

# Call for Projects (outline)

## Cultural Cooperation between Flanders and Japan (2019- 2020)

### *Criteria and Modalities*

**Deadline for submission is May 26, 2019**

#### 1. Aim of the Call for Projects

In the framework of the cultural cooperation between Flanders and Japan, a Call for Projects is launched with the aim to support and further develop bilateral cultural collaboration projects.

This Call is meant for both individual artists and organizations and comprises the fields of the arts, heritage and social-cultural activities. The projects that can benefit from this Call will have to be executed before October 31, 2020.

The projects should be submitted by the Flemish partner. In case there is a Japanese partner, he/she can choose to either co-sign the application or add a statement on his/her involvement. The commitment of a Japanese partner increases the chances of a project being selected for funding.

Please note that:

- The Flemish and the Japanese parties should apply together with only one application that should contain the information of both parties and the project that both parties are pursuing.
- The application should be made in English and signed by the Flemish partner, and if possible, co-signed or backed with a statement from the Japanese partner.
- The project for which funding is required should be thoroughly budgeted, and the subsidy that is applied for should not exceed 50% of the total necessary budget to realize the project.
- The project should preferably be realized in Japan. If properly documented, the project can also take place in Belgium, or both in Japan and Belgium.

#### 2. Objectives

##### *General objectives*

The project submitted should have at least one of the following objectives:

- To provide support focused on co-creation, distribution or exchange of expertise
- To establish new collaborations between Japan and Flanders in the domains of the arts, heritage or social-cultural activities
- To build and strengthen new and existing networks
- To encourage the mobility of artists and the circulation of performances between Flanders and Japan

### *Specific objectives*

Projects that meet one or more of the following specific objectives will be given priority:

- Realizes sustainable collaborations between Japan and Flanders
- Encourages mutual exchanges
- Strengthens the possibilities for co-production
- Develops new markets
- Reaches out to a large and varied audience

### 3. Criteria for the assessment of the application

#### *Criteria*

Projects are tested against the following criteria:

- Relevance of the project with regard to the objectives of the call for projects
- Innovative and original character of the project and the partnership
- Quality of the teams and their contribution to the partnership
- Clarity in the objectives that are pursued
- Quality of the financial plan (transparent and complete) and the variety in revenue
- Realistic objectives and objectives pursued within the proposed working plan
- Expected impact on the sector concerned, both qualitatively and quantitatively

#### *Application criteria*

- The application must be complete and submitted (with all requested attachments) no later than May 26, 2019
- The application is only valid when properly signed by the Flemish partner; co-signing by a Japanese partner and statements that support his/her involvement increase the credibility and viability of the project for which funding is required
- The project should be realized between July 1, 2019 and October 31, 2020
- The partners must demonstrate that they can realize the project within the proposed total budget and with a sustainable development perspective for the whole of the project

#### *Ineligible projects*

- Projects that focus on the daily operation of the organization
- Recurring projects
- Projects that only focus on an exploration of possible partners

### 4. Evaluation

The Department of Culture, Youth and Media (DCJM), together with Arts Flanders Japan (AFJ), is coordinating the evaluation process of this Open Call. The applications will be assessed by a jury of experts.

## 5. Who qualifies/ Who is eligible

- The Flemish, as well as the Japanese, applicant of this Call for Proposals must be:
  - an organization with legal standing; or
  - an individual
- Both the Flemish and Japanese organizations or individuals who apply must be active in their own country and have their residence or registered office there
- 'Flemish applicant' and 'Japanese applicant' are terms that refer to the country/region where the applicants officially operate from rather than referring to the nationalities of the applicants

## 6. Granting of financial support

### Terms and conditions

- The Flemish partner is the initiator and the main applicant and will therefore be the recipient of the grant
- The maximum subsidy amount for the project is 15,000 euros
- The subsidy of the grant cannot exceed 50% of the total amount (revenue stream) that is needed to realize the project

### Eligible expenses

- Only costs that are directly linked to the realization of the project are eligible

### Ineligible expenses

- Expenses incurred before the start date of the project
- Costs related to the day-to-day operations of the partners and the remuneration of their partners and staff
- Travel costs for transport in business/first class

## 7. Submitting the application

The applicants must submit their application using the designated Application Form. This is the only valid way to apply. Moreover, the application needs to:

- be complete
- include a global project budget
- include the cv's of both the Flemish and Japanese participants
- include a commitment declaration to jointly cooperate for the sake of realizing the project in good faith

***Deadline for submission of the application file: May 26, 2019 (23.59 BE time)***

## 8. Announcement of the results

The results will be announced to all applicants individually during the week of June 24, 2019.

## 9. Promotion and the right to publicize

By taking part in this Call for Projects, the applicant agrees to/accepts public mention of the support provided by the Flemish Government and Arts Flanders Japan in his/her communication. The beneficiaries also give their consent to the authorities to publicize the project.

## 10. Reporting and control

Upon offering financial support, the beneficiaries agree to provide the organisers with:

- a concise general report of the project
- a financial report that describes how the subsidies were spent

For the above purpose, beneficiaries will be provided with a template that will indicate the kind of information and supporting documents that will have to be submitted no later than one month after the execution of the project and no later than November 30, 2019.