

Wednesday 10th March 2021

FAQs: South African Screen Sector Support Fund (SASSSF)

Q: Which individual workers are eligible for this Fund?

A: The Screen Sector Support Fund was created and launched to provide relief to workers in the Screen Sector who have been – and are still - affected financially by the pandemic. For this current call, applicants who are individuals (not sector Organisations) must be working in the sector (or have worked in the sector for at least 2 years since March 1st 2018), specifically in position/s that are accordance with the list of eligible job positions agreed by the Screen Sector Support Fund founders and major donors.

Tshikululu (TSI) will screen each and every application for eligibility - while the final decision-making will be conducted by a Selection Committee nominated by representatives of the local screen sector and Gray Global Advisors – and confirmed with the key donors.

Please refer to the list of eligible categories below:

<ul style="list-style-type: none">• Accounts Dept. (Accountant, Assistant, Petty Cash Clerk)• Brushhand• Casting (including Coordinator, Casting Director, Assistant Casting Director, professional talent agents, Chaperone)• Continuity• Choreographer (on set)• Content Moderator• Content story researcher• COVID-19 19 Monitor• Dialect/Accent Coach• Director• Director Assistant• Drone Pilot• Dubbing Director• Environmental Control Officer• Extras Coordinator	<ul style="list-style-type: none">• Food Styling Assistant (preparing and cooking food to be styled and presented on set)• Greens• Hair and make-up• HoD (Head of Department – please specify)• Live Logger• Live Feed Assistant• Medic (set)• On Set Live grade and Exposure Control• Professional Audiovisual Actors (Please note that this excludes extras, models and live performance actors)• Prosthetics (artist, mould maker)• Quality Control• Scenic Dept• Screenwriters• Script Coordinator• Script Editor	<ul style="list-style-type: none">• Set design and decoration (set decorating scenic/ set finisher, Set Decorating and dressing)• Sign Writer (screen/scenic artist)• Skipper• Special effects (on-set visual effects techniques; you could also call them 'practical effects')• Storyboard Artist/ Animatic artist• Stock Controller• Stunt Dept.• Technician (including audio and visual technician)• Vision Control• Videographer (behind the scenes)• Wardrobe• Other (Please specify and describe)
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Q. What are the application criteria for Individual applicants to the Fund?

A: The eligibility criteria for **individual applicants** are aimed at supporting and offering some relief to those workers who have been hit the hardest with the COVID-19 pandemic. In order to be eligible for a grant, each applicant must:

- provide evidence that her/his job function is on the approved list as listed above;
- have been resident, legally, in South Africa since at least 1 March 2018;
- provide evidence that s/he has worked in the South African Screen Sector for at least two years since 1 March 2018;
- demonstrate that her/his primary source of income has been from the Screen Sector from at least 1 March 2018;
- establish and describe financial need;
- provide contact details of at least two (2) referees, one of which may include the applicant's agent (with her/his details provided), plus the name/s of specific production/s) to confirm that s/he has worked in the Sector during the qualifying period.

NOTE: Applicants may have been recipients of other grants. This is not a criterion for eligibility – but data will be gathered for statistical purposes. Any grants received since March 1st 2019 or that you are confirmed to receive within the next 6 months must be declared and described.

Q. What are the application criteria for applications to the Fund from Industry Associations?

A: A second objective of the Screen Sector Support Fund is to provide relief to Industry Organisations that have been supporting workers including producers, crew, performers, administrators and others in the Screen Sector who are affected by the pandemic.

The eligibility criteria for Industry Organisation applicants is aimed at assisting those organisations whose work has been affected by the COVID-19 pandemic – helping to bolster them in continuing the work that they do in support of their members and the overall Screen Sector.

Industry Organisations are invited to apply for a grant for operational expenses (not for project or new initiative funding). The amount of any grant awarded will be determined taking into account some/all of the following factors:

- the total pot of money available for distribution to industry organisations that apply for grants;
- the financial health of the organization;
- the specific work of the organization;
- the recognized role and importance of the organization in respect of representing and safeguarding the interests of the country's Screen Sector.

Industry Organisation applicants must:

- have been constituted, registered and operating in South Africa since at least March 1st, 2016;
- have worked in and represented members from the Screen Sector since at least March 1st 2016;
- be a registered PBO - any Organisation that is **not** a PBO will not be eligible;
- show (including with independent confirmation) that they have offered support to members and to the

Screen Sector before and during the pandemic.

NOTE: Applicants *may* have been recipients of other grants. This is not a criterion for eligibility – but any such grants received since March 1st 2019 and/or confirmed to be received within the next 6 months must be declared and described.

Q. Are there any supporting documents that must be sent/submitted with an application?

A: Yes. While we don't want to make this process difficult for applicants, we also want to make sure that the people and Industry Organisations that most deserve assistance from the fund will benefit. Therefore, applicants will need to provide a number of documents necessary to prove their identity, confirm that they are eligible and describe their need.

