



NATIONAL ARTS COUNCIL

OF

SOUTH AFRICA

BLOCK INSTITUTIONAL BURSARIES FUNDING GUIDELINES

Call Opening Date: 02 August 2024

This information has been compiled to assist institutions of higher learning with their application to access funding from the National Arts Council (NAC). Institutions from disadvantage provinces are encouraged to apply on behalf of their students. Registered education and training institutions that are involved in studies or provision of tuition in the fields of theatre, dance, crafts, literature, multidiscipline, music, visual arts, cultural policy, arts, and culture management as well as any arts-related course can apply for Block Institutional Bursaries.

Block Institutional Bursaries are earmarked for undergraduate studies in South Africa. These bursaries are offered towards an Arts qualification at any institution of Higher Learning and Further Education Training levels in South Africa. The funding is primarily geared towards tuition fees. In the case where proof exists that tuition fees have been paid in full from other funding sources, funding may be directed towards accommodation, books, travel, and subsistence allowance.

Higher Education and Training institutions as well as Further Education and Training Institutions, which offer arts tuition, are eligible to apply for a block bursary on behalf of their undergraduate students.

NB: Undergraduate students are not eligible to apply directly for funding to the NAC. Institutions will apply on the student's behalf.

Institutional block bursary applications are submitted during the second funding session of the year. Applications for institutional block bursaries should be accompanied by the following documentation:

- a) Course details including fee structure
- b) Proof of registration of the institution
- c) Annual report for non-formal institutions
- d) Accreditation certificate for non-formal institutions
- e) Bank account details
- f) Certified copy of the identity document of the applicant
- g) Academic results of students being applied for
- h) Valid tax clearance certificate of the institution applying
- i) Annual Audited Financial Statements of the institution
- j) A list of names of the persons on the bursary committee and the bursary selection criteria

1. Institutional Block Bursary Requirements

The NAC requires the following information from the Institution before any payment is made:

- i. The signed and completed grant agreement from the Institution.
 - ii. A list of all recipients of the bursaries, including their full names, student numbers, their certified copies of identity documents, addresses, proof of registration and the total amount allocated towards each student.
- 1.1 The Institution shall provide the NAC with the students' half-yearly written progress reports and students' fee statements.
 - 1.2 Changes in the allocation of the grant cannot be made without the NAC's prior written permission.

- 1.3 The Institution is obliged to notify the NAC immediately in writing should any student end his/her studies or intend to do so before the completion of the bursary period.
- 1.4 The Institution undertakes to acknowledge the NAC's grant in the organisation's annual report; the accounts which cover the period of the grant; and any publicity materials produced about the work supported by the grant. Copies of all these documents shall be supplied to the NAC upon request.
- 1.5 The NAC has the right to use the Institution's name in its own publicity material.
- 1.6 The NAC undertakes to support undergraduate students for the duration of their studies to ensure the funding has a meaningful impact subject to the student's successful completion of each year of study. The institution is expected to submit each student's results at the end of each academic year and a recommendation for continued support.

2. How to apply for an Institutional/Block Bursary:

Invitations to education and training institutions to apply for a block institutional bursary grant are made during the second quarter of the year.

- 2.1 Applicants are required to complete the online NAC Institutional Block Bursary application form online on the Grant Management System (GMS).
- 2.2 Applicants are required to check the online application form for any additional supporting documents required.
- 2.3 Incomplete documents, requirements and information will automatically be disqualified.

NB: Applicants need to register and complete the online application form using the following link: <https://nac.praxisgms.co.za/>

3. Closing dates for applications

Deadlines for applications are published on the various social media platforms as well as on the NAC website. Late applications will not be considered. Institutions can only be funded once per financial year. Applications for Local Block Institutional Bursaries will close on 06 September 2024. The outcomes will be issued by 06 December 2024.

4. Reservation of rights:

The NAC reserves the right to allocate funds according to its priorities. No applicant is automatically entitled to funding. All funding is at the discretion of the NAC.

5. Appeals:

In terms of section 12(1) of the NAC Act, any person who feels aggrieved by any action or decision that the Council has taken or made in terms of the Act, may within 30 days from the date on which the action or decision in question was made known by the Council, appeal to the **Minister of Sport, Arts and Culture**. All appeals should be submitted to: nacappeals@dsac.org.za. The appellant shall, within 30 days from the date on which the action or decision in question was made known by the Council, give notice in writing to the Council of his/her intention to appeal and deliver the notice by registered or hand-delivered post. The notice shall contain:

- The name and address of the appellant
- The grievance
- The reasons for the grievance

NB: Please note that applications submitted late or incomplete will not be considered, with no exceptions.

For more information, please contact Thola@nac.org.za or email info@nac.org.za

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