

No. R. 645**20 July 2010****Lotteries Act, No. 57 of 1997****Application for Grant in Terms of the Lotteries Act, 1997
(Act No. 57 of 1997)**

In terms of section 60 of the Lotteries Act, 1997 (Act No. 57 of 1997), I, Dr Rob Davies, Minister of Trade and Industry, hereby publish the regulations and the Form for application of grants in terms of Section 28(5), 29(5), 30(5) and 31(6) of the Act. The following regulations will be repealed with effect from 30 July 2010 –

Regulation No. 3446 published in the Government Gazette No. 21619 of 29 September 2000;

Regulation No. 6908 published in the Government Gazette No. 21696 of 27 October 2000;

Regulation No. 1468 published in the Government Gazette No. 27118 of 15 December 2004;

Regulation No. 1863 published in the Government Gazette No. 28130 of 13 October 2005;

Dr Rob Davies, MP

Minister of Trade and Industry

Regulations Relating to Allocation of Money in National Lottery Distribution Trust Fund

1. Definitions

1.1 In these regulations, unless the context otherwise indicates-

“the Act” means the Lotteries Act, 1997 (Act No. 57 of 1997)

2. Percentages in respect of allocation of funds (see 26 (1))

2.1 The balance in the fund as contemplated in section 26 (3) of the Act, shall be allocated as follows:

2.1.1 For expenditure on or connected with reconstruction and development projects or other programs referred to in the Reconstruction and Development Programme Fund Act, 1994 (Act No. 7 of 1994), will be zero percent;

2.1.2 for charitable expenditure, not less than forty five percent;

2.1.3 for expenditure on or connected with the development of sport and recreation, not less than twenty two percent;

2.1.4 for expenditure on or connected with the Arts, culture and the National historical, natural, cultural and architectural heritage, not less than twenty eight percent; and

2.1.5 for expenditure in respect of miscellaneous category not more than five percent.

3. Requirements for the allocation of funds for charities (see 28)

3.1 A juristic person applying for a grant in terms of section 28 of the Act shall:

- 3.1.1 be an organization or institution established for charitable, benevolent or philanthropic purposes, including friendly societies, welfare organizations and conduit organizations or trusts in respect of any such organization or institution;
- 3.1.2 state that its income and property are not distributable to its members, employees or managers, except as reasonable compensation for services rendered;
- 3.1.3 indicate that changes in the composition of its membership or management will not substantially affect its continued existence;
- 3.1.4 establish that it aims to improve quality of life of people and communities who are disadvantaged by poverty or social exclusion;
- 3.1.5 establish that it:
 - (a) funds or intends to fund projects which enable people to become involved in activities which improve the quality of life of the community as a whole;
 - (b) funds or intends to fund projects which assist those at greatest disadvantage or excluded from the community, especially projects pertaining to elderly people, the disabled and children or;
 - (c) provides or intends to provide facilities for the under-privileged;
- 3.1.6 indicate that the projects undertaken or to be undertaken shall be for the public good and that there is a clear demand thereof;
- 3.1.7 indicate that the intended project produces or will produce significant improvements or new developments which would not have otherwise taken place;
- 3.1.8 establish that the project or intended project is financially viable and capable of being implemented;
- 3.1.9 establish that it has adequate measures and procedures for the proper application of sound economic and effective management;
- 3.1.10 ensure that proper accounting records are kept;
- 3.1.11 furnish a written report pertaining to its financial state of affairs and activities; and

3.1.12 indicate the procedure for changing its constitution in respect of its aims.

4. Requirements for the allocation of funds for sport and recreation (see 29 (1))

4.1 A juristic person applying for a grant in terms of section 29 of the Act shall:

- (1) be a body established for sport or recreational purposes;
- (2) state that its income and property are not distributable to its members, employees or managers except as reasonable compensation for services rendered;
- (3) indicate that changes in the composition of its membership or management will not substantially affect its continued existence;
- (4) establish that it :
 - (a) funds or intends to fund projects which enable people to become involved in activities which contribute to the development of sports and recreation;
 - (b) funds or intends to fund projects which assists disadvantaged communities to become involved in sporting or recreational activities;
 - (c) provides or intends to provide sporting or recreational facilities which are accessible to communities, including children and the disabled;
 - (d) will reasonably maintain such facilities
- (5) indicate that the projects undertaken or to be undertaken shall be for the public good and that there is a clear demand therefore;
- (6) indicate that the project or intended project produces or will produce significant improvements or new development in sport or recreation which would not otherwise have taken place;
- (7) ensure that the project or intended project is financially viable and capable of being implemented;

- (8) ensure that it has adequate measures and procedures for the proper application of sound, economic, efficient and effective management;
- (9) ensure that proper accounting records are kept;
- (10) furnish a written report pertaining to its financial state of affairs and activities; and
- (11) indicate the procedure for changing its constitution in respect of its aims.

