April 2024 to 31 March 2026) may not be considered for funding. • Applications not within the Cultural and Creative Industry. • Applicants not residing in the Eastern Cape Province. 	
SECTOR REQUIREMENTS	
<p>Performance and Celebration:</p> <ul style="list-style-type: none"> • Detailed implementation and marketing plan (<i>separate document</i>) • Completed script with a detailed description of the selected artform • Schedule of auditions, rehearsals, performance and feedback sessions. 	
<p>Cultural and Natural Heritage:</p> <ul style="list-style-type: none"> • Concept document with detailed implementation and marketing plan. 	
<p>Music:</p> <ul style="list-style-type: none"> • Detailed implementation and marketing plan (<i>separate document</i>) • Works to be promoted (demo)/produced • Schedule of showings, performances and feedback sessions. 	
<p>Visual Arts and Craft:</p> <ul style="list-style-type: none"> • Detailed implementation and marketing plan • Profile • Catalogue/ Photographs of own products – not more than five (good quality pictures), 	
<p>Design, Creative, Arts, Culture and Heritage Technical Support Services:</p> <ul style="list-style-type: none"> • Detailed implementation and marketing plan • Professional profile. • Catalogue/ Photographs of own products – not more than five (good quality pictures) 	
<p>Education and Training: Informal (not exceeding 6 months)</p> <ul style="list-style-type: none"> • Attach the summary of the training and development / mentorship plan with clear outcomes. • Curriculum vitae of the identified facilitator / trainer. • Acceptance letter from the identified training centre or project. 	
<p>National Arts Festival</p> <ul style="list-style-type: none"> • Proof of registration from National Arts Festival • Or alternatively, a formal letter confirming that a venue has been secured for your programme. 	

Send completed application forms to:

Online submission, please email documents to: funding.su@ecpacc.co.za

OR

Posted submission, please post documents to P.O. Box 18372, Quigney, 5211

OR

Hand delivery at ECPACC or DSRAC District offices as detailed hereunder. Kindly ensure that receiving officials endorse receipt of the application form by completing the section titled **OFFICE USE in page 1** of this application form.

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ECPACC	
Old Elco Building, 16 Commissioner Street, East London	
DSRAC Head Office No.5 Eales Street, King Williams Town	DSRAC Joe Gqabi District 2 Cole Street, Public Works Building, Alwal North
DSRAC Alfred Nzo District 67 Church Street, Mzimvubu Municipality, Mount Ayliff	DSRAC Nelson Mandela Bay 66 Ring Road, Corporate Place Building, 2 nd Floor Greenacres, Gqeberha.
DSRAC Amathole / BCM District Old Elco Building, 16 Commissioner Street, East London	DSRAC OR Tambo District 6 th Floor, Botha Sigcau Building, Cnr. Owen and Leeds Street, Mthatha
DSRAC Chris Hani District Bathandwa Ndondo Office Park, Komani Hospital, Komani 5320	DSRAC Sarah Baartman District Cnr. Milner and African Street, 2 Milner Street, Makhanda

For additional information, please feel free to contact our offices at 043 743 6187 / 066 460 2997

NAF CLOSING DATE: 22 MAY 2026@ 23H55

SUF CLOSING DATE: 29 MAY 2026@ 23H55