



BASA PESP4 FUNDING GUIDELINES FOR 2023

1. APPLICATION PROCESS

1.1. Phase 1 of application requires applicants to submit an Expression of Interest letter to BASA, which must contain a *high-level overview of the project*, as well as the requested grant amount. The Expression of Interest letter should also include the following:

- An introduction to yourself and the company;
- The amount of jobs to be created with priority given to women, youth and people living with disabilities;
- Work duration in days per month;
- A brief overview of a *clear strategy* on how the funds will be utilised;
- The total budget value; and
- An attached detailed budget breakdown.

A template Expression of Interest letter is available for download [here](#).

1.2. The BASA Grants team will review every Expression of Interest letter received, and create a shortlist of eligible applications.

1.3. Shortlisted applications will progress to Phase 2, and be invited to submit a full online application for The BASA Presidential Employment Stimulus Programme (PESP4).

1.4. The successful Phase 2 applications will be reviewed by an Independent Review Panel consisting of industry representatives.

2. APPLICATION CRITERIA

- 2.1. Projects delivered by registered South African small and micro enterprises (SMEs i.e. with up to 50 full-time employees and an annual turnover of no more than R15 million) within the Cultural and Creative Industries (CCIs).
- 2.2. Projects delivered/submitted by women, youth and people living with disabilities will be given priority consideration.
- 2.3. ONLY projects that have a well-thought-out project plan with clear goals, specific and quantifiable metrics, and with measurable impact will be considered.
- 2.4. Projects which CREATE JOBS and have a clear focus on targeted groups (women, youth and people living with disabilities) will be given priority consideration.
- 2.5. Initiatives/Projects which promote human capital development (education, training, technology, innovation, skills, wellness) will also be in strong consideration.

3. EXCLUSIONS

- 3.1. Previous PESP Grant Funding recipients.
- 3.2. Applications **that are not from SMEs** active in the CCIs.
- 3.3. BASA does not fund applications for film production. Applicants are encouraged to apply to the National Film and Video Foundation (NFVF).
- 3.4. BASA does not fund applications for theatre productions, festivals, events, workshops and masterclasses through PESP4. Applicants are encouraged to apply to the National Arts Council (NAC).

4. COMPLIANCE REQUIREMENTS

- 4.1. One of the applicant's office bearers must provide a certified copy of their South African identity card (not older than three months).
- 4.2. An original legal tax clearance certificate or tax clearance status pin is required.
- 4.3. Recent original stamped bank statement OR a stamped bank account confirmation letter (not older than 3 months).
- 4.4. A certified copy of the SMEs certificate of registration.
- 4.5. B-BBEE affidavit OR certificate.
- 4.6. Company Profile and website and/or social media links.
- 4.7. Photographs, brochures, films, or any published/printed items to prove previous work in the creative sector within the last three calendar years.
- 4.8. A reference letter from an arts organisation, client, well-known artist, or community leader verifying that the applicant is active in the creative sector.

If any of the compliance requirements are not met, the application WILL NOT be considered.