

MINISTRY OF EDUCATION, CULTURE & HUMAN RESOURCES

(CULTURE DIVISION)

7th Floor, Renganaden Seeneevassen Building

Cnr Maillard & Pope Henessy Streets, Port Louis

Tel: 212 9113 ; Fax : 212 9366

**INTERNATIONAL DEVELOPMENT GRANTS SCHEME FUNDED BY
HUMAN RESOURCES, KNOWLEDGE AND ARTS DEVELOPMENT FUND
APPLICATION FORM**

1. General Information

Surname (Block Letters) :

Other Names :

Maiden Names :

Title (Mr/Mrs/Miss) :

Name of Group :

National Identity Card No.:

Residential Address :

Tel : Mobile : Fax : E-mail :

Occupation :

Employer :

Office Address :

Type of Artistic activity :

Title of Project :

Grant/s applied for (Please tick as appropriate.):

Amount (Rs)

- International Travel Grant :
- International Collaboration Grant :
- Marketing Development Grant :

TOTAL:

Note : An applicant can apply for not more than two of the above grants

2. **Brief description of project:**

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3. **Cost of Project** (Details to be attached separately)

	Major Costs	(in Rs)
A		
B		
C		
D		
E		
F		
<i>(Detailed costs should be submitted in the cost of project sheet at page 3)</i>		
Total Cost of Project:		

Note: The cost of project should be supported by quotations from suppliers/service providers

4. **Financing of Project** : (in Rs)

Amount of Grant being requested
Personal Financing
Other Sources of finance
Total

State sources:

5. **Previous Development Grant/s obtained:**

SN	Project	Name of Group	Year	Amount
1.				
2.				
3.				
4.				
5.				

6. **Brief on Experience as Artists***:

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** Full details including documentary evidence should be submitted in the artist portfolio.*

7. **List of persons engaged in the project**

SN	Name	Designation	Role/ Responsibility
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

8. Letter of invitation from Organiser of event is at Annex :

9. My group portfolio is submitted at Annex :

10. **Cost of Project** (Fill in where appropriate. In case exact figures are not available, applicants must submit fair estimates of cost.)

	Total Cost (Rs)	Remarks
Air fares		No. of persons - Price of ticket - Itinerary -
Freight		Expected weight - Cost per kg -
Accommodation		No. of persons - No. of nights - Cost per night -
Rental of venue		
Sets and props		

	Total Cost (Rs)	Remarks
Costumes		
Royalties		
Marketing expenses		
Other expenses: 1. 2. 3. 4. 5.		
Total Expenses:		
Sources of Revenue: • Ticket Sales • Sales of merchandise/ programmes • Sale of publications • Registration fees (for workshops or conferences) • Honorarium/Per Diem • Performance fees		
Other revenue: • Donations from members or well-wishes • Private/Corporate sponsorships • Income from advertisements		
Other sources of Revenue: 1. 2. 3. 4. 5.		
Total Revenue:		
Excess/(Deficit)		

11. Payment of Grant

Give full details on the name/s and address to whom payment(s) are to be effected: -

12. Referees

Referee 1

Referee 2

Name :

Name :

Occupation :

Occupation :

Address :

Address :

.....

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Tel. No. : Fax No. :

Tel. No. : Fax No. :

Email :

Email :

IWE HEREBY, HAVING READ THE DETAILS OF THE SCHEME, CERTIFY THAT ALL THE INFORMATION SUBMITTED IS TRUE. I UNDERSTAND THAT INCOMPLETE APPLICATION OR FAILURE TO SUBMIT RELEVANT DETAILS AND ANNEXURES MAY LEAD TO DISQUALIFICATION.

Date: Signature :

13. FOR OFFICIAL USE ONLY

Complete / Not complete

Missing Documents :

- (i)
- (ii)
- (iii)

I hereby certify having checked the application form, I hereby certify that it is in order and may be submitted to the Evaluation Committee.

Name : _____ Designation _____
Date : _____ Signature : _____

INTERNATIONAL COLLABORATION GRANT FOR ARTISTS

INFORMATION TO APPLICANTS

Application Form together with supporting documents should, preferably, be submitted in person to the Ministry of Education, Culture and Human Resources.

A. Copies of documents to be submitted

- (a) Birth Certificate and National ID Card;
- (b) Birth Certificate & National ID Cards of all members of the group, in case application is from a group;
- (c) Letter of Registration from the Ministry of Education, Culture and Human Resources/Mauritius Society of Authors (MASA);
- (d) Letter of Incorporation/Registration, in case of a public company;
- (e) Memorandum of Association.

- #### **B.**
- 1. Details of previous works portfolio/projects, supported by documentary evidence such as press cuttings, testimonials, etc.
 - 2. Detailed project for which financing is sought, including:-
 - (i) financial breakdown;
 - (ii) quotations;
 - (iii) receipts;
 - (iv) implementation schedule; and
 - (v) other relevant materials.
 - 3. Letter of invitation from Organiser of the Event.