



APPLICATION FORM

GRANT FUNDING

Community Broadcast (Radio/TV) Projects



Guidelines:

1. Give as much **detail** as possible (do not leave any blank spaces). Incomplete applications will be returned to you for more information which will delay the approval process.
2. Complete the application form in English.
3. If you are completing the form online, please ensure that all required documents are uploaded.
4. If you cannot complete the form online:
 - you may submit an electronic copy of the completed application form with all required documents to applications@mdda.org.za; OR
 - you may submit hard copies of your application form with all required documents to:

Postal Address

MDDA
P.O. BOX 42846
FORDSBURG
2033

Physical Address

1st Floor
5 St Davids Place
PARKTOWN

Tel: + 27 11 643 1100

Fax: + 27 11 643 1129

Email: applications@mdda.org.za

Please note that only applications submitted online, OR to applications@mdda.org.za OR handed in as hard copies to the MDDA at the above address will be accepted.

Applicants are urged not to submit duplicate applications as this compromises the efficiency of the application process and may even result in your application being disregarded mistakenly as a duplication.

You will receive an acknowledgement of receipt of your application.

For any queries/ assistance, please contact the MDDA on 011 643 1100

SECTION A: GENERAL

1. The Applicant

1.1 Registered Name of Organisation

1.2 Organization trading name (name of product)

1.3 Physical Address

1.2 Postal Address

1.5 Organisation's Contact details

Name & position of contact person	
Name of alternative contact person	
Phone number (s) (include dialling code)	
Mobile/ cell number (s)	
Fax number (if available)	
Email address	
Website Address	

2. Description of the Applicant

2.1. Where is the project located (include town, local municipality, district municipality and province)

SECTION B

TO BE COMPLETED BY COMMUNITY BROADCAST (RADIO OR TV) PROJECTS

If you are registered as a Section 21 company, NPO, NGO or CBO, then you qualify as a community media project.

a) Is your organisation registered? If so, what is its legal status?

a) What is your registration number?

b) When did you first go on air and are you currently on air? If you are not on air currently please give reasons why?

d) In the table below, please give details of your ICASA Licence

Frequency	Footprint	Language/s	ICASA mandate (geographic, community of interest, etc)	Date first licence issued	Expiry date of current licence	Licence number

If your licence is expiring within the next 6 months, have you submitted a renewal application to Icasa (attach proof)?

e) What method of transmission are you employing? Please tick relevant box.

Sentech For how many years
 Self transmission For how many years



f) How many people do you/ intend to employ? Please USE THE relevant box
Rs

<input type="checkbox"/>	Permanent
<input type="checkbox"/>	Volunteers

g) Tell us about your media product

i. Format (please tick the appropriate box))

<input type="checkbox"/>	Radio
<input type="checkbox"/>	TV

ii. Objective (include short description of type of content/information of media product)

iii. Existing/proposed coverage area

iv. Existing/proposed languages of broadcast

v. Target audience (eg youth/disability/women/general community, etc)

vi. Board profile: please tick appropriate box

<input type="checkbox"/>	More than 50% or youth
<input type="checkbox"/>	More than 50% women
<input type="checkbox"/>	More than 50% people living with disabilities

vii. How are your Board members elected into their positions?

FUNDING REQUESTED FROM THE MDDA

Please Use the Excel spreadsheet (BUDGET REQUEST FORM_COMMUNITY BROADCAST) available on the website to complete your funding request

PLEASE CHECK THAT YOU ARE SUBMITTING THE FOLLOWING WITH THE APPLICATION FORM:

Documents Required	Yes
Certified Copy of your registration documents	
Tax Clearance Certificate or CSD Certificate number	
Certified copy of previous audited Financial Statements (audited by registered auditors or accountants), if you are an existing project. (Projects established two or less years prior to application are not required to submit financial statements)	
Affidavit that you are not connected to or owned/ controlled by : <ul style="list-style-type: none"> • Any commercial media entity or individual (Caxton, Kagiso Media, SABC, ETV, Multichoice, Primedia, M-Net, Media 24, Arena Holdings, Independent Newspapers, etc.) • Any political party • Government 	
Business Plan including 3-year financial projections/plan (Please follow business plan template provided)	
Budget (your funding request using the excel template provided from MDDA)	
A copy of your broadcast licence	
A copy of your programming schedule	
Copies of key personnel CV's (maximum 4)	