APPLICATION SUMMARY

Application Language*

Application Language

○ I am applying in English

○ Je postule en français

I am applying for:*

I am applying for:

○ Seed Funding Grant

○ Established Collaborations Grant

SUBMISSION GUIDELINES

- This is the North Africa Cultural Program – Regional Competitive Creativity Fund Established Collaborations Grant application for independent arts and culture entities (institutions, collectives, spaces, networks)
- An applicant "entity" can be any structure ranging from a registered NGO to a non-registered, non-profit, or social enterprise.
- Applicants for this Fund should be based in one of the 5 following countries: **Algeria, Egypt, Libya, Morocco, and Tunisia**
- Grants under the RCOF Seed Funding Grant Scheme only support projects that involve collaborations between arts and culture entities between a minimum of two arts and culture entities, with at least one of them being based in one of the five North African countries (Morocco, Algeria, Tunisia, Libya, and Egypt) the program targets. Other partners should be from North Africa and the rest of the Arab and African regions. Beyond these two partners, the collaboration can include international partners with an encouraged preference for south-south collaborations.

- This application is open for entities that have not previously partnered on a collaborative project.
- The open call for the RCCF will be launched on **January 8, 2024**.
- Proposed projects should be implemented by **June 2027**.
- Please consult our [guidelines](#) regarding criteria, eligibility, and submission very carefully before completing and submitting your application.
- After you begin the application, you may save and return to it at any time. A link to your draft application will be sent to your provided email. Please save the link so you can resume your work. You will not be able to edit your application once it is submitted.
- Please make sure you save your application as a draft after finishing each section (every 10 to 15 minutes) to avoid losing what you have completed.
- Please note that neither drafts nor submitted applications will be accessible to you after the deadline.
- Limited to this particular program only, applicants with existing open grants from another AFAC program are eligible to submit applications.
- Fields marked with an asterisk (*) are mandatory. Your application will not be submitted if any of these fields is incomplete.
- Please adhere to the stated minimum and maximum number of words assigned to the various sections in the form.
- Saving a draft or submitting the application with uploads may take some time. Please do not close your browser before you are notified that the application was saved.
- Please adhere to the requested file types and sizes assigned to fields in the form.
- Please consult the SUPPORTING MATERIAL section at the end of the application to make sure you have all the required materials before completing your application.
- If you have any technical questions about the application please contact us at: rachad.chamoun@arabculturefund.org
- For further inquiries, please contact nacp@arabculturefund.org
- Application deadline: **March 5, 2024 at 17:00 (GMT+2)**

Project Synopsis*

[   ] Please provide the project synopsis in no more than 60 words

How many partner entities are involved in the project*

Partners List*

[   ] Please List the names of the partnering entities here

Established Collaborations Grant

PROJECT INFORMATION

Project title*

[   ]

Project Title in Arabic*

[   ]

Project Description

a- Please provide a brief description of the proposed program/project.

b- If the proposed project is a continuation/expansion of existing/past ones, please provide a brief overview of its history and an overview of earlier phases and their outputs.

Describe the lessons learned from the previous phase and/or provide findings and/or an evaluation.

Add your project description*

Characters remaining:0/3000

Main Goal*

Characters remaining:0/400

Describe the overall impact (long-term effect) of the project.

Approach & Outputs*

Characters remaining:0/3000

Please describe the project's outputs and activities (direct effect) and how this funding will improve the situation you are trying to address. How are you going to achieve the outputs? What is your approach, strategy, and method of implementation for the activities proposed?

Target group*

Characters remaining:0/400

Who are the direct target groups of your project and how will they benefit from the project? Who are the indirect beneficiaries and how will they benefit from the project? Please provide an approximate breakdown of groups in terms of profiles, age, and gender if applicable, and any additional information. Provide figures where possible.

Audience Engagement*

Characters remaining:0/600

Who is your target audience? What innovative strategies do you have in place to engage and connect with them effectively?

Challenges and Risk Management*

Characters remaining:0/750

What potential risks or challenges do you foresee in your project? How do your entities as partners plan to reduce or manage those risks? and how will you mitigate them?

Location*

Please indicate the geographic areas where the proposed project/activities will be implemented.

Start Date*

| Jan 2024 |

Please indicate when work on this project will be completed.

End Date*

| Jan 2024 |

Please indicate when work on this project will be completed. Note that the duration of the project cannot be less than two years and that all activities should be implemented by June 2027.

Implementation

Please use the following [implementation plan template](#)

Please upload the implementation plan*

No File Chosen
Permitted file types: pdf, csv, xls, xlsx Maximum file size: 10 MB

Monitoring and Evaluation*

Please describe the monitoring and evaluation process and assessment tools you will use to evaluate progress. *If needed, external monitoring and evaluation expertise may be solicited as part of this proposal. Please explain how you will measure the success of the project. Formulate 1-2 indicators (qualitative and quantitative) per output and objective.

