



AFAC ARAB FUND FOR
ARTS AND CULTURE
الصندوق العربي
للتقافة والفنون

Contact email*

I am applying as:

- Individual
- Team
- Collective
- Institution

SUBMISSION GUIDELINES

Welcome to the **Training & Regional Events grant application,**

- Please consult our [guidelines](#) for eligibility criteria, supporting material, and evaluation process very carefully before completing and submitting your application.
- Applicants who currently have an open grant from AFAC in any category are not eligible to apply.
- You may save and return to the application at any time. A link to the draft application will be displayed on your screen and sent to the email you provide when saving the draft.
- Make sure you save your application as a draft frequently to avoid losing what you have filled in, in case of connection problems or browser automatic reload.
- Please note that the files you add to the application form will only be uploaded upon submission.
- You will not be able to edit your application once it is submitted.
- Saving a draft or submitting the application with uploads may take some time. Do not close your browser before you are notified that the application has been saved.
- Fields marked with the asterisk (*) sign are mandatory. Your application will not be submitted if they are left empty.
- Please note that neither drafts nor submitted applications will be accessible to you once the deadline has passed.

- Please adhere to the minimum and maximum number of characters assigned to the various sections in the form.
- Please adhere to the requested file extensions and file sizes assigned to fields in the form.
- Please consult the SUPPORTING MATERIAL section to make sure you have all the required material before completing your application. If you have any technical questions about the application, contact us at rachad.chamoun@arabculturefund.org
- Please try to submit your application 24 hours before the deadline. We will not be able to assist you with any technical issues on the deadline day.

Application deadline: 14 June 2024 at 5:00 pm Beirut Time (+3 GMT)

APPLICATION SUMMARY

Name of the institution/collective*

When did the institution/collective begin working?*

Location of the institution's headquarters*

Project title*

Project synopsis*

Characters remaining:0/400

Add a short description of the project. If you are awarded a grant, this synopsis will be used by AFAC in our announcements and communications. You will have the opportunity to change this text after the initial announcement.

Project type*

Project type

- Event
- Festival

- Residency
- Training/workshop
- Other

Other

PROJECT INFORMATION

Project title in Arabic*

Primary artists/collaborators*

List the names of the primary artists or collaborators involved in this project. (Full Name - Role in the Project)

Project description*

Characters remaining:0/4000

Between 1,500 and 4,000 characters.

For the Project Description field, make sure to include the following in your answer:

- What is it? What will it explore? And how does it relate to your context?

- Describe your artistic approach to this project, the sequence of activities, how you plan to execute it, and any other relevant information.
- If the proposed project is a continuation or expansion of a previous or an ongoing project, provide a brief overview of the project's history, including: the start date, an overview of earlier phases, and outputs if any.

Project implementation plan

Use [this template](#) to formulate your project's implementation plan

Upload your implementation plan*

No File Chosen

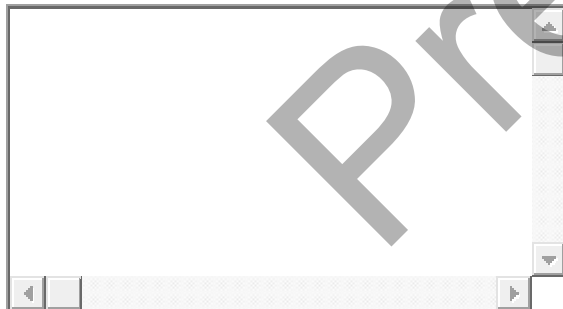
Permitted file types: xls, xlsx, csv. Maximum file size: 10MB. Please note that the files you add to the application form will only be uploaded upon submission.

Project challenges*

A large, empty rectangular text area with a light gray border and a vertical scrollbar on the right side. The area is currently blank.

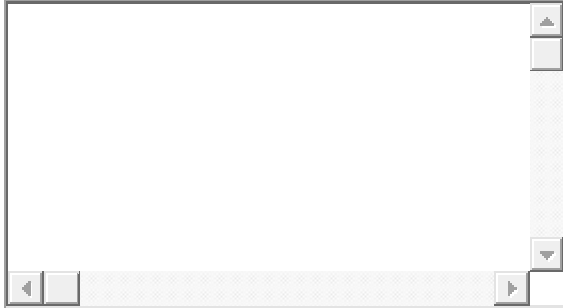
Describe the challenges and difficulties you might encounter while implementing your project and how you plan to overcome them.

Project output(s)*

A large, empty rectangular text area with a light gray border and a vertical scrollbar on the right side. The area is currently blank.

List in bullet points the outputs of your project (e.g.: Training, Workshop, Festival, Forum, etc.). If applicable, indicate where they will be held.

Target audience*



Describe who your current or target audience is, how you plan to engage them, and how you plan to reach out to and develop new audiences with this project. (i.e. physical and digital distribution, touring, marketing, press campaigns, online promotion, social media strategies, etc.). Try to include actual or estimated audience numbers if and where possible.

Start date*

Apr 2024

End date*

Dec 2024

Name of the project leader*

Upload the CV of the project leader*

No File Chosen

Permitted file types: pdf, doc, docx. Maximum file size: 10 MB. Please note that the files you add to the application form will only be uploaded upon submission.

Project image/photo

No File Chosen

If possible, upload a high-resolution image that represents your project. If you are awarded a grant, this image will be used by AFAC in our announcements and communications. You will have the opportunity to change this image after the initial announcement. Permitted file extensions: jpg, jpeg, png, tiff. Maximum file size (10 MB). Please note that the files you add to the application form will only be uploaded upon submission.

