

APPLICATION GUIDELINES

Art Moves Africa (AMA) aims to facilitate cultural and artistic exchanges within the African continent. AMA offers travel grants to artists, arts professionals and cultural operators living and working in Africa to travel within the continent in order to engage in the exchange of information, the enhancement of skills, the development of informal networks and the pursuit of cooperation.

Art Moves Africa supports all artists, arts professionals and cultural operators living and working in Africa for travels from an African country to another African country. Grantees receive a round-trip flight ticket, booked, paid for and issued by AMA.

ELIGIBILITY CRITERIA

I- Nationality

Applicants may be nationals of any country but must live and work in Africa. Proof of long-term residence will be requested from non-African nationals.

II- Profession

Art Moves Africa supports individuals and groups (maximum 3 people) belonging to the following professions:

- Artists
- Cultural operators (managers, artistic directors, producers, technicians, researchers, etc.)
- Curators
- Journalists working in the arts and culture sector

III- Origin and destination

Applicants' travel must take place within the African continent, from one African country to another.

NB: Unfortunately, AMA cannot support travels to/from dependent territories or overseas or autonomous regions of European states, such as Réunion, Mayotte, the Canary Islands, Madeira, Ceuta, Melilla, etc.

IV- Artistic fields

Art Moves Africa supports the travel of artists and cultural professionals working in the following artistic fields:

- Theatre
- Dance
- Storytelling
- Music
- Visual arts
- Film
- Literature
- Multidisciplinary

V- Types of events and projects

Art Moves Africa encourages participation in any project or event that enables:

- Collaborations with other professionals
- Exchange of information and activities
- Elaboration of projects, practices and ideas
- Improvement of artistic or technical skills
- Discovery of different artistic fields through: cultural professional network meetings, festivals, artists' residencies, workshops, seminars, lectures, work sessions
- Artists to demonstrate the long term effect of their project
- Artists to share their experience by encouraging networking in their own country
- Professionals seeking wider access to international networks to enhance their careers.

As a result, it supports participation in the following types of projects and events:

- Meetings, conferences, lectures and symposia
- Workshops, master classes
- Residencies
- Research trips
- Creation or production of new works
- Performances and tours (small-scale)
- Exhibitions
- Festivals, biennales and art fairs

VI- Restrictions

Art Moves Africa supports only the costs of **international travel** for the duration of one month maximum. Grantees will receive a round-trip flight ticket, booked, bought and issued by AMA.

Due to limited funding Art Moves Africa cannot cover the costs of:

- Artists' fees
- Visas (*AMA can however provide a letter of support for visa applications)
- Travel insurance
- Accommodations and per-diems
- More than one trip per year per person
- Travels with a duration of more than one month
- Travel within the same country
- Travel for big productions (rehearsals, etc.)
- Transport of art works (for exhibitions, installations, etc.)
- Touring of big companies (performances during a festival or a theatre season, touring of shows)
- Groups of more than 3 people
- Professionals travelling on behalf of governmental institutions, highly-established organisations or commercial companies
- Academic research and training
- Full-time students and amateurs

APPLICATION INSTRUCTIONS

I- How to apply

1. Application forms can be downloaded from the AMA website at the following address:
<http://www.artmovesafrica.org/downloads>
2. Applications must be sent **by email** to the following address: applications@artmovesafrica.org before the set deadline (see Deadlines section below)
3. Application emails should include the following attachments:
 - Completed application form (in Word or PDF format)
 - CV (in Word or PDF format)
 - Invitation letter (if available – see #5 below)
4. Applications are **individual**: they must be sent by the person planning to travel.
 - Groups and companies (e.g., dance, music and theatre) are welcome to apply, with a limit of **three people** maximum. However, **each of the three members must fill an individual application form**. Applications for groups can be submitted by the manager or administrator of the group.
5. NB: If you don't have an invitation letter, please don't hesitate to send your application. The invitation letter is mandatory only if your application is selected.