Collaboration Purpose

Previous Collaborative Experience

Have you previously collaborated as a consortium? *

Have you previously collaborated as a consortium?

○ Yes

○ No

Have you or your collaborators been involved in similar collaborations before?*

Have you or your collaborators been involved in similar collaborations before?

○ Yes

○ No

Collaborative Merit

What is the primary goal or purpose of this collaboration?*

How does this collaboration align with the overall objectives of the project?*

How does this collaboration strengthen the project?*

What are the specific advantages of this collaboration, both for the project itself, the partners involved, and the broader community or intended audience?*

What is the added value of each partner?*

Roles and Responsibilities

Describe in detail the role each partner plays in the project.*

Budget

Total Budget of Project*

$

Numbers only. Please do not use letters or any kind of punctuation, separation, signs, or spaces.

Amount requested*

$

Numbers only. Please do not use letters or any kind of punctuation, separation, signs, or spaces. Please note that the requested amount should not exceed $150,000.

Budget Division

How is the budget divided in terms of allocations to each partner and how do these allocations correspond to the roles and responsibilities each partner plays?

Please note that AFAC does not promote any hierarchy between the collaborative partners, and holds them equally accountable in terms of fulfilling the grant deliverables. However, AFAC recommends that the partners choose one organization from their consortium to be responsible for meeting and reporting requirements and liaising between AFAC and the project partners. The reporting partner is eligible for %5 of the total grant sum to cover the time spent on these responsibilities, which will be specified upon contract signature.

Add you budget division here*

Detailed budget

Please upload the detailed budget for this grant using the [AFAC Budget Template](#)

Permitted file types: xlx, xlsx. Maximum file size: 10 MB

Please make sure that the allocations and expenditures of each partner are clearly stated.

Unload your detailed budget*

No File Chosen

Are you receiving (or have applied to) funding from other sources, will use your funds, or receive any in-kind contribution?*

Are you receiving (or have applied to) funding from other sources, will use your funds, or receive any in-kind contribution?

○ Yes

○ No

Please list your funding sources here*

Supporting Material

- It is highly recommended to submit supporting material/samples for the project you are applying for.
- **Applications lacking in supporting material will not be considered for evaluation nor will the applicant be contacted to send the missing material.**
- It is mandatory to submit samples of previous works/projects (up to three maximum).
- For projects involving residencies, the following supporting materials are required:
  - Proof of committed venues
  - Proof of consent of resident artists if it is a curated initiative
  - Proof of clear procedure for selecting artists in case of an open call process
- For projects involving training, the following supporting materials are required:
  - Curriculum of the training
  - Trainers; CVs and agreement/commitment letters from the trainers attesting to their participation
- For projects that involve multiple performances/festivals (theater, dance, music, screenings, and multidisciplinary projects), the following supporting materials are required:
  - Proof of consent for participating works
  - Proof of committed venue/space
- For projects that include exhibitions of artistic/cultural work, the following supporting materials are required:

- Proof of consent of exhibited artists
- Proof of committed venue/space
- For projects that involve work with external consultants, a commitment letter from this second party is required.
- For projects that involve archiving initiatives, the following supporting materials are required:
  - Proof of consent of archives' owners/collectors
  - Information describing the usage of the archives (whether it is an open source or not)
- For projects that involve the development of a framework for arts and culture education and cultural policies or other publications related to discourses on the arts in the region, the following supporting materials are required:
  - Consent of the participating experts
  - Mapping references
- Supporting files/samples of the current submitted projects and/or previous work smaller than 10 MB can be uploaded directly to the application.
- Supporting files/samples of current submitted projects and/or previous work exceeding 10 MB should be included as links to files on sharing websites (such as Dropbox, Vimeo, and YouTube…). For further inquiries regarding supporting material, contact the AFAC grants management team.

SAMPLES FROM SUBMITTED PROJECT

Please provide samples from the submitted project that are directly related to your collaborative project.

How would you like to submit your samples?*

How would you like to submit your samples? Required field

☐ Through links

☐ Through file upload

Submit Links

- Provide up to 3 links to items that support the artistic content of your proposal within the context of your collaboration. These items can include writings, research, images, videos, or fully produced works.
- Ensure that the provided links are accessible without any restrictions. If a password is necessary to access the files, please include it.
- Keep these links available until the evaluation process is closed, and the results are announced.

Samples of previous work

It is highly recommended to submit supporting material for previous projects carried out by each entity (up to 3 links max).

