



To: Community Broadcast Station Managers
From: MDDA
Date: 26 March 2020
Subject: **Emergency Response Funding Package for Community Media**

Dear Community Media

The MDDA is grateful for the vital contribution you make to informing our communities across South Africa, particularly in worrying times such as these. We also recognise the risks that you will be facing in continuing to provide your vital service to your audience during the national lockdown.

As a result, we have launched an emergency response fund through which we will provide support to community media projects in acquiring or renting the additional safety measures you require to minimise the safety risks to you and your staff during this period, and to assist your station with quality and community specific content.

The immediate emergency response pack will cover items such as hired transportation, safety essentials, fuel, data/communication and hygiene costs, etc., to prevent staff and volunteers having to use public transport and to provide them with resources to generate quality and community specific content.

1. Emergency Response Package

The package to be provided to Community Broadcasters is designed to cover the following items for a month:

Table 1

Items	Costs	Notes
Car rental plus petrol	R25 000.00	for volunteers/staff to get to work and for news generation
Petrol	R5 000.00	Transportation
Data/communication costs	R10 000.00	For news and content generation
Safety Essentials	R5 000.00	Masks, gloves, sanitisers and soap
Total Amount	R45 000.00	

It should be noted that the MDDA has discretion in terms of granting of the emergency response funding.



Chairperson: Mr N Munzhelele (Chairperson), Mr C Mashile, Ms Della Togna, Dr N Mbava, Mr N Monare, Ms Z Potye (CEO), Mr Y Asmal (CFO)
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2. How to apply for the emergency response package for immediate EFT payment

To access the fund, please email **all** of the following to applications@MDDA.org.za

- A **formal request** on your station's letterhead to access the fund **signed by the Chairperson** of your station's Board. In the letter, please **confirm that you are currently on air; and**
- A bank confirmation letter of your station's bank details; **and**
- A valid **SARS** certificate or compliant CSD document; **and**
- A valid copy of a **broadcast licence; and**
- A **signed copy of this letter** accepting to access and abide by the rules of the fund, **and**
- A copy of and the **Identity Document (ID)** of the person applying for the fund.

APPLICATIONS TO ACCESS THE FUND MUST BE SUBMITTED STARTING FROM TODAY, 26 MARCH UNTIL 17H00, MONDAY 30 MARCH 2020

3. Reporting on use of emergency response funding

A narrative report and proof on use of the emergency response funding provided by the MDDA must be supplied by recipients to the MDDA by no later than 31 May 2020.

This report is to be emailed to applications@mdda.org.za together with the proof of expenditure, such as receipts, invoices or a bank statement.

4. Special conditions

Failure to report on the use of the emergency funding will be treated as a breach of the terms of the emergency fund.

If the funding is not correctly accounted for, the beneficiary may not be considered for future funding opportunities by MDDA.

5. Conclusion

Once again, we would like to extend our gratitude to the community media for the vital role you all play in our democracy and the sacrifices you are making during these times.

From all of us at the MDDA, please take all the necessary precautions to stay safe.

Yours sincerely

Zukiswa Potye
Chief Executive Officer



Acceptance of the Fund

I..... (name, surname, position and name of the station), hereby apply for the MDDA emergency funding. I further undertake to oblige with the rules of the fund, including providing a report with receipts and all relevant documentation on its use, within the prescribed period. I further in my capacity as a duly authorised representative of the applicant consider the special conditions binding on the applicant and understand the consequences thereof.

Signed at.....on this day.....

Name and Surname

Position.....