



## GAUTENG PROVINCE

SPORT, ARTS, CULTURE AND RECREATION  
REPUBLIC OF SOUTH AFRICA

### COVID-19 SPORT, RECREATION, ARTS AND CULTURE RELIEF FUND APPLICATION FORM

#### CRITERIA

All applicants legible to obtain this financial relief / assistance need to adhere to the following guidelines:

- a) Confirmation of the financial impact per Sports Federation, Arts and Culture Organisation, Structure, Recreation entity, Film Productions & Freelancers or project.
- b) Validation of any loss that is being claimed (Proof of any work executed prior the declaration of the National disaster announcement building up to the actual event/ programme).
- c) Use of previous events to qualify loss of income or in the case of a new project (budget projections).
- d) Proof that individuals such as visual and performing artists, cast and crew in the film & TV industry, creative Gauteng businesses, coaches, aerobics instructors, fitness instructors, event managers, athletes, technical officials, administrators were earning an income and are now out of pocket.
- e) Coaches and technical support personnel who work with athletes whose sporting events have been cancelled or postponed (due to COVID-19) and make their earnings solely from these events. (Evidence of earnings must be presented). The same will apply for Arts and Culture events that have been cancelled or postponed.
- f) Athletes from the Departments Academy programme who are preparing for the 2021 Olympics and Paralympics and are hopefuls / potential, for Team South Africa selection for those and other major international championships and events. (These athletes must not be on SASCO's OPEX programme and specific criteria will be set here).
- g) Innovative and adaptable digital videos through a myriad of social network platforms taking into account inequalities with exercises, call to action programmes suitable for athletes with a disability, children, the elderly and those who lack space which demonstrate social cohesion to keep our citizens healthy from all walks of life in Gauteng.
- h) The Department will accept proposals that respond to digital solutions, for the creatives/ sport personnel to continue working during this period. Proposals will be evaluated on the following criteria:
  - Emanating from sport, cultural & creative disciplines, the content can also respond to the Covid-19 in the Sport, Arts and Culture sectors.
  - In the form of video online, streaming, **podcasts**, animation and documentaries to mention a few.

- Scheduled for April to June 2020.
- Guideline: each proposal should not exceed five (5) pages and must outline a concept, brief profile, budget breakdown and a list of participants with their details should be included.
- In the case of freelance workers and independent contractors: Proof of loss of income should demonstrate that the creative worker was contracted, a signed contract; formal letter indicating a standing arrangement with other party and that the other party will not provide for compensation.
- Projects/ Events/ Productions with a Gauteng Provincial footprint (involving creatives from the Province).

The criteria for accessing this support, the identification of beneficiaries and the mechanism through which the Gauteng Relief Fund will be managed and finalised in consultation with the Gauteng Sport Confederation (GSC), relevant Federations, the Recreation Industry and the Gauteng Arts and Culture Council (GACC) for Arts and Culture.

Stringent and audit/ checking processes will be put in place taking the above factors into consideration.

A committee comprising officials from the Department, Gauteng Arts and Culture Council (GACC), GSC, experts in the industry in conjunction with Sport Federations will be mandated to manage the applications and the allocations of funding from the Gauteng Provincial Relief Funds. An oversight body might be instituted to conduct oversight and monitoring of the funds.

## INSTRUCTIONS TO APPLICANTS

- a) Eligible to apply are Sport athletes, coaches, technical personnel, Arts and Culture organisations and structures, film productions cast and crew who directly support the affected athletes/ artists as per the criteria above.
- b) Each applicant must complete (blank spaces) this form to be eligible for COVID-19 Relief assistance.
- c) Only applicants that meet the above set criteria may apply.
- d) Only applicants affected by an event or events cancelled for the period **16 MARCH TO END JUNE 2020. (from when the President made a State of Disaster announcement TO JUNE 2020)**

- e) Incomplete forms shall result in immediate disqualification.
- f) Registered businesses and their employees may not qualify for this Relief. They may explore other Relief Interventions available to businesses and labour.
- g) *Provision of false information will be treated as fraud and dealt with through appropriate Criminal Justice System.***
- h) Submission Deadline: 26 June 2020.**