Previous work for Partner 1*

Please provide a maximum of 3 links

Previous work for Partner 2*

Please provide a maximum of 3 links

Partners Profile

Name of the entity*

Required field

Name of the Entity in Arabic*

[ ]

Phone Number*

[ ]

Email*

Website of Entity*

[ ]

Mailing address and/or P.O. Box *

[ ] Address Line 1

[ ] Address Line 2

[ ] City

[ ] State/Province

[ ] ZIP / Postal

Country*

[▼]

Location of the Entity's Headquarters*

[▼]

Year of Establishment*

Entity's Vision, Mission, and Objectives*

[   ]

Characters remaining:0/1500

List in bullet points the vision, mission, and objectives of your organization | Maximum: 1,500 characters

Field of Work*

Characters remaining:0/1500

Specify the discipline(s) and describe the areas of work (i.e. training, re-granting, festivals, exhibitions, research, archiving,…) | Maximum: 1,500 characters

Where does the Entity work?*

Characters remaining:0/1500

(List country(ies) and cities where your organization operates) | Maximum: 1,500 character

Entity's registration document (if applicable)

No File Chosen

Please upload an official document that proves that the Entity legally exists. Permitted file types: pdf, jpg, jpeg, png. Maximum file size: 10MB.

Name of the Head of Entity*

Upload the CV of the Head of Entity*

No File Chosen

Permitted file types: pdf, doc, docx. Maximum file size: 10 MB

Entity's Current Programs/Projects*

[ ]

Characters remaining:0/3000

Please list all the programs and projects currently run by the Entity including a description of each | Maximum: 3,000 characters

Has the Entity previously collaborated with the partner organizations on projects or programs?

Has the Entity previously collaborated with the partner organizations on projects or programs?

○ Yes

○ No

Annual Report*

[   ]

Please provide an online link to your latest annual report or any equivalent document. If no link is available, please upload your document to a file sharing platform (Google Drive, OneDrive...) and submit the link here

Please upload internal policies and governance documents*

No File Chosen

institutional documents- policies and processes, organigram… | Permitted file types: pdf, doc,docx, zip

Entity's Financials

Please provide the Entity's financials for the past three years.

2021

Year Budget*

$

Numbers only. Please do not use letters or any kind of punctuation, separation or signs. Do not use spaces.

Income*

$

Expenditure*

$

Numbers only. Please do not use letters or any kind of punctuation, separation or signs. Do not use spaces.

2022

Year Budget*

$

Numbers only. Please do not use letters or any kind of punctuation, separation or signs. Do not use spaces.

Income*

$

Expenditure *

$

Numbers only. Please do not use letters or any kind of punctuation, separation or signs. Do not use spaces.

2023

Year Budget*

$

Numbers only. Please do not use letters or any kind of punctuation, separation or signs. Do not use spaces.

Income*

$

Expenditure*

$

Numbers only. Please do not use letters or any kind of punctuation, separation or signs. Do not use spaces.

Past Projects/initiatives budget

List up to 3 projects carried out by the Entity in the past five years.

Project/Initiative 1

Title*

Year(s)*

total Budget*

$

Numbers only. Please do not use letters or any kind of punctuation, separation or signs. Do not use spaces.

Project Type*

Main Funder*

More?

More?

○ Add a project/initiative

○ No, Thanks

Audit Report*

Please provide an online link to your latest audit report or any equivalent document.

Financial Projection

No File Chosen

Please provide a primitive financial projection for the coming two years, if available | Permitted file types: pdf ,doc, docx, csv, xls, xlsx. Maximum file size: 10 MB

Entity's References

Please list two names and details of individuals to be contacted for reference. Please provide details for individuals who are not directly affiliated with your organization.

Reference 1

Name*

Email*

Phone Number*

Professional Role Or Relationship To The Entity*

Reference 2

Name*

Email*

Phone Number*

Professional Role Or Relationship To The Entity*

Please list two names and details of representatives of donor institutions to be contacted for reference.

Representative 1

Name*

Email*

Phone Number*

Professional Role Or Relationship To The Entity*

Representative 2

Name*

Email*

Phone Number*

[ ]

Professional Role Or Relationship To The Entity*

[ ]

Previous Grants

Has the Entity previously received a grant from AFAC?*

Has the Entity previously received a grant from AFAC?

○ Yes

○ No

please fill in the following fields:

Project Title*

[ ]

Grant Program*

[▾]

Year *

Has your Entity received a grant from the Swiss Cooperation Office or the Swiss Embassy?*

Has your Entity received a grant from the Swiss Cooperation Office or the Swiss Embassy?

○ Yes

○ No

please fill in the following fields:

Project Title*

[ ]

Grant Program*

[   ]

Year*

[   ]

Duration Of Grant*

[   ]