Please DO NOT:

- Send your application form and motivation letter in separate attached files, because your application will be rejected.
- Send any other attachments with the application (professional background description, videos, links, etc.)

II- Restrictions

Applications will be automatically rejected if they fall into any of the following categories:

- Sent after the deadline
- Collective applications (i.e., more than one individual in the application)
- Incomplete, hand-written or scanned
- Application and motivation letter sent as separate attached files

III- Acknowledgment of receipt

After sending the application, applicants will receive an automatic e-mail from the AMA Office acknowledging receipt and confirming the date when they will receive the results.

SELECTION PROCESS AND RESULTS

I- Selection process

- Applications are reviewed by a **selection committee** comprised of professionals working in the African cultural sector and possessing extensive knowledge of the various artistic fields in the different regions.
- Applications are evaluated based on their individual merits but with reference to established criteria (see above).

II- Results announcement

- Selection results are sent to all applicants **six weeks after the deadline**.
- **All applicants** are informed of selection results, regardless of the result of their application.
- Application results will be announced on AMA's website and social media (Facebook, Twitter, Instagram).

GRANTING PROCESS

I- Granting process

If an application is successful:

1. The grantee will receive a **letter** with details on granting procedures and necessary information to be provided: final travel dates, visa information, invitation letter and a scan of the passport.
2. The grantee will need to send back the information **within specific deadlines** in order for AMA to book flight tickets and prepare agreements.
 - NB: At this stage, if a grantee has not yet submitted his/her invitation letter, s/he will have to do so in order for the grant to be delivered.
3. Upon reception of the grantee's trip information, the **AMA Office will book the flight** and send the booking to grantee for **confirmation**.
4. Both the grantee and the host organisation will receive an **agreement** from the AMA Office for **signature**.
5. Upon reception of signed agreements, **the AMA Office will send the e-ticket to the grantee**.

II- Grant terms

- Flight tickets (economy class) are booked and paid directly by the AMA Office (via a travel agent).
- Grantees must contact the embassy of the destination country at least one month before departure to know the procedures for their visa.
- AMA will provide a letter of support to facilitate visa applications, where necessary.
- The grant will be cancelled if the grantee and/or host organisation fail to fill the grant guidelines and deadlines.

III- After the trip

After completing their trip, grantees must submit the following to applications@artmovesafrica.org :

- 1- Boarding passes (scans or photographs)
- 2- A **report** about their experience.
 - The AMA Office will send the report form to all grantees at the beginning of their trip
 - Reports will be published (in full or in excerpts) on AMA's website and social media to allow grantees to share their experience with a wider audience.

Adherence to contract obligations is considered an important criterion when reviewing future applications by individuals who were previously accepted for support.

DEADLINES

The next deadlines for applications are:

1. **September 8, 2018** (before 6:00 PM WAT*): for travels taking place **between October 15, 2018 and January 31, 2019.**

Candidates will be notified of results on **October 1, 2018.**

2. **October 8, 2018** (before 6:00 PM WAT*): for travels taking place **between November 15, 2018 and January 31, 2019.**

Candidates will be notified of results on **November 1, 2018.**

Future deadlines will be announced based on availability of funds.

*WAT: West Africa Time

IMPORTANT INFORMATION

Due to the financial recession and cuts to the support for arts and culture, the number of grants allocated during each session is limited. The AMA team is working hard to look for new and varied funding resources and to advocate for artistic mobility in Africa. We count on your support and understanding.

We nevertheless strongly encourage you to apply for AMA mobility grants.

AMA encourages individuals and groups to continue applying even if previous applications were unsuccessful.

CONTACTS

Applications must be sent to: applications@artmovesafrica.org

If you need help or if these guidelines don't answer your questions, please contact: applications@artmovesafrica.org

Please don't hesitate to make suggestions to help us improve the AMA guidelines.

Thank you for your interest in AMA.

Last update: August 2018