FEDERATION/ ORGANISATION'S DETAILS		
Federation/ Organisation Name		
Federation/ Organisation's Coordinating Person		
Surname		
Full names		
Cell Number		
APPLICANT'S DETAILS		
Surname		
Full Names		
Identity Number		
Tax Reference Number		
Cell Number		
Postal Address		
	Post Box / Bag	
	Town	
	Postal Code	
CRITERIA		
Category (i.e athlete, coach, artist, crew etc)		
If you are a coach, arts coordinator or administrator or technical personnel supporting an athlete, athletes, artist(s)	Athlete/ Artist	Sport/ Arts / productions & event cancelled / postponed

<p>or arts program and have no other income, list your athlete(s) or artist(s) affected by the cancellation.</p>		
<p>List of sport/ film &amp; art events cancelled or postponed (April to June 2020)</p>	<p>Sport/ Film &amp; Art event</p>	<p>Sport/ Film &amp; Art event date (s)</p>
<p>Indicate the type confirmation of qualification to participate at a sport/ art event or invitation to a sport/ art event that has been cancelled or postponed. (This may be provided by the Federation, sport event authority / organisers concerned etc).</p>		
<p>List other sources of income. If any.</p>		

**PLEASE PROVIDE ANY RELEVANT INFORMATION TO BE CONSIDERED WHEN ASSESSING YOUR APPLICATION**

**REQUIRED SUPPORTING DOCUMENTS CHECKLIST**

<b>DOCUMENT</b>	<b>YES</b>	<b>NO</b>
COPY OF APPLICANT'S ID.		
APPLICANT'S BANK ACCOUNT CONFIRMATION.		
DOCUMENTS CONFIRMING QUALIFICATION TO PARTICIPATE AT A SPORT/ FILM & ARTS EVENT OR INVITATION TO A SPORT EVENT THAT HAS BEEN CANCELLED OR POSTPONED.		
VALIDATION OF ANY LOSS THAT IS BEING CLAIMED (PROOF OF ANY WORK EXECUTED PRIOR THE DECLARATION OF THE NATIONAL DISASTER ANNOUNCEMENT BUILDING UP TO THE ACTUAL EVENT/ PROGRAMME.		

**DECLARATION**

I hereby declare that the information provided is true and correct. I further declare that I understand that if the information provided is proven to be false, incorrect or fraudulent I shall immediately be disqualified and legal action may be taken against me.

<b>NAME AND SURNAME</b>	<b>SIGNATURE</b>
<b>DESIGNATION</b>	
<b>DATE</b>	

**FOR OFFICE/ ADJUDICATORS USE ONLY**

**PLEASE PROVIDE ANY RELEVANT INFORMATION TO BE CONSIDERED WHEN ASSESSING THE APPLICATION**

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I hereby declare that I have verified the application and the information (including supporting documents) provided by the applicant. I further declare that I understand that knowingly colluding on information that is false, incorrect or fraudulent shall lead to legal action against all parties concerned.

APPLICATION	RECOMMENDED	NOT RECOMMENDED
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NAME AND SURNAME	SIGNATURE
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DATE	
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**GENERAL NOTE**

*The Department will determine the quantum of relief and reserves the right to conduct verification, due diligence and request additional information prior to providing the relief.*

**FOR OFFICE USE ONLY**

**RECOMMENDED**

**NOT RECOMMENDED**

**COMMENTS**

**COMMENTS**

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The following are requirements **SPORT AND RECREATION** for qualification to submit and must be included in your application:

SECTOR	DEFINITION	EVIDENCE/ REQUIREMENTS
<b>COACHES</b>		
Coaches of Elite Athletes / Professional Athletes	These are the coaches affiliated with Federations who work with elite athletes as defined by the Federations.	Applications must be submitted by the Provincial Federations; and  ▪ Copy of Employment contract, Certified ID, Copy of Payroll, Official Letter of Wage Cuts
▪ Development Coaches (Operational in wards, rural areas and townships)	▪ These are the coaches who are employed by the Federations to work with developmental programmes in wards, rural areas and townships and earn a stipend.	▪ Applications must be submitted by the Provincial/ Regional federation ; and  ▪ Copy of Employment contract, Certified ID, Copy of Payroll, Official Letter of Wage Cuts
▪ Private/Independent Coaches	▪ These are the coaches who are working as private coaches and earn income from offering their services to athletes.	▪ Proof of affiliation with the Federation;  ▪ Proof of historic income from coaching;  ▪ Proof that the Federation has sanctioned the programme; and  ▪ Database of athletes they are

SECTOR	DEFINITION	EVIDENCE/ REQUIREMENTS
		providing a service to from the Federation.
<b>ATHLETES</b>		
<ul style="list-style-type: none"> <li>▪ Elite Athletes</li> </ul>	<p>Athletes on the Department's Provincial Academy Programme who are preparing for the 2021 Olympics &amp; Paralympics and are hopefuls for selection for South Africa for those and other major International Championships and events. These athletes must not be on SASCO's OPEX Programme.</p>	<ul style="list-style-type: none"> <li>▪ Certified ID, Written Evidence of loss of endorsement, loss of match fees (for CANCELLED events only);</li> <li>▪ Copy of existing and valid contracts; and</li> <li>▪ Proof of Payment.</li> </ul>
Professional Athletes	<p>Athletes who may have lost income through appearance fees, standing contracts with sponsors (endorsements) and booking fees for training and competition facilities.</p> <ul style="list-style-type: none"> <li>▪ Athletes that have incurred pre-paid expenditure and whose contracts commit them to continue to pay (.Gym fees for training and competition facilities.)</li> </ul>	<p>Certified ID, Written Evidence of loss of endorsement, loss of match fees (for CANCELLED events only);</p> <ul style="list-style-type: none"> <li>▪ Copy of existing and valid contracts</li> </ul> <p>Proof of Payment.</p>
<b>TECHNICAL PERSONNEL</b>		
Technical Officials	<ul style="list-style-type: none"> <li>▪ Amateur and semi-professional technical officials who officiate at local and semi-professional level and may include referees, umpires, table officials, scorers, judges etc.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Certified ID, Proof of lost match fees for cancelled matches;</li> <li>▪ Letter from the Federation and/or Bonafide Local Sport Structure that can be verified; and</li> </ul>



SECTOR	DEFINITION	EVIDENCE/ REQUIREMENTS
		<ul style="list-style-type: none"> <li>▪ Submission of a proof or roster of appointments.</li> </ul>
Technical Support Staff	<ul style="list-style-type: none"> <li>▪ Technical support personnel (who may include medical personnel, amateur caddies, conditioning coaches, video analysts etc.) who work with athletes whose sporting events and training programmes have been cancelled or postponed due to COVID-19.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Employment contract, Certified ID, Official Letter of Wage Cuts</li> </ul>
<b>SPORT AND RECREATION FEDERATIONS, CONFEDERATIONS/ SPORT COUNCILS, CLUBS AND ENTITIES</b>		
Sport and Recreation Federations and Entities	<ul style="list-style-type: none"> <li>▪ This refers to sport federations affiliated to the Gauteng Sport Confederation and may have had planned events (Provincial, National Competitions etc.) that have been cancelled.</li> <li>▪ This does not refer to sport federations who may have had to cancel official leagues and other fixtures. <ul style="list-style-type: none"> <li>• Proof of Federations expenses e.g Rent, Telephone/Communication, Salaries/Wages, etc.</li> <li>• No Franchises or registered companies may apply, such organisations need to make an application to the DED</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Proof of non-refundable costs incurred;</li> <li>▪ Application for conversion of planned departmental assistance into relief fund;</li> <li>▪ Proof of previous years funding for event; and</li> <li>▪ Proof of actual expenditure incurred.</li> </ul>
Clubs and Recreational Structures / Entities	<ul style="list-style-type: none"> <li>▪ This refers to clubs and recreational structures / entities that have incurred expenditure for events that have been cancelled.</li> <li>▪ These could be expenditure incurred in preparation for the event.</li> <li>▪ This application does not cover projected profits.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Proof of cancellation of planned event;</li> <li>▪ Proof of non-refundable costs incurred; and</li> <li>▪ Proof of fee income from previous event.</li> </ul>
<b>SPORT AND RECREATION PRACTITIONERS</b>		

<b>SECTOR</b>	<b>DEFINITION</b>	<b>EVIDENCE/ REQUIREMENTS</b>
<p>Aerobics Instructors, Fitness Instructors, Dance Teachers, etc.</p>	<ul style="list-style-type: none"> <li>▪ Proof that individuals, such as aerobics instructors, fitness instructors, dance teachers, etc. who's were earning an income and are now out-of-pocket. source of income has ceased due to the inability to conduct business.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Proof of cancellation of activities;</li> <li>▪ Database of membership; and</li> <li>▪ Proof of income for the last three (3) months.</li> <li>▪ Proof from the facility where the classes are held and/or affidavit from SAPS.</li> </ul>