

**APPLICATION FORM PROJECT CALL 2020**

*The admissibility and assessment criteria for the project proposals can be found at the end of this document. Submit this application form no later than* ***27 november 2019*** *to info@artsinsocietyaward.be*

***Questions?*** *Ann Van de Vyvere - info@artsinsocietyaward.be - +32 468 12 69 90*

1. **DETAILS OF ARTIST(S) ASSOCIATED WITH RELEVANT SCHOOL(S) OF ARTS**

*The artist listed first in the table will be the contact person for Cera, Dēmos and the relevant school of arts. Please complete each column for each artist.*

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| first name | surname | school | I am a(n) | course | e-mail | tel. / mobile | date of birth | application |
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1. **DETAILS OF PROMOTER ASSOCIATED WITH RELEVANT SCHOOL(S) OF ARTS**

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| --- | --- | --- | --- | --- | --- |
| first name | surname | school | job title | e-mail | tel. / mobile |
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1. **DETAILS OF PARTNER ORGANISATION(S)**

*The representative of the partner organisation listed first in the table will be the contact person for Cera, Dēmos and the relevant school of arts. The working budget will be paid out to the partner organisation listed first in the table.*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| organisation | website | street + house n° | postcode + city/town | contact’s first name | contact’s surname | job title  | e-mail  | tel. / mobile |
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1. **PROJECT TITLE**

1. **SHORT DESCRIPTION OF PROJECT**

*This text is used in the external communication on your project. So be short and to the point. (max. characters incl. spaces 400)*

1. **PROJECT PROPOSAL BASED ON THE CRITERIA FOR AN ARTS IN SOCIETY PROJECT**

**1 | An Arts in Society project gives you the opportunity to collaborate with an organisation whose day-to- day work brings it into contact with people in a vulnerable position.**

**Describe the function, target group, motivation and roll of the partner organisation with which you are going to collaborate. (max. 4200 characters incl. spaces).**

**[ ]  I have worked with the partner organization(s) before.**

**If so, briefly describe this. (max 1000 characters incl. spaces):**

**2 | An Arts in Society project is a participatory art project that responds to a societal challenge.**

**Who are the participants in the project ? Why do you want to work artistically with them? Estimate the number of participants if you already have an idea of this.**

**How will you actively involve the participants in the project? Take account of involvement during the project’s preparation, implementation and follow-up.**

**3 | This project call is intended to stimulate young artists with an interest in societal challenges.**

**Why does this project call appeal to you as an artist? What could it mean to your artistic development?***Experience with social or participatory projects is not a precondition!*

1. **ARTISTIC CONCEPT AND STEP-BY-STEP PLAN**

*Describe below the artistic concept of the project and briefly set out your step-by-step plan in bullet points: which actions will you carry out in which phase of the project?*

1. **PROJECT DURATION**

*The project can start from January 2020 and end in December 2020 at the latest.*

Starting date:

Date of completion:

1. **BUDGET**

*Cera is providing a working budget for the implementation of your project, which can be drawn down by the partner organisation on realisation of the project.*

* *Max. 1 000 EUR (incl. VAT) for collaboration between an individual artist and an organisation.*
* *Max. 2 500 EUR (incl. BTW) for collaboration between three or more artists and an organisation.*

**Note:** The budget is intended for the partner organisation as well as the artist(s), but will be paid out to the organisation. It is advisable to prepare the budget together. Cera will only reimburse the expenses after the project has been realised. It is not the intention that the artist should advance the project costs. Make clear prior arrangements with the partner organisation in this respect.

1. **How will you spend the budget?**

*Use the table below to answer this.* ***N.B.:***

* + *The fixed staff and operational costs (electricity, rent, phone, etc.) of the organisation concerned do not qualify.*
	+ *The budget must be balanced (income equal to expenditure)*

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| --- | --- | --- | --- | --- |
| expenses | detailed description (if already clear)  | amount expenses | income | income amount |
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1. **APPLICATION CONDITIONS**
* The application form will be submitted no later than 27 November 2019 by e-mail to info@artsinsocietyaward.be and will be complete.
* Only alumni, researchers, bachelor’s and master’s students and trainee teachers at the KASK & Conservatorium / School of Arts HoGent, the Koninklijk Conservatorium Antwerpen, LUCA School of Arts, PXL-MAD School of Arts, RITSC, Conservatorium Brussel and Sint Lucas in Antwerp will be considered.
* Artists can enter the Arts in Society Award several times, but no more than once as a bachelor’s student, as a master’s student, as a trainee teacher, as an alumnus or as a researcher.
* Alumni will be considered up to a maximum of three years of the most recently awarded qualification at the participating educational partners. If you graduated in 2016, for instance, you can submit a project proposal until the end of 2019.
* The partner organisation is an organisation from Flanders or Brussels whose day-to-day work brings it into contact with people in a vulnerable position. The partner organisation has vzw/asbl status or is an unincorporated association.
* The artist is not an employee, director or founder of the partner organisation.
* Cera will provide a maximum working budget of 1 000 EUR incl. VAT for a collaboration between one artist associated with one of the relevant schools of arts and an organisation. Cera will provide a maximum working budget of 2 500 EUR incl. VAT for a collaboration between three or more artists associated with one of the relevant schools of arts and an organisation.
* The incurred expenses will be reimbursed to the partner organisation (which manages the budget) on completion of the project, based on the supporting documents and a detailed report. No advances will be paid out.
* The costs described above are project-related, are not fixed staff or operational costs (electricity, rent, phone, etc.) of the relevant partner organisation.
* The costs will be approved by Cera, Dēmos and the relevant school of arts before you start work on the project. Cera and Dēmos can contact the artist(s) and the partner organization(s) for clarification of the budget items.
* The budget must be balanced (income equal to expenditure)
* The selected projects may start in January 2020 and end in December 2020 at the latest.
1. **EVALUATION CRITERIA**
* Quality of the project proposal;
* Social relevance of the project;
* Active involvement of people in a vulnerable position
* Equal co-creation between artist(s) and participants;
* Impact of the art project or process is a learning experience for both the partner organisation and the artist(s);
* Feasibility of the project and a realistic budget.

**[ ]  I declare on my word of honour that the above information is complete and accurate and I agree to the application conditions.**

Date:

*Insert the signatures below (scan them and store them as images).*

Signature of the **artist(s):**

Signature of the representative and/or contact person of the **partner organisation(s):**

Signature of the **promoter:**