Contact email*

I am applying for*

○ Creative Placemaking
○ Creative Labs

I am applying as*

○ Individual
○ Team
○ Collective
○ Institution

Type of Institution*

○ Arts and Culture
○ Civil Society

SUBMISSION GUIDELINES

Welcome to the Creative Placemaking 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 hold an active grant from AFAC — with the exception of NACP Cycle 2 grantees — are eligible to apply. However, priority will be given to applicants who are not currently receiving AFAC funding. Collaborative projects being highly encouraged, NACP Cycle 2 grantees may still be part of a project submitted by another eligible applicant.
- 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 (*) signs 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
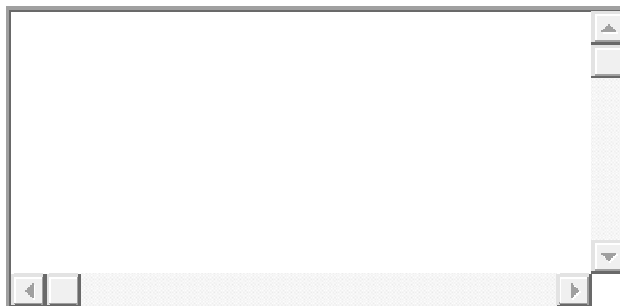
Application deadline: 21 November 2025 at 5:00 PM Beirut time (+3 GMT)

PROJECT INFORMATION

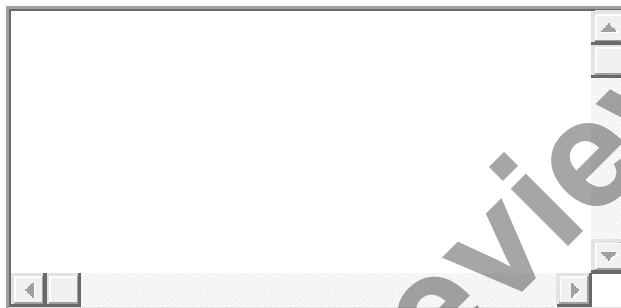Project title*

Project title in Arabic*

Project brief*

Characters remaining:0/400

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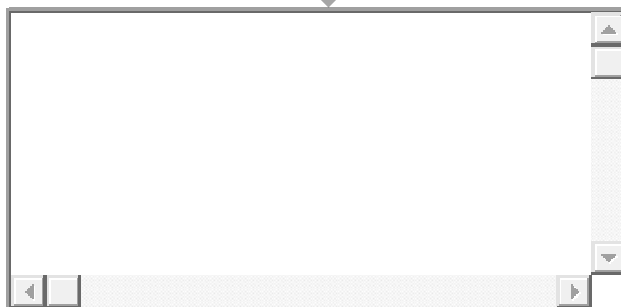
Project type*

☐ Cultural event
☐ Exhibition
☐ Local festival
☐ Public art installation
☐ Public space activation/conversion
☐ Street art
☐ Residency
☐ Training/workshop
☐ Pop-up art spaces/projects
☐ Radio/podcast/digital platform
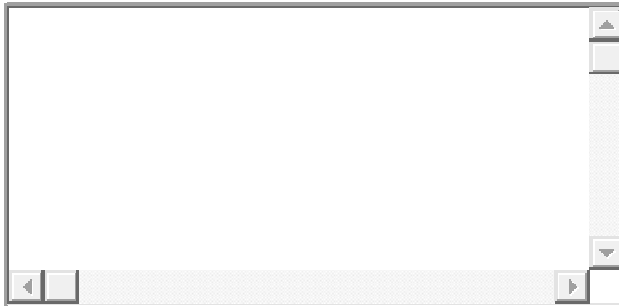☐ In-situ project
☐ Other

Partnerships

List, if any, the names of the partners involved in this project (including local authorities, educational institutions, civil society organizations, etc.). Include their full name and role in the project.

Collaborators

Depending on the nature of the project, list, if any, the names of the collaborators (artists/experts/consultants/trainers, etc.) involved in this project, other than the project creators. Include their full name and role in the project.

Project description*

[text input field]

Characters remaining:0/4000

Between 1,500 and 4,000 characters

For the Project Description field, make sure to include <u>all</u> the following in your answer:
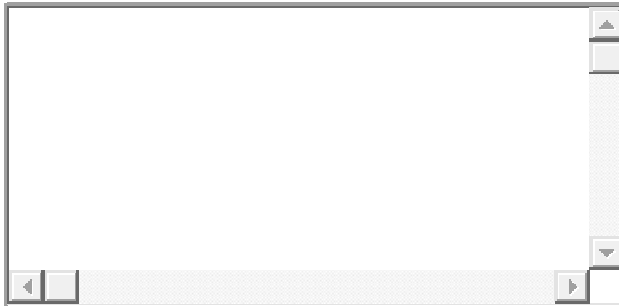
- What is it? What will it explore?
- Describe your approach, the sequence of activities, how you plan to execute them, and provide any other information relevant to the project.
- If the proposed project is a continuation or an expansion of a previous or an ongoing project, provide a brief overview of the project's history, including: the start date, an overview of earlier phases, and outputs if any.

Global issues*

[text input field]

What are the most pertinent global issue(s) affecting your context and which specific issue is your project tackling? In what ways are these challenges manifested in your local context and how does your project address them?

Community engagement*

How will you engage your local community(ies)? How do you intend to ensure their involvement? Please outline your planned approach.

Project implementation plan

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

Upload your implementation plan*

Drag and drop here or Browse files
Max file size: 10 MB

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.
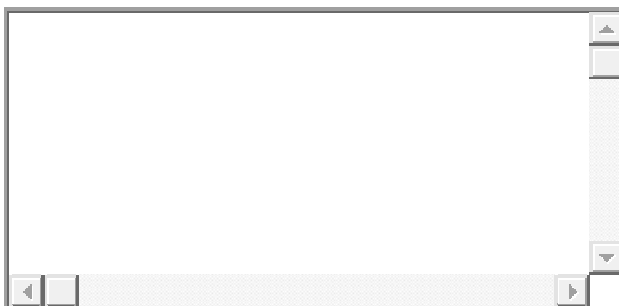
Statement of intent*

Characters remaining:0/1000

Express your interest in the project, why you want to implement it, and how your background/experience/expertise are best suited for it.
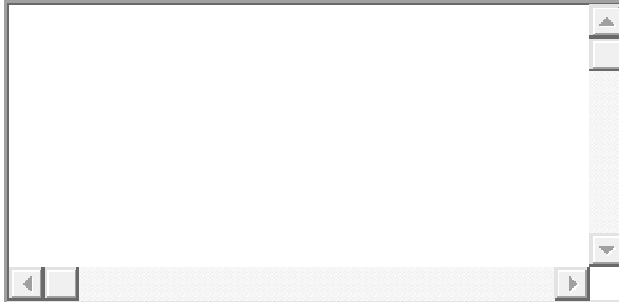
Project challenges*

Characters remaining:0/3000

Describe the challenges and difficulties you might encounter while implementing your project and how you plan to overcome them.
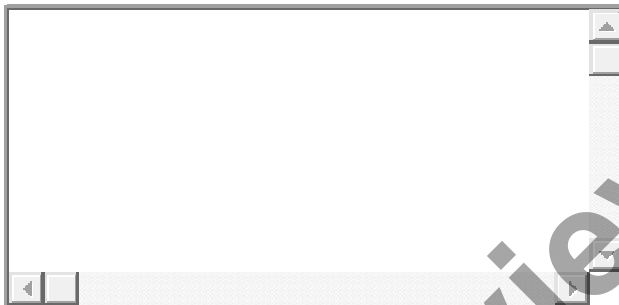
Project output(s)*

Characters remaining:0/1000

List in bullet points the outputs of your project (e.g., exhibition, residency, installation, etc.). If applicable, indicate where they will be held.

Target audience*

Characters remaining:0/1000

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

Start date*

End date*

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**

1. List of participating artists/speakers/ contributors
2. Prior agreement or letter of intent or commitment from participants
3. Agreement with or letter of commitment from local authorities or educational institutions, if applicable
4. Samples of works exhibited; and,
5. Letter of commitment from the venue(s) if applicable

- **Residencies**

1. List of participating artists/speakers/ contributors or outline of the selection process
2. Letter of commitment from the venue(s) if applicable
3. Letter of commitment from the venue(s) if applicable

- **Public spaces activation / conversion/ public art installations**

1. Site plan/model
2. Agreement with or letter of commitment from local authorities
3. Participating artists/ contributors (if applicable)

- **Digital platforms**

1. Outline and samples of proposed content/project
2. List of contributors/ letter of intent or commitment

3. Website plan if the website is still under development

- **Training and workshops**

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

You are encouraged to add anything else that can supplement your proposal such as research, reference works, etc.

We will not consider applications without this material and will not contact you about any missing documents or samples.

If you are in doubt about what documents to include, please reach out to us before submitting your application at nour.alhalabi@arabculturefund.org.

How would you like to submit your supporting material*

☐ Provide links
☐ Upload a file

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 (in Euro). You can use [this template](#) or create one of your own.

Upload the detailed budget for the project*

Drag and drop here or Browse files
Max file size: 10 MB

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

Amount requested (EUR)*

€ [   ]

Numbers only. Do not use letters or any kind of punctuation, separation, signs, or spaces. Note that the maximum requested amount should not exceed €35,000

Budget breakdown for amount requested from AFAC (Euro)

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*

[   ]

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?*

○ Yes

○ No

List your funding sources here*

Source - Amount (Euro) - Status (confirmed/unconfirmed) - Expected announcement (month/year)

Profile

ABOUT THE INSTITUTION / COLLECTIVE

Name of the institution/collective*

Name of the institution/collective in Arabic*

Field of work*

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

Where is the institution/collective based?*

Year of Establishment*

[   ]

Brief about the institution/collective*

[text box] Tell us about your institution/collective, its mission and
objectives, history.

Context*

[text box] What is the social context you work in? How does your
work in arts and culture relate to that?

Relevant experience

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, collaborations,
or group work that are relevant to this application. 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*

[text area] Title - Type - Location - Year - Your role / contribution

Link*

[text field]

Password (if any)

[text field]

Previous project 2

[text area] Title - Type - Location - Year - Your role / contribution

Link

[text field]

Password (if any)

[text field]

Previous project 3

[text area] Title - Type - Location - Year - Your role / contribution

Link

[text field]

Password (if any)

[text field]

Board members (or any equivalent governing body)*

[text area] Name - Position

Name of the head of institution*

[   ]

Your annual budget is:*

○ Below 300.000 Euro

○ Between 300.000 and 700.000 Euro

○ Above 700.000 Euro

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

Drag and drop here or Browse files
Max file size: 10 MB

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.

Contact and address

Website (or blog)

[   ]

Phone number*

[   ]

Address*

[   ] Address Line 1

[   ] City

[   ] State/Province

Country*

[▼]

Social media links

Facebook

[   ]

Instagram

[   ]

X (formerly Twitter)

[   ]

Youtube

[   ]

Vimeo

[   ]

Other channels

[   ]

References

Provide contact details for two references who can speak knowledgeably about your work. We may reach out to them during the selection process.

Reference 1*

[   ] Name - Professional role or relationship to the institution/collective - Phone number - Email

Reference 2*

Name - Professional role or relationship to the institution/collective - Phone number - Email

Previous grants from AFAC

Have you previously received a grant from AFAC?*

○ Yes
○ No

Project title*

Year*

Grant type*

☐ Add a grant

Save and Resume Later
Submit Form