SUPPORTING MATERIAL

- **You must submit samples for the project you are applying for. These are essential to help the selection committee understand your artistic approach as well as the overall feasibility of your project.**

Samples can be extracts or full-length works, and may include:

- Visual samples,
- Audio samples or,

- Written samples of the project you are applying for.
- **Additionally, the below is required for each type of project output. If your project combines more than one of the below outputs, please submit the required materials for each.**

Festivals, concerts, events, conferences, exhibitions:

- List of participating artists/speakers;
- Agreement with or letters of commitment from participants;
- Samples of works exhibited; and,
- Letter of commitment from the venue(s).

Training, workshops:

- Training or workshop curriculum;
- CVs of trainers, workshop leaders; and,
- Agreement with or letters of commitment from trainers and/or workshop leaders.

Publication (print or digital):

- Table of contents;
- At least one sample chapter; and,
- Bibliography

- **We will not consider applications without this material and will not contact you about any missing documents or samples.**
- **You are also encouraged to add anything else that can supplement your proposal such as research, reference works, etc.**
- **If you are in doubt about what documents to include, please reach out to us before submitting your application at reda.elhouchaimi@arabculturefund.org.**

How would you like to submit your supporting material*

How would you like to submit your supporting material Required field

Provide links

Upload a file

Submit links

- Don't forget to provide a password if necessary and to make all links available until the evaluation process is closed and the results are announced.

- Digital files of up to 10 MB can be uploaded directly to the application.
- Files larger than 10 MB should be uploaded elsewhere and submitted as links.
- These can be links to Dropbox, Vimeo, Google Folders, YouTube, or other similar websites.
- We do not accept WeTransfer links.

Description*

Password (if any)

Link*

Description

Password (if any)

Link

Description

Password (if any)

Link

Upload a file

This section is for supporting material that is not available as a link.

Upload your file. *

Preview

No File Chosen

Permitted file types: zip, rar, pdf. Maximum file size: 10MB. Please note that the files you add to the application form will only be uploaded upon submission.

BUDGET

Total budget*

\$

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

Detailed budget

Provide the detailed budget for this grant. You can use [this template](#) or create one of your own.

Upload the detailed budget for the project*

No File Chosen

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

Amount requested (USD)*

\$

Numbers only. Do not use letters or any kind of punctuation, separation, signs, or spaces. Note that the maximum requested amount should not exceed 35000 USD

Budget breakdown for amount requested from AFAC (USD)

Provide a breakdown of what the requested AFAC grant will cover - not a breakdown of the total budget. Please note that AFAC grants are not retroactive and cannot be used to cover past activities. The grant will cover only expenses occurring after the agreement's signature date.

Item*

Details*

Item	Amount
<input type="text"/>	<input type="text"/>

Amount*

\$

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

Item*

Details*

Amount*

\$

Item

Details

Amount

\$

add rows

Are you receiving (or have applied to) funding from other sources?*

Are you receiving (or have applied to) funding from other sources?

Yes

No

About the Institution/Collective

Name of the institution/collective in Arabic*

Field of work*

festivals,...)

What are the main strands of your work? (training, exhibitions,

Brief about the institution/collective*

Tell us about your institution/collective, its mission and objectives, history, main previous projects,...

Board members (or any equivalent governing body)*

Name - Position

Name of the head of institution*

Your annual budget is:*

Your annual budget is:

- Below 300.000 USD
- Between 300.000 and 700.000 USD
- Above 700.000 USD

Annual budget*

\$

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

Provide a link to the audited financial statement or audit report for the last fiscal year*

If the institution/collective was recently founded, please provide a link to the detailed budget for the first year.

Provide a link to the latest annual/activities report*

Institution's registration document

No File Chosen

Upload an official document (registration document or any other equivalent paper) that proves that the institution legally exists. This section is mandatory for registered institutions only. Permitted file types: pdf, jpg, jpeg, png. Maximum File Size: 10MB. Please note that the files you add to the application form will only be uploaded upon submission.

Phone number*

Address*

Address Line 1

City

State/Province

Country*

Website (or blog)

Upload your logo

No File Chosen

Permitted file extensions: jpg, jpeg, png, pdf. Maximum file size: 10 MB

Social media links

Facebook

Instagram

X (formerly Twitter)

Youtube

Vimeo

Other channels

References

Give details for two individuals who can provide an informed opinion on your work. We may contact them during the selection process.

Reference 1*

Phone number - Email

Name - Professional role or relationship to the institution/collective -

Reference 2*

Phone number - Email

Name - Professional role or relationship to the institution/collective -

Previous grants from AFAC

Have you previously received a grant from AFAC?*

Have you previously received a grant from AFAC?

Yes

No

Project title*

Year*

Grant type*

Add a grant

Previous work

Is this the first project of the institution/collective?*

Is this the first project of the institution/collective?

Yes

No

It is mandatory to submit samples of previous works/projects.

List at least one (three maximum) of your most recent projects or collaborations where you are considered a primary artist, or one of the principal creators in a collaborative or group work.

Choose examples that highlight the strength of your previous work. These can be full-length items or extracts from your previous works/projects.

Previous project 1*

Title - Type - Location - Year - Your role / contribution

Link*

Password (if any)

Previous project 2

Title - Type - Location - Year - Your role / contribution

Link

Password (if any)

Previous project 3

Title - Type - Location - Year - Your role / contribution

Link

Password (if any)

Preview