5. Requirements for the allocation of funds for arts, culture and national heritage (see 30(1))

5.1 A juristic person applying for a grant in terms of section 30 of the Act shall:

- (1) be a body established to promote the arts, culture or the national historical, natural, cultural or architectural heritage;
- (2) state that its income and property are not distributable to its members, employees or managers, except as reasonable compensation for services rendered;
- (3) indicate the changes in the composition of its membership or management will not substantially affect its continued existence;
- (4) ensure that it aims:
 - (a) to enable people throughout the Republic to enjoy a range of art activities both as audience and participants;
 - (b) to make the arts accessible to more people;
 - (c) to help remove barriers to enjoyment of the arts which may be caused by inadequate facilities; or
 - (d) to promote consciousness of, or to preserve, culture or national historical, natural or architectural heritage;
- (5) ensure that it:
 - (a) funds or intends to fund projects:

- (aa) which address the under-provision of facilities outside the principal centres of population;
 - (bb) to improve or refurbish existing venues;
 - (cc) within art forms which are inadequately provided for;
 - (dd) which extend access to the arts; or
 - (ee) which promote consciousness and aim to preserve culture or the national historical, natural, cultural or architectural heritage;
- (b) enables people to become involved in activities which contribute to the development of the arts, culture or the National historical, natural, cultural or architectural heritage;
 - (c) funds or intends to fund projects which assist disadvantaged communities to become involved in the arts, culture or the 'national historical, natural or architectural heritage;
 - (d) provides or intend to provide facilities in respect of the arts, culture or national historical, natural or architectural heritage which are accessible to communities;
 - (e) indicate that the projects undertaken or to be undertaken shall be for the public good and that there is a clear demand therefore;
 - (f) indicate that the project undertaken or to be undertaken shall safeguard and enhance the natural, cultural or architectural heritage of South Africa;
 - (g) indicate that the project or intended project will produce historical, natural, cultural or architectural heritage which would not otherwise have taken place;
 - (h) establish that the project or intended project is financially viable and capable of being implemented;
 - (i) establish that it has adequate measures and procedures for the proper application of sound, economic, efficient and effective management;

- (j) keeps proper accounting records;
- (k) furnishes a written report pertaining to its financial state of affairs and activities; and
- (l) indicates the procedure for changing its constitution in respect of its aims.

6. Requirements for the allocation of funds for miscellaneous purposes (Sec 31)

6.1 A juristic person applying for a grant in terms of section 31 of the Act, in respect of any matter approved by the Minister as contemplated in section 26(3)(e) of the Act, shall:

- (a) state that its income and property are not distributable to its members, employees or managers, except as reasonable compensation for services rendered;
- (b) indicate that changes in the composition of its membership or management will not substantially affect its continued existence;
- (c) ensure that it aims to improve the quality of life of people and communities who are disadvantaged by poverty or social exclusion;
- (d) indicate that the projects undertaken or to be undertaken shall be for the public good and that there is a clear demand therefore;
- (e) indicate that the project undertaken or to be undertaken shall promote social inclusion and encourage community involvement;
- (f) indicate that the project or intended project produces or will produce significant improvements or new development which would not otherwise have taken place;
- (g) ensure that the project or intended project is financially viable and capable of being implemented;
- (h) ensure that it has adequate measures and procedures for the proper application of sound, economic, efficient and effective management;
- (i) ensure that proper accounting records are kept;

- (j) furnish a written report pertaining to its financial state of affairs and activities; and
- (k) indicate the procedure for changing its constitution in respect of its aims.

7. Application Forms for grant (see s28(5), 29(5), 30(5) and 31(6))

- 7.1 Any application for a grant in terms of section 28(5), 29(5), 30(5) and 31(6) of the Act shall be made to the distributing agency on the Form 2010/1 in the Annexure.

General

These regulations shall be called Regulations Relating to Allocation of Money in National Lottery Distribution Trust Fund and will come into operation on 30th of July 2010.

FORM 2010/1

**APPLICATION FOR A GRANT IN TERMS OF THE
LOTTERIES ACT (ACT No. 57 OF 1997)**

INSTRUCTIONS

1. Please indicate (with a cross in the relevant box) if your application for a grant is in terms of:
- Charities (Section 28 of the Act)
- Sport and Recreation (Section 29 of the Act)
- Arts, Culture and National Heritage (Section 30 of the Act)
- Miscellaneous Purposes (*any purpose other than the three categories above*)(Section 31 of the Act)
2. This application form is in five parts:
- In section A: Details of the organization.
- In section B: Explanation on the funding required
- In section C: Information of organizational finances.
- In section D: Details of at least two contactable Referees.
- In section E: Mandatory documents to be submitted with the application form

NB: If there is not enough space on this form for your answers, please use and attach further sheets of paper

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SECTION A DETAILS OF YOUR ORGANIZATION

- A1** Name of organization:
- A2** Postal address:
- Postal code:
- A3** Street address:
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- Province:
- A4** Telephone number: **A5** Fax number:
- A5** E-mail address:
- A6** When was your organization formed?
- A7** What kind of registered organization are you? (E.g. Non-Profit Organization, Section 21
Company, Public Benefit Trust):
- A8** When was your organization registered?
- A9** Registration number: (Please attach a copy of your registration certificate)
- A10** Details of the main contact person with executive powers (e.g. Manager/Programme Director)
- Name: Position:
- South African I.D. Number: (Attach Certified Copy of ID)
- Address: Tel:
- A11** Details of a second contact person (e.g. Chairperson):

