The Asia-Europe Foundation\(^1\) (ASEF) presents its new scheme, the Asia-Europe Cultural Partnership Initiative: Performing Arts (AECPI: PA) as part of its plans to further enhance multilateral connections between Asia and Europe by developing and stimulating strategic initiatives with partners from the performing arts including but not limited to those in dance, theatre and music.

ASEF will offer support ranging from 5,000EUR to 15,000EUR to organisations such as festivals, arts/cultural centres, performing arts venues and associations for partnership initiatives occurring from 1 Feb to 31 Dec 2010, with a clear Asia-Europe focus.

ASEF aims to support partnership initiatives which will bring about more opportunities for networking, understanding and cooperation between the two regions amidst new challenges that the sector faces today. This will help further ASEF’s role as a key advocate for Asia-Europe dialogue and collaboration in the field of the performing arts.

**Background**

Since 2002, ASEF has supported the performing arts sector through 3 main activities:

1. The Cultural Grants Programme (2002-2005) were instrumental in the development of new performing arts projects and cooperatives in the sector. During that period the grants enabled up-and-coming practitioners to present their work at prestigious international platforms and festivals as well as interact in ASEF’s key forums.

2. ASEF’s Pointe to Point: Asia-Europe Dance Forum series (2003-2009) brought together young dance/movement artists and choreographers and facilitated peer-to-peer exchange under the guidance of facilitators who are experienced dancers, choreographers or dance critics. Institutions such as the Goethe-Institut (Singapore); Hebbel am Ufer (Germany); China Dancers Association (China); Tokyo Performing Arts Market (Japan); Fabryka Trzciny (Poland) and Alkantara (Portugal) have since partnered ASEF as co-organisers of the series.

3. Emerging musicians and composers from Asia and Europe convene in the I’mpULSE: Asia-Europe Music Camp series (2005-) to dialogue on practice, network and make new encounters with other like-minded but distinctive peers and their cultures. The camps have been jointly organised by the likes of Irish World Music Centre (Ireland); Cultural Centre of the Philippines (the Philippines); Academy of Music and Goethe-Institut (Vietnam); and the Clandestino Festival (Sweden).

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\(^1\) The Asia-Europe Foundation (ASEF) was established in February 1997 under the framework of the Asia-Europe Meeting (ASEM) process. ASEF advances mutual understanding and collaboration between the people of Asia and Europe through intellectual, cultural, and people-to-people exchanges. [www.asef.org](http://www.asef.org)
GUIDELINES FOR AECPI: PERFORMING ARTS APPLICATIONS
Deadline for application: 30 NOV 2009

Application Guidelines

Please read this document carefully before submitting your application. You are encouraged to contact the relevant ASEF officers-in-charge for enquiries about your submission. Please refer to the details herewith and take particular care to include your full contact details so we may be in touch with you whenever necessary.

Scope of partnership initiative:

- **Quantum**: Each selected initiative will receive a contribution in any amount of between 5,000EUR and 15,000EUR. Contributions are awarded to assist organisations such as performing arts-related festivals, institutions and/or associations to produce partnership initiatives together with ASEF.
- **Application deadline**: 30 Nov 2009 — All proposals must be reach ASEF by 30 Nov 2009 via email.
- **Shortlisting of proposals**: 16 Dec 2009 — The proposals received will be reviewed by an ASEF-appointed jury and shortlisted candidates will be contacted by 16 Dec 2009.
- **Announcement of selections**: 6 Jan 2010 — All selected partnership initiatives will be announced on ASEF’s corporate website (http://www.asef.org) by 6 Jan 2010.

Requirements

ASEF will accept AECPI: PA applications for partnership initiatives:

- Which possess an Asia-Europe dimension as a main feature and that is relevant to the development and promotion of the performing arts in and between Asia and Europe
- With a direct focus on areas such as (1) policy-making (2) professional practice (3) networking through formats such as workshops; panel discussions; conferences; training programmes; interactive networking sessions; research programmes etc.
- Which are either held in-conjunction to another programme such as a performing arts festival or stand-alone programmes
- That have effective communication and promotional plans to achieve high visibility locally, bi-regionally and internationally
- With outputs and outcomes that are justifiable according the requirements of this scheme
- That employ efficient and environmentally sustainable solutions whenever possible by using eco-friendly resources etc.
- That have sound financial planning and management
Submitted by organisations which are based in ASEM countries and to be held in ASEM countries between 1 Feb 2010 and 31 Dec 2010 with a balanced Asia-Europe representation of participants who are nationals of Asia-Europe Meeting2 (ASEM) countries

