

**Open Call Round 1 Application Form**

**SECTION 1: BASIC INFORMATION**

**NAME OF LEAD APPLICANT/ ORGANISATION:**

**CONTACT NAME:**

**ADDRESS & COUNTRY:**

**WEBSITE/ SOCIAL MEDIA DETAILS:**

**EMAIL:**

**TEL:**

**WHICH OPEN CALL STRAND DO YOU WISH TO APPLY FOR?** *Please indicate amount requested. If you are applying for more than one strand, please note you will need to compete a separate application.*

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| Strand | Requested amount in GBP £ |
| Exchange |  |
| Collaboration |  |
| Reciprocal Showcase |  |

Are you applying for other strands? If yes please indicate which strand.

* Exchange
* Collaboration
* Reciprocal Showcase

**HAVE YOU SPOKEN TO A MEMBER OF THE TRANFORMING NARRATIVES (TN) TEAM OR A BRITIISH COUNCIL REPRESENTATIVE IN YOUR COUNTRY BEFORE MAKING AN APPLICATION?** *(Please highlight / circle)*

* Yes (please provide details of the individual)
* No

**UK APPLICANTS ONLY: DID YOU ATTEND AN OPEN CALL INFORMATION DAY?** *(Please highlight)*

* Yes
* No

**PLEASE PROVIDE DETAILS OF YOUR PROPOSED PARTNER ORGANISATIONS/INDIVIDUALS & SPECIFY COUNTRY.**

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| **Organisation Name & Address** | **City & Country** | **Art form / Specialism** |
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**PLEASE PROVIDE A PROJECT TITLE, BRIEF DESCRIPTION OF YOUR PROJECT & START AND FINISH DATE.**  *(max 300 words)*

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| **START DATE:**  **FINISH DATE:** |

**SECTION 2: ABOUT YOUR ACTIVITY**

**PLEASE OUTLINE YOUR PROPOSED ACTVITY: ANSWERING THE FOLLOWING QUESTIONS.**

NOTE: A word limit is provided for each question as a guide, please provide as much detail according to the scale of your activity.

a) What do you aim to achieve through your project or activity? *(max 500 words)*

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b) How does your project meet the programme criteria of the Open Call strand you are applying for? *Please refer to guidelines provided (max 1000 words).*

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c) Who do you plan to work with and why? Include details about artists/ producers/programmers/large or smaller organisations. *Please refer to guidance.* *(max 500 words)*

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d) Who are your audiences, and how do you plan to engage and reach them? Please provide estimate/projected audience numbers *(max 500 words)*

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e) Describe how your planned activity will:

* Explore critical dialogue (e.g. