

**SMALL ARTS GRANTS APPLICATION
CALL FOR PROPOSALS-2025**

Application Form (Please Complete All Areas of Form. Incomplete Applications Will Be Rejected. Please Attach Proposal/Business Plans and Implementation Plan)
Completed application forms with all supporting documents must be hand-delivered on or before FRIDAY, 31 OCTOBER 2025 by 12h00 (noon). No e-mailed or faxed applications will be accepted (these will be automatically rejected). Applications must be addressed to: Deputy Director: Arts & Culture, Sport, Recreation and Culture Office, 31 Park Drive, St George's Park, Gqeberha.

CONTACT DETAILS***NMBM SUPPLIER CODE:** (*COMPULSORY)

Name of Organisation /NPO:
Postal address:
Physical address:
Email address:
Website:
Cell no:
Telephone:
Fax:
Name and surname of contact person:
Position:

ALL Board members. (if applicable):

ALL Group members:

Chair of the Board (if applicable):

Chair of the Group:

Signatories:

WARD NO:

CLUSTER:

RESIDENTIAL ADDRESS:

ELIGIBILITY CHECKLIST (All applicants must meet these requirements):

- Must be a registered NPO under the NPO Act No. 71 of 1997.
- Must be based in Nelson Mandela Bay and implementing arts/culture programmes locally.
- Projects must conclude no later than 31 May 2026.
- Applicants who received Small Arts Grants in 2022/23/24 are not eligible.
- Must demonstrate capacity for local arts development and compliance with municipal requirements.

MANDATORY INFORMATION

Background

A brief background of the applicant, listing experience, mission statement and long-term goals for the project / programme.

--

Staffing

Details on staffing of the project or organization

--

Date and Times of the Project / Programme

Date/s:	
Time: (<i>attach full proposed programme with all relevant dates</i>)	
Deadline for project and programme:	
Venue:	

GRANT amount requested

Indicate project / programme (attach a comprehensive budget breakdown for sponsorship required from NMBM. Indicate any fund-raising efforts done relevant to the project/programme implementation.

Benefit to Nelson Mandela Bay Municipality

Clearly indicate social – economic benefits that the NMBM may derive in consideration of your proposal with particular interest to local Arts Development and Culture.

Publicity and Marketing opportunities

Branding & marketing opportunities, (Attach Marketing Plan)

Other sponsors

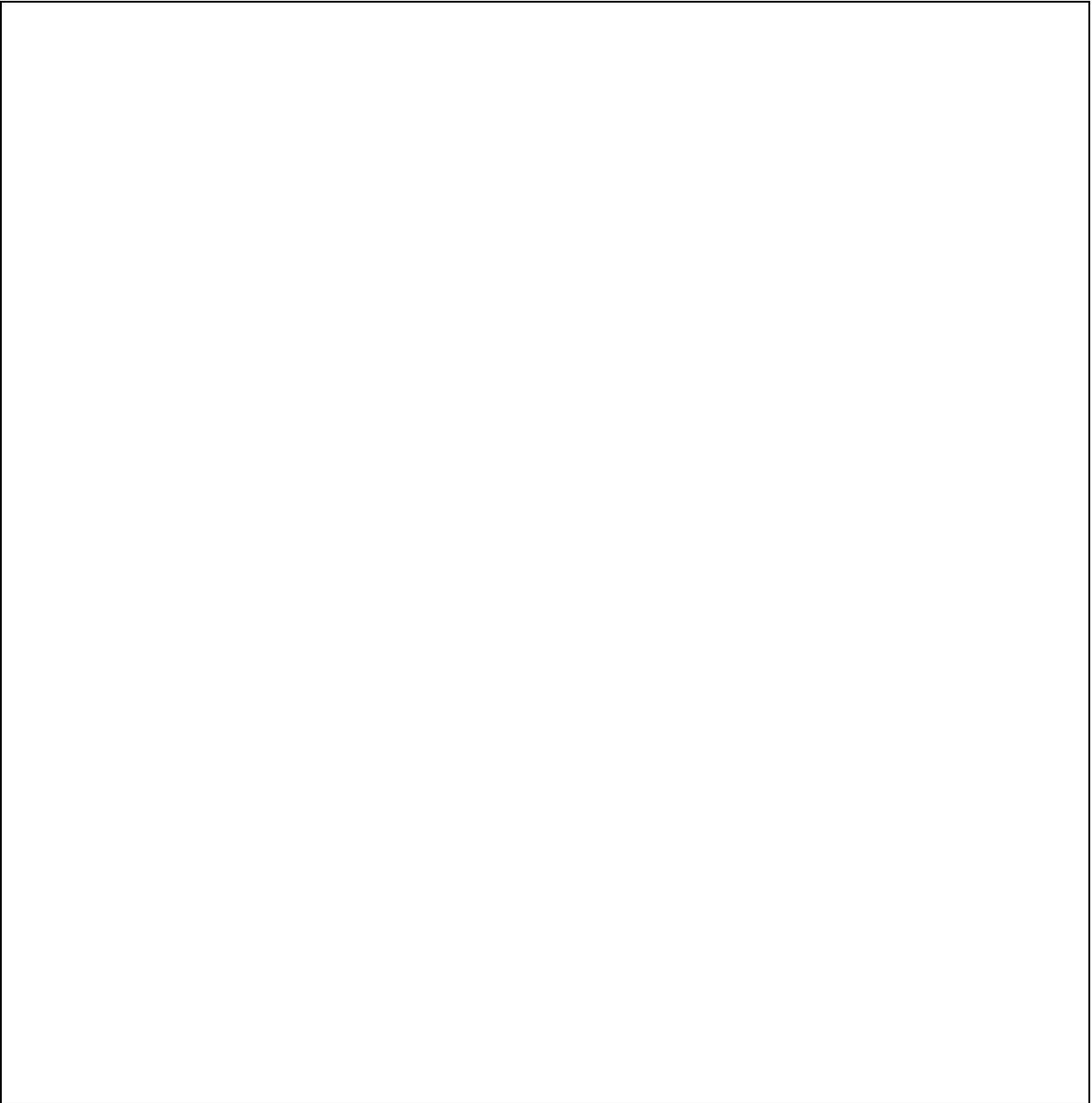
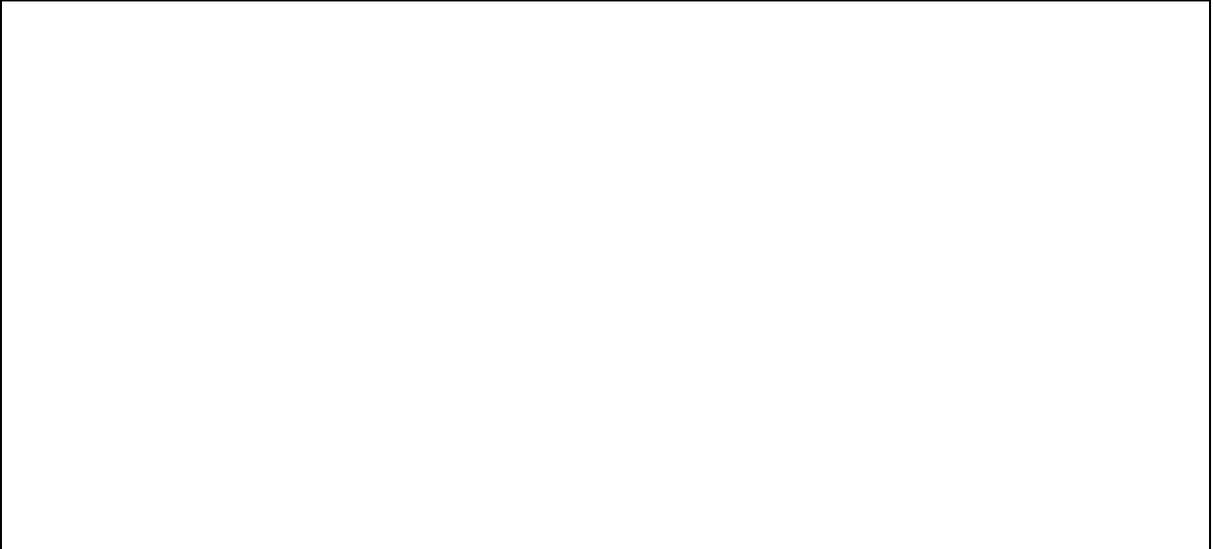
Indicate whether any other sponsors are involved (Recommended for Support)

Period

Indicate whether the Project is once off or annual and what system are in place for the project to become self-sustainable.

Attendance

Project projections, history, and planned attendance of Project/Programme should funds be allocated. Provide a breakdown between projected attendance of Staff, Trainees, Audience etc.



Demographics

Target market for the project and reason

Other Information

Include any pertinent information i.e., Designation of group members

N.B

- **Plases be advised that the process from assessing to disbursement of funds would take within the 2025/2026 financial year.**
- **Only non-profit organisation(NGO/NPO) will be considered during this Small Arts Grant Cycle**
- **I hereby confirm that the information provided in this form is true and the proposal is the intellectual property of the applicant.**
- **Applications for the Mandela Bay Arts Festival 2025/26 financial year will not be considered in this grant cycle.**

Full name & Signature

Date:

Accounting/Project Director

SUPPORTING DOCUMENTS CHECKLIST (to be attached to this form):

1. Certified proof of NPO registration
2. Latest audited/reviewed financial statements OR business plan (if <3 months old)
3. Latest municipal account OR proof of arrangement
4. Tax clearance certificate (if applying above R15,000)
5. Annual Report of previous year
6. Organisation's Constitution
7. Detailed project proposal and budget
8. Report on any previous Small Arts Grant(s)

DECLARATION BY APPLICANT:

I, the undersigned, hereby declare that:

- Our organisation has submitted all required reports for any previous Small Arts Grants received.
- No member of our organisation has defaulted on a previous NMBM-funded grant.
- All information provided in this application is true and correct.

Full Name & Signature (Chairperson/Project Director)

Date