

Mobility

First!

A travel grant for artists
and cultural professionals
in Asia and Europe

Frequently Asked Questions

2020

Applicant Profile

Who is eligible to apply to Mobility First! ? Artists and cultural professionals who are nationals/citizens of any ASEM partner country

I am a citizen of one of the ASEM countries listed below but I am currently living in a non-ASEM country. Am I eligible to apply? Yes, you are eligible to apply even if you do not live or are not based in an ASEM country.
The important pre-condition would be that you are a national of an ASEM partner country (passport holder) listed below and you are travelling to an ASEM country through **Mobility First!**.

The list of ASEM partner countries are:

ASIA

Australia	Indonesia	Mongolia	Singapore
Bangladesh	Japan	Myanmar	Thailand
Brunei Darussalam	Kazakhstan	New Zealand	Viet Nam
Cambodia	Korea	Pakistan	
China	Lao PDR	Philippines	
India	Malaysia	Russian Federation ¹	

EUROPE

Austria	Finland	Lithuania	Slovakia
Belgium	France	Luxembourg	Slovenia
Bulgaria	Germany	Malta	Spain
Croatia	Greece	Netherlands	Sweden
Cyprus	Hungary	Norway	Switzerland
Czech Republic	Ireland	Poland	United Kingdom
Denmark	Italy	Portugal	
Estonia	Latvia	Romania	

¹ Note: Russian Federation is considered as a country in Asia in the ASEM context

Is there a minimum age to apply? Yes, applicants must be **at least 18 years old** at the time of travel in order to apply.

There is no maximum age limit and artists and cultural professionals who are in the early or veteran stages of their professional careers are welcome to apply.

As an artist/cultural professional, are there specific fields of art that I need to be working in to be eligible? We welcome applications from artists and cultural professionals from any artistic genre (such as visual arts, performing arts, film, heritage etc.).

The field of art that you work in does not have any impact on the evaluation of your application.

Can we apply as a group of artists/cultural professionals? For the 2020 *Mobility First!* open call, we are only accepting **individual** applications made directly by artists and cultural professionals who are looking to participate in cultural activities within the ASEM region.

Are United Kingdom (UK) nationals eligible to apply after the UK's departure from the European Union (EU)? Yes. The UK's departure from the EU does not affect the eligibility of UK nationals to apply to any ASEM project. The UK remains an ASEM partner country and the full list of ASEM partners can be found [here](#).

I received a grant from Mobility First! in 2019, am I still eligible to apply? For past 2019 grantees (both individuals and arts and cultural organisations), *Mobility First!* will not be accepting re-application for a period of **1 year**.

In line with our reapplication policy, if your application to *Mobility First!* was successful in 2019, you will only be allowed to re-apply in 2021. However, if your application to us has not been successful, you are welcome to apply again.

The holding period of 1 year will apply to the following categories of applicants as well

- Grantees who have been awarded the *Mobility First!* travel grant under a successful arts organisation grantee and are intending to submit an individual application
- Grantees who have been supported by our special open calls with Cambodian Living Arts, Prince Claus Fund in 2019

Travel Regions

Where can I travel to? *Mobility First!* supports international travel for the following mobility routes: Asia to Europe and Europe to Asia.

Applicants should be seeking support for travel within the ASEM region. The list of ASEM partner countries can be found on page 2 and 3 of this document.

Can I travel within my own country? No, *Mobility First!* only supports international travel and applicants cannot participate in activities which involve travel within their country of residence.

Can I travel within Europe? No, currently *Mobility First!* only supports international travel from Asia to Europe and Europe to Asia.

For travel within Europe, do check out other funding opportunities listed in the [Mobility Funding Guides](#) on our arts and culture portal, culture360.ASEF.org.

Grant Coverage

What does the Mobility First! grant cover?

The *Mobility First!* grant is intended for covering international travel and visa costs only.

Accommodation and any other costs are excluded from the grant amount.

Does ASEF provide support for visa application?

If your application to *Mobility First!* is successful, an official letter of offer will be generated. This letter may then be used as a supporting document to facilitate the visa application process.

Does ASEF provide travel insurance?

No. However, to prepare unforeseeable events such as health issues, security risks, etc, ASEF advises all selected grantees to ensure that they are insured for their travels.

If my cultural mobility application is successful, is it possible for ASEF to also fund the transfer of my artworks to the activity I am going for?

No, currently we are only able to support the mobility of people.

Can I apply for funding for my project? What about production costs of my artwork / instruments / materials which I will require for my project?

Mobility First! only supports the cultural mobility/travel of artists and cultural professionals to enable them to attend the 6 cross-border activity types supported.

We are unable to provide funding for production costs for artworks or specific projects like a theatre play, for example.

Can I purchase my flight tickets before the results for each round of Mobility First! open call is announced and get reimbursed for my flight expenses after?

Yes, you may purchase your tickets early if the tickets are available at a cheaper price. However, do note that ASEF will not be held liable if your application has not been successful.

In addition, the actual flight expenses do not determine the grant amount allocated. ASEF determines the grant amount.

Application Process

What is the eligible travel period for the open call? *Mobility First!* is now accepting applications for travel which take place between 20 January to 30 November 2020.

Am I able to apply for an ongoing activity or an activity which has already taken place? Unfortunately, ASEF will not be able to fund activities and travel expenses incurred retrospectively.
For instance, if the applicant took part in a residency before 20 January 2020, we will not be able to support their travel and activities even when they apply for our 2020 general open call as their travel dates fall outside our stipulated travel period.

Is it possible to change my travel dates that differ from the time period that I initially applied for? Should there be any changes in travel dates, please provide an explanation to ASEF in writing as soon as possible. Do note that all date changes are subjected to approval.

What types of events/projects/programmes/activities has Mobility First! supported in the past? You can view past successful applications on our [website](#). Alternatively, testimonials from our [2018](#) and [2019](#) *Mobility First!* grantees can also be viewed on ASEF's Flickr page.

Is it possible to apply for and receive mobility support for multiple events? No. Each successful applicant will receive mobility support only once and for one event.
If you are a prospective applicant who wishes to travel from Asia to Europe to attend multiple events in Europe, for example, we recommend that you apply for mobility support for the first event in Europe, for which you are flying from Asia.

Is a multi-city or multi-country tour considered 1 event? No.

What if I do not have an invitation letter given to me by the activity organisers or if the invitation letter does not apply to me?

In this case, it would be good if you could provide us with a programme booklet, a draft schedule of what you intend to do during your travel or other related supporting documents of the activity that you would be attending.

This would allow the Selection Committee to obtain a clearer idea of the activity which you are intending to attend.

Can I apply to Mobility First! if I am also seeking grants and funding from other organisations for the same activity I am applying for?

Yes, you may still apply to *Mobility First!*. As part of the application requirements, applicants are required to fill in their expected grant amount, where the sources of income from other grants should be indicated as well, if applicable.

This information is however only used for statistical purposes and does not have any impact on the evaluation of your application.

Assessment Process

How is an application assessed?

Applications will be assessed based on:

- Quality and content of the applicant's purpose of journey and mobility objectives
- Relevance of the proposed activity to one or more of *Mobility First!*'s focus areas of skills transfer/knowledge exchange, innovation in arts and culture, local cultural development and art and society

Mobility First! is an equal opportunities programme. Applications from artists and cultural professionals of any ASEM nationality, ethnicity, caste, creed, gender or sexual orientation are welcome. ASEF does not discriminate on the basis of age, disability or marital status.

What happens after submitting my application?

After receiving your application, the *Mobility First!* Selection Committee will review your application form thoroughly.

Successful applicants will be notified via email with an official letter of offer via email.

When will I hear feedback about my application?

Applicants can expect to hear feedback about their application in **2 cycles** – March and May (tentative).

However, due to the large number of applications we receive, we are unable to provide individual feedback to applicants who have not been selected.

Others

I am having issues with loading the application form. What browsers are supported?

Our application form is hosted on [Formstack](#) and we recommend completing the application form on a Desktop setting rather than filling it in via your mobile phones.

We recommend using the following browsers to ensure the application form loads smoothly:

- [Firefox](#)
- [Google Chrome](#)
- [Safari](#)

I have been trying to upload files to the form, however the files which I have uploaded keep getting wiped.

The application form saves the details which you've input on its own automatically. However, files uploaded to the form will not be saved until the form has been submitted.

As such, we would suggest uploading the files (eg budget, CV etc.) only when you are ready to submit your application form.

Why can I no longer retrieve the application form which I have filled in previously?

As you have utilised the '**Save and Resume**' function on the form, the function allows you to save a partially completed form and complete it **within 30 days**.

After which, the links to your previous form and any data which you've input will be lost.

Do ensure that the forms are completed within the 30 days limit.

What is the maximum capacity for file uploads on the application form?

Currently, file uploads are limited to **25MB** per form. Do ensure that the documents which you have attached do not exceed the 25 MB limit.

Questions?

Drop us an email at mobilityfirst@asef.org