Name: Position:
 South African I.D. Number: (Attach certified copy of ID)
 Address: Tel:

A12 Names and positions of the Members of the Management Committee: (Members are required to attach certified copy of ID):

1. Name: Position:
 I.D. Number: Tel:
2. Name: Position:
 I.D. Number: Tel:
3. Name: Position:
 I.D. Number: Tel:
4. Name: Position:
 I.D. Number: Tel:
5. Name: Position:
 I.D. Number: Tel:

A13 Are you affiliated to any organizations? If Yes, name them:

A14 Are you an umbrella body? If Yes, what organization are you affiliated to?
 (Attach a list if necessary)

A15 Describe the main purpose of your organization:

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A16 Describe the nature of services and/or products that your organization provides AND the people who will benefit from the services and/or products:

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A17 In which province/s do you operate? (Tick next to the province/s that apply to you)

Eastern Cape	Free State	Gauteng
KwaZulu Natal	Limpopo	Mpumalanga
Northern Cape	North West	Western Cape

A18 Please fill in the information bellow on your staff composition

NO OF PAID STAFF		NO OF VOLUNTEERS	
No. of full-time staff	No. of part-time staff	No. of full-time volunteers	No. of part-time volunteers

A19 Please provide current employment equity status / equity plan for your organisation

SECTION B: THE FUNDS YOU ARE APPLYING FOR, AND HOW YOU WILL USE THEM IF GRANTED.

B1 Are you applying for: (Tick the relevant box?)

- A grant in support of your overall operations? OR
- Funding for specific projects? If Yes, they are:
- Already in existence?
- An expansion?
- New?

B2 What amount of money are you requesting?

B3 For what period? (E.G. 1 year, 2 years, multi year etc).....

B4 Please attach a detailed budget with a motivation on the utilization of grant. For capital expenditure attach supporting documents such as quotations, architectural and proof of ownership.

B5 Indicate which groups of people will benefit from the funding, if granted and how many? [Give numbers]

- | | |
|------------------------------------|---------------------------------|
| Children: | Women: |
| Children with disabilities: | Adults with disabilities: |
| Youths: | The elderly: |
| People living with HIV/AIDS: | The chronically ill: |
| Drug Abusers: | Criminal Offenders: |
| The Unemployed: | The homeless: |
| Other (specify): | |

B6 Indicate the specific areas where the people who will benefit from the funds reside:

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B7 Have you benefited from the fund before? If Yes fill in the box

Project Number	Year	Amount received and what for?	Have you submitted all the progress reports?

B8 If you applied but were not funded, please give reasons

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SECTION C: INFORMATION ON YOUR ORGANIZATION'S FINANCIAL DETAILS

C1 Bank details

Name in which the account is held:
 Name of Bank:
 Type of account: Account number:
 Branch: Branch Code:

C2 List 3 people **who** are authorized to sign cheques on your account/s:

Name: Position in Organization:
 Name: Position in Organization:
 Name: Position in Organization:

SECTION D: REFEREES

Please give the details of three credible referees from the community in support of your application e.g. police commissioner, religious leader, local councilor, etc. (Referees must be independent and may NOT be employees, Committee members or volunteers)

1. Name: Position:
 Tel:

2. Name: Position:
 Tel:

3. Name: Position:
 Tel:

SECTION E: MANDATORY DOCUMENTS

The following documents should be attached to this form as applicable

- Organizational founding documents (this requirement is applicable to organizations that have not previously been funded by the NLDTF or if the objectives of the organization have since changed)
 - *Constitution/ Articles and Memorandum of Association/ Trust deed*
 - *Institutions established by an Act of Parliament must only cite the enabling Act*
 - *Proof of registration for non-profit organizations, section 21 companies, Public Benefit Trusts and schools registered with the Department of Education (except private schools)*
 - *(Municipalities and Tertiary Institutions are excluded from this requirement but they must cite the enabling Act).*
- Detailed project business plan
- Detailed Project Budget (specific line items with unit cost, quantities, total cost per item)
- Project motivation
- Most recent annual financial statements of the organizations:-
 - *for a year for organizations that have previously received funding from NLDTF*
 - *for two consecutive years signed and dated by a registered and independent Accounting Officer or an Auditor in the case of organizations that have not been previously funded by the NLDTF*
- Signed Auditors report or Accounting Officer
- Applications for declared heritage site development/renovations must be accompanied by approval from relevant provincial or national authority.

DECLARATION

Iconfirm, on behalf of:(Name of organization) that I am authorized to sign this declaration, and that to the best of my knowledge all answers to the questions on this form are accurate. If this application is successful, this organization will use the grant only for the purposes specified in this application, and will comply with all the terms and conditions attached to the grant. I confirm that the organization has the power to accept the grant subject to conditions and repay the grant if the grant conditions are not met.

Name:

South African Identity number:

Position in organization.....

.Date:

Signature: