



NATIONAL COMMISSION FOR CULTURE AND THE ARTS

*Excerpts from the Minutes of the Regular Commission Meeting held on
December 16, 2014, NCCA, Manila*

and

*Confirmed at the Regular Commission Meeting held on
February 5, 2015, NCCA, Manila*

.....

Special Resolution

[U]pon motion made and duly seconded, the Commission approved and confirmed this ***Special Resolution***:

Resolution No. 2014-463

***Approving the Guidelines on NCCA Support for
Participation in International Events***

Thereby amending Resolution 2004-107

RESOLVED, as it is hereby **RESOLVED**, To Approve the ***Guidelines on NCCA Support for Participation in International Events***, herewith attached as Annex A;

RESOLVED FURTHER, That Resolution 2004-107 "***Guidelines on NCCA Support for International Travel***", particularly the guidelines covering Competitive Travel Grants is hereby amended.

.....

Prepared by:

MYLA T. BUAN
Board Secretary

For the Board:

FELIPE M. DE LEON, JR.
Chairman

GUIDELINES ON NCCA SUPPORT FOR PARTICIPATION IN INTERNATIONAL EVENTS

I. BACKGROUND

The NCCA recognizes the importance of Philippine participation in international events for broader dissemination of Philippine arts and culture and in the strengthening linkages with the global community of artists and cultural workers. Furthermore, participation of individual artists and cultural workers and performing groups in competitions, festivals, conferences and other events provide opportunities for honing the talents of the Filipino artists and enriching their knowledge about cultures.

II. GENERAL GUIDELINES

1. While the NCCA shall provide assistance to participation of individual artists, cultural workers or performing groups in international festivals, competitions, conferences and other events, it takes cognizance of the limited financial resources of the Commission, thus the need to prioritize participation to events that are significantly beneficial to the country
2. The NCCA shall prioritize participation in activities following the NCCA list of accredited international events.
3. The requesting artist or groups must be able to identify other sources to complement the partial financial assistance which the NCCA can provide.

III. SPECIFIC GUIDELINES

1. The approval of the request for travel grant shall be based on the *NCCA accredited list of international events* and endorsement of the concerned National Committee and confirmed by the Chairman of the Commission.

The NCCA may consider support for participation to an international event which is not in the list, on a case to case basis. Provided, the participation of the Philippines and the event itself will have significant impact in promoting Philippine culture to the global community.

2. Requests for travel grants shall be received by NCCA within 2 months prior to the departure of the grantee. Thus, the NCCA shall accept requests for travel grants until October of the current year only. However, it may cover actual travel until December of the same year.



3. Performance or study tours of individuals and groups will not be covered by this assistance program.
4. Travel grants of the NCCA shall cover the airfare only which shall be released directly to the travel agency or on reimbursement basis and upon submission of the necessary supporting documents.
5. Travel grants shall be appropriated as follows:

| No. of Participants | Within Asia | Outside Asia |
|---------------------|---------------------|---------------------|
| 1 | Maximum of P40,000 | Maximum of P70,000 |
| 2-3 | Maximum of P90,000 | Maximum of P120,000 |
| 4 – 10 | Maximum of P150,000 | Maximum of P200,000 |
| 11 - up | Maximum of P 200,00 | Maximum of P300,000 |

6. Considering the fact that release of the grant shall be through direct payment or by reimbursement, guidelines for approval of eligibility of a grantee will not apply. However, the requesting party shall submit 3 endorsements from cultural agencies, local government units, other government agencies or NCCA national committees.

7. Travel grant may be given to same artists, cultural workers or groups once every 2 years to be able to accommodate more grantees within the limited resources of the NCCA.

8. Only one representative (individual or group) shall supported by NCCA per international event. Should there more than one request for participation to the same event, the recommending body shall select the representative accordingly.

9. All recipients of travel grant shall provide the NCCA with re-entry program in the form of free performances or eco-seminars/ lectures.

10. Executive Council of the NCCA national committees or the organizations where they belong are not eligible to apply for travel grant under this program.

11. The request for travel grant must include the following: Letter of Invitation and Acceptance for the event organizer, comprehensive profile of the individual or group, 3 letters of endorsement, abstract or copy of paper to be presented, counterpart funding and roundtrip airfare quotation for economy class from three (3) travel agents or airlines.



IV. RESPONSIBILITIES OF NCCA

1. Grant the financial assistance as prescribe in this guidelines.
2. Extend assistance for processing of necessary travel documents as deemed necessary.
3. Monitor the implementation of re-entry program of the grantees.

V. RESPONSIBILITIES OF THE GRANTEE

1. Submit all the necessary travel documents upon arrival from the international travel.
2. Submit accomplishment report with photos on the travel.
3. Implement their identified re-entry program.

