



APPLICATION GUIDELINES

June, 2020

ARTICLE 1 - Programme Description

Accès Culture is a programme co-sponsored by the French Development Agency (FDA) and the Institut Français. Its goal is to support and provide funding for cultural projects in Africa in order to foster the creation of social ties and reinforce collaboration between African and French cultural agents. The programme intends for civil society organisations (CSOs) to partner with locally or regionally operated cultural establishments (conservatories, public art schools, etc.) who will then present a joint proposal for a project responding to a local need. The primary goal is to use culture as a means to create social ties by developing cultural activities for individuals who, for social, economic or geographic reasons, have otherwise limited access to such events.

ARTICLE 2 - Eligible Candidates

Project proposals must be submitted by partners made up of one African and one French entity whose partnership is rooted in equal cooperation and an exchange of good practices. Eligible entities include: associations, foundations, locally or regionally run cultural public establishments having been in operation for at least two (2) years.

All entities must meet the following criteria:

- Be legally registered with the relevant authorities and be able to provide legal documentation of the group's status, its board members, its governing bodies or shareholders as well as proof of good governance and transparency in its decision making process.
- Have a bank account in the name of the African entity able to receive an international wire transfer.

ARTICLE 3 - Eligible Projects

In order to be considered eligible, a project must:

- take place in Africa with the exception of Kenya, South Africa and Nigeria.
- last at least one year and at most three years.
- show cultural cooperation between an entity based in France and one based in Africa.
- use culture as means of creating social ties within the local population, particularly individuals with limited access to cultural events. This may be done in the following (non-exhaustive) ways:
 - an art education project
 - direct appeal to marginalised groups (young people, women, etc.)
 - organisation of meetings with professionals in the field of arts and culture
 - cultural exchange programmes and arts education in schools
 - boosting arts outreach programmes
 - programmes involving skill sharing/social action
- clearly present the aims and expected results of the project (including a direct impact on social ties)
- meet the requirements for financial support by:
 1. demonstrating strong and enduring collaboration between the partners
 2. featuring a high quality project (purposeful, feasible, impactful, enduring)
 3. incorporating the SDG and the idea of creating social ties

Special consideration will be given to projects:

- proposed by women and/or are organised around increasing equality between men and women
- engaging the African diaspora in France
- featuring capacity building/education
- engaging individuals living with a disability

The following are not eligible for consideration:

- Projects that are based solely on art or on a live event.
- Projects proposed by private businesses (LLC, PLC, etc.).
- Projects proposed by an individual applicant.
- Political, partisan, or religious projects
- Projects receiving funds from the French Ministry of Europe and Foreign Affairs, the Ministry of Culture, the French Development Agency or the Institut Français de Paris (IF).

ARTICLE 4 - Permitted Spending

All necessary costs incurred to carry out the project* (other than investment costs with the exception of small investments**) are permitted. Such permitted spending may cover purchasing costs, supplies and services, stipends, travel costs and permits, publicity, etc.

*Travel, lodging, per diem compensation, shipping of goods, insurance, airport taxes, travel visas, stipends, copyrights, subtitling or super-titling, captioning, publicity, space or supply rentals, set building, and construction of temporary structures.

**In terms of tools, only equipment indispensable to properly carry out the project may be purchased with these funds. The purchases may not exceed 30% - 40 % of the project's budget. This applies to small tools or to small renovation projects to better facilitate the accommodation of the public. Use of funds for major investments and operational costs (electricity, rent, etc.) are not permitted.

ARTICLE 5 - Submission Process

Project proposals must be submitted by the African entity to the Institut Français' platform IF EMUNDUS <https://www.pro.institutfrancais.com/fr/offre/accesculture>. Each partner must complete the application form and include:

The project outline

A timeline

A budget estimate

A balance sheet for the previous year

Film yourself! Present us your project in 2 minutes.

ARTICLE 6 - Financing

Applicants have the choice between the two following financing possibilities:

- Partner projects lasting one year eligible to receive up to €15,000 per year.
- Partner projects lasting three years eligible to receive up to €30,000 per year for a total of up to €90,000 over three years.

The granted amount may not surpass 50% of the project's overall budget. Upon the signing of the contract, 50% of the annual funds will be transferred to the partners. The remainder will be paid upon completion of the project on the basis of proper

documentation. Partners must co-fund at least 50% of their proposed projects (either cash or securities) from a source other than the Institut Français or the French Development Agency. Funds will be transferred to the African partner who will then be responsible for their management. The grant will entail a three-fold agreement between the Institut Français and the two partners.

ARTICLE 7 - Project Selection

There will be a two-step selection process:

- Local boards in the project's target country made up of a representative from the local chapter of the FDA and the Institut Français (or the Alliance Française or cultural centre where applicable) will review the applications and provide an order of preference.
- A final selection board in Paris and made up of representatives from the FDA, the IF, the Ministry of Culture, and the Ministry of Europe and Foreign Affairs, and researchers in the social sciences will choose the projects to receive financing.

ARTICLE 8 - Timeline

June 2020: Call for applications will be launched on IF EMUNDUS

<https://www.pro.institutfrancais.com/fr/offre/accesculture>

30 July 2020: Deadline to submit an application

August – September 2020: Review of applications

September 2020: Grant recipients will be announced

ARTICLE 9 - Project Evaluation

Upon completion of the project, the partners will submit an activity report to the Institut Français including the completed self-evaluation chart regarding the goals of the project provided when the contract was signed.

For projects lasting three years, a step-by-step report will be submitted bi-annually.