For individual applicants, these include:

- Certified South African ID document or passport;
- If a foreign national, a certified work permit or permanent residence document;
- Evidence that s/he has worked in – and obtained her/his primary income from - the SA Screen Sector for at least two years since 1 March 2018 - e.g. pay slips, contract/s, etc.;
- A least two (2) references attesting to your work during this period (e.g. from a production company) plus the name/s of the specific production/s - as evidence that the applicant has worked in – and gained her/his primary income from - the Screen Sector during the qualifying time period;
- Three months of bank statements (these can be online statements or from the bank);
- A bank account letter confirming the details of the account into which funds will be deposited if the application is successful;
- Proof of residence (e.g. utility or retail bill, lease agreement or affidavit from a police station);
- Disclosure of other grants received since March 1st 2019 or expected by the end of September 2021;
- A Letter of motivation to introduce yourself, explain what relief or assistance you are requesting and why you need it;

For Industry Organisation applicants, requirements include:

- Confirmation of PBO status – i.e. valid PBO letter and PBO Number;
- Documentation for the Organisation (including a copy of the current Constitution of the Organisation, memorandum of incorporation and/or trust deed);
- A copy of the current BBBEE certification or BEE Affidavit (if one is available);
- Details of the membership (but no personal details of individual members);
- Details of two (2) contactable referees in the creative industries who are not within the governance structure of the organisation – who can confirm that the Organisation has worked in and represented members from the Screen Sector since at least March 1st 2016;

- Tax clearance certificate and/or Tax PIN;
- Stamped bank letter confirming bank details (this is the account to which any grant awarded will be deposited);
- The latest six (6) months bank statements;
- Most recent Annual Financial Statements (no older than 18 months) preferably audited
- Management accounts for the past 6 months;
- Cashflow forecast – for at least 6 months ahead (to the end of September 2021);
- Details of donations and/or grants received or expected;
- A Letter of Motivation to introduce the organisation and its work/mission/impact, explain what relief or assistance is being requested and why it is needed;
- Details of Board members (Trustees, Directors, Executive Committee (EXCO) members etc.) sufficient to satisfy FICA review.

Q: How will you decide who receives payouts from the Fund?

A: All applications received will be screened by Tshikululu to ensure they meet the eligibility requirements.

Following this stage, qualifying applications will be evaluated by a Selection Committee consisting of qualified individuals (selected by the Screen Sector Support Fund founders and major donors) who will review applications and determine which applicants will receive grants.

Q: Your application process allows for both electronic and physical submissions. How will you ensure that the speed that electronics has with submitting applications doesn't disadvantage those who are sending applications by physical mail?

A: We acknowledge that internet access can be a challenge for some applicants. Therefore, the Selection Committee has ensured that the evaluation process is conducted in a way that provides for physical mail applications to be evaluated concurrently with the electronic applications – as long as packets of paper/physical are marked as posted/mailed by the deadline and taking into account potential mail delivery delays.

Q: How much might I receive as an individual?

A: Each successful applicant is eligible for a R15 000 one-time benefit.

Q: How much will successful Industry Associations receive?

A: The grant amount for any successful Industry Organisation will be determined taking into account some/all of the following factors:

- The total number of organisations applying and the total amount of money in the Fund available for those applicants;

- The financial health of the organization (as confirmed by the various detailed financial paperwork that is submitted);
- The specific work of the organization;
- The recognized role and importance of the organization in respect of representing and safeguarding the interests of the country's Screen Sector – including confirmation by referees and any other supporting documentation.

Q: How long must applicants wait to receive the payout?

A: We want the process to be as agile and efficient as possible. However, parts of the process (especially FICA review) take time (regardless of the COVID-19 situation – but, likely, extended because of it) and Tshikululu is not able to control that timing.

Applicants will receive updates from Tshikululu during the process – and successful recipients should not wait more than two weeks to get the payout from the date they've been notified that their FICA review has been successful (please see below).

The diagrams below may be helpful in understanding the overall process – and note that they attempt to estimate the maximum time for each component of the process.

I WILL INSERT THE INFOGRAPHICS ONCE SIGNED OFF BY MARIANNE

Q: How will applicants be notified/know if an application has/has not been successful?

A: Your application form includes contact information that Tshikululu will use to let applicants know where they are in the process – including if their application has been successful.

1. The first notification will be confirmation that the application has been received by Tshikululu;
2. Any applicants that fail the initial screening will be notified;
3. Once your application has been evaluated by the Selection Committee, applicants will be informed about the status of their applications, i.e. whether it was successful or has been declined;
4. Successful candidates will be asked to provide **additional** information needed for the FICA review process. Unsuccessful candidates will be notified accordingly;
5. Following the FICA review, successful applicants will receive their grant – and any unsuccessful applicant will receive a notice of their status.

Q: What is the mechanism for disbursement of funds?

A: Funds for approved applicants will be disbursed through local bank transfer to bank accounts – using the details that each applicant will provide including documentation to prove their status regarding the account and applicable details required for any grant award to reach the account.

Q: How will you determine the amount of the individual payouts?

A: We want to bring relief to hard-hit workers and Organisations in these difficult times - with individual workers receiving an individual one-time benefit of R15 000 and grants for Industry Associations being assessed on their merits as outlined above. So each application will be considered carefully by the applicable Selection Committee.

Q.: When will the period for applications close?

A: Applications for individuals must be submitted digitally or, if sent by mail, postmarked by **Midnight on Friday 19th March 2021** and applications for Industry Associations must be submitted digitally or, if sent by mail, postmarked by **Midnight on Monday 5th April 2021**.

Should there still be funds available after the first round of evaluation is completed and funds are disbursed, we will open a further window for applications - and inform members of the screen sector accordingly.

Q: If the Covid-19 disruptions to local productions continue even longer than expected, what will you do then? Will you consider extending or increasing the Fund?

A: We are continuing to try to raise money and as additional funds become available we may issue further calls for applications – accompanied by a corresponding set of eligibility criteria.