

APPLICATION SUMMARY

Application Language*

Application Language

- I am applying in English
- Je postule en français

I am applying for:*

I am applying for:

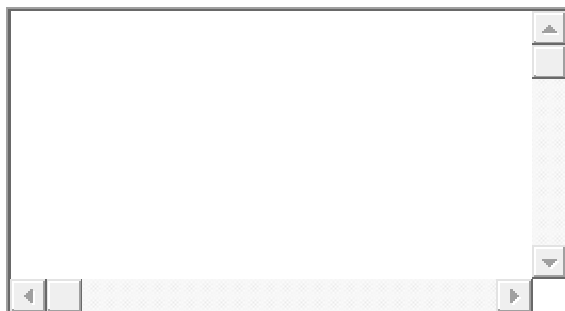
- Seed Funding Grant
- Established Collaborations Grant

SUBMISSION GUIDELINES

- This is the North Africa Cultural Program – Regional Seed Funding Grant application for independent arts and culture entities (institutions, collectives, spaces, and 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 only support projects that involve collaborations 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 partnered in a collaborative project previously.
- This application is open to entities and not individuals.

- The open call for the RCCF will be launched on **January 8, 2024**.
- Proposed projects should be implemented by **June 2027**.
- Please revise our [guidelines](#) regarding eligibility and submission criteria 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.
- Applicants who already have a current open grant from AFAC in any category are eligible to apply.
- 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 extensions 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

Before you begin, please take a moment to review the following sections of the application:

1. **Collaboration:** In this section, you will have the opportunity to outline the foundation of your collaborative project, including key partners, objectives, and potential impact. Please provide detailed information about your collaboration's goals and how you plan to achieve them collectively.
2. **Capacity Building:** Acknowledging the importance of building collaboration skills and knowledge, this section allows you to describe your capacity-building needs. Consider the skills and resources required to navigate the challenges and opportunities that may arise in collaborative projects.
3. **Concept Note:** The concept note provides an overview of your collaboration's vision, approach, and problem-solving capabilities. While it need not be exhaustive, it should offer a clear and concise understanding of your collaborative project.

As you complete each section, keep in mind that your responses will help evaluate the merit and potential impact of your collaborative project. Be concise, but thorough and specific in your answers.

Seed Funding Grants

The Collaboration

What is the main motive behind your collaboration? How do you envision this collaboration addressing a specific need or opportunity?*

What motivates the partners to collaborate? What unique strengths or expertise do they bring to this partnership?*

What roles will each partner play in developing the project? How will each partner contribute to the initial planning and development of the project?*


How will you use the Seed Funding Grant to support the development of the collaborative process? How will the Seed Funding Grant enhance the quality of your collaboration or impact its development?*

Capacity Building and Mentorship Plan

As part of your application for a Seed Funding Grant to develop your collaboration, we are also interested in understanding how you plan to leverage the Seed Funding Grant to enhance your collaboration skills and knowledge. Please provide details about your capacity building and mentorship plan by responding to the following questions:

Capacity Building Needs

What type of capacity-building do you believe the partners could benefit from for this collaboration? *



Tailored support: Training, Workshops, and mentorship

Have you identified any specific expertise or resources needed by one of the partners for the success of this collaboration? Please describe them briefly.*

Have you identified any specific expertise or resources needed by one of the partners for the success of this collaboration? Please describe them briefly.

Yes

No

Please describe them briefly.*

An empty rectangular text input field with a light gray border. It features a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, both with small arrow buttons.

Are you seeking mentorship or guidance from experienced professionals or organizations in the field of the proposed project?*

Are you seeking mentorship or guidance from experienced professionals or organizations in the field of the proposed project?

- Yes
- No

Please describe the needed mentorship or guidance needed. Explain the type of mentorship you are seeking and how it will contribute to your collaboration's success.*

A rectangular text input field with a light gray border, similar to the one above. It has a vertical scrollbar on the right and a horizontal scrollbar at the bottom. A large, semi-transparent, gray watermark with the word "Preview" is overlaid diagonally across the entire page, including this field.

Concept Note

Please submit your concept note along with your application for a Seed Funding Grant. The concept note should be no longer than 3 pages. Make sure to follow the guidelines to ensure a clear and comprehensive presentation of your collaboration concept.

1. **Title:** Provide a clear and descriptive title for your collaboration concept.

2. Introduction:

- Briefly introduce your collaboration and its primary objectives;
- Briefly describe the project you aim to develop under the Seed Funding Grant period.

3. Objectives:

- Clearly state the objectives or goals of your collaborative project;
- Outline what you aim to achieve with the Seed Funding Grant.

4. Approach:

- Provide a brief overview of the approach or strategy you plan to use to address and achieve the objectives;
- Highlight any innovative or unique aspects of your approach.

5. Intended Change

- Explain the particular aspect or situation that your collaborative project aims to address or transform;
- Highlight the importance and relevance of achieving this desired change.

6. Challenges:

- Identify any potential obstacles or challenges and how you plan to overcome them.

7. Expected Outcomes:

- Describe the expected outcomes or deliverables of your collaboration concept;
- Explain how these outcomes will contribute to the larger collaborative proposal.

Upload your concept note*

No File Chosen

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

Timeline

Outline a rough timeline for the development of your collaborative project, including milestones you hope to achieve within the Seed Funding Grant period of 6 months.

Upload your timeline*

No File Chosen

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

Budget Estimate

- Include a preliminary budget estimate detailing how you intend to use the Seed Funding Grant;
- Highlight key budget items and their estimated costs;
- Fill in [this budget form](#).

Upload your budget estimate*

No File Chosen

Permitted file types: csv, xls, xlsx. Maximum file size: 10 MB

Partners Profile

Name of the entity*

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

Preview

Country*

Location of the Entity's Headquarters*

Year of Establishment*

Entity's Vision, Mission, and Objectives*

A large rectangular text area with a light gray background and a thin border. It includes a vertical scrollbar on the right side and horizontal scrollbars at the bottom.

Characters remaining:0/1500

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

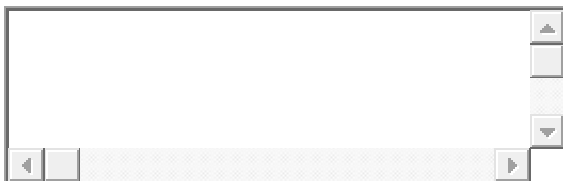
Field of Work*

A large rectangular text area with a light gray background and a thin border. It includes a vertical scrollbar on the right side and horizontal scrollbars at the bottom.

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?*

A large rectangular text area with a light gray background and a thin border. It includes a vertical scrollbar on the right side and horizontal scrollbars at the bottom.

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*

Preview