ASEF will NOT accept AECP: PA applications for partnership initiatives:

- From individuals, as they are not entitled to apply for the scheme
- For activities organised by/or for commercial companies/businesses linked to public or private share capital as well as those with largely profit-making objectives
- Solely based on performances and/or distribution of related media content and other merchandise

**Key terms of engagement**

The applicant organisation shall:

- Be given 7 days following the announcement and application approval to sign an agreement with ASEF to effect the partnership
- Upon signing the partnership agreement, be transferred an amount equivalent to 60% of the total contribution from ASEF within 60 days and the remaining amounts necessary within 60 days upon fulfilment of all its partnership obligations
- Prominently display the necessary logos and acknowledgements of Asia-Europe Foundation and its benefactors where applicable, as major partner of the initiative in all publicity materials such as websites, catalogues, flyers, posters etc. that feature the approved initiative. Additionally, websites and other internet-based materials should feature prominently and directly link to the ASEF corporate website and the Culture360.org web portal for the arts and culture in and between Asia and Europe (http://www.culture360.org). Samples and/or photo documentation as evidence and archiving are to be submitted to ASEF within 2 months of completion. Failure to fulfil this requirement will result in the withdrawal of ASEF’s support
- Include a one-page feature of ASEF in the catalogue/booklet/guide etc. of the initiative whereby the copy should be vetted by ASEF prior to production
- Provide a feature article (approximately 1,500 words) in English to be published on ASEF’s performing arts-related platforms and/or publications, about the implementation process and outcome of the partnership initiative. More editorial guidelines for the feature writeup will be provided by ASEF in due course
- Provide ASEF with good documentation of the initiative through digital photography and video for ASEF’s archiving and reproduction for non-commercial purposes
- Submit a comprehensive project report to ASEF according to its stipulated format for the programme and a summarised financial statement after its completion which should include all supporting financial documents (i.e. receipts, invoices, etc) and other local arrangements within 2 months of completion. For air tickets, these should include all boarding passes. Name of passenger and detailed itinerary has to be indicated on the tickets/invoices. Failure to comply with this condition may cause the reimbursement to be

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2 The Asia-Europe Meeting (ASEM) is an informal process of dialogue and co-operation. It brings together Austria, Belgium, Brunei, Bulgaria, Cambodia, China, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, India, Indonesia, Ireland, Italy, Japan, Korea, Laos, Latvia, Lithuania, Luxembourg, Malaysia, Malta, Mongolia, Myanmar, the Netherlands, Pakistan, the Philippines, Poland, Portugal, Romania, Singapore, Slovakia, Slovenia, Spain, Sweden, Thailand, United Kingdom, Vietnam, the ASEAN Secretariat and the European Commission. [www.aseminfoboard.org](http://www.aseminfoboard.org)
delayed and in cases where expenses are not supported by relevant receipts/invoices, these would not be reimbursed

- Make arrangements for all parties involved including participants and organisers etc. to authorise ASEF to copy, reproduce and distribute any materials and/or documentation related to the initiative free-of-charge

Materials for submission

A complete application will include one set of the following items in a single *.PDF file:

- Completed application form
- Detailed budget of programme and/or related event according to the template given
- 1000-word background of organisation/s involved
- 500-word biography for each key staff involved in the initiative

Send applications and supporting materials via email to:

AECPI: PA
Cultural Exchange
aecpi.pa@culture360.org

Important note:

Only submissions made via email to the abovementioned account will be accepted. Please ensure that all documents are submitted in a single, ready-to-print *.PDF file. All other file extensions may not be accepted by ASEF, thereby making the submission invalid and/or void.

Incomplete submissions will not be considered. Applications and supporting materials should be submitted in English, the ASEF working language.

All contributions are awarded at the discretion of the Asia-Europe Foundation and applications may be rejected without prior notice.

Deadline for application: 30 NOV 2009

For further information and/or clarifications, please contact:

David OCÓN (Mr)                   Firdaus ARMAN (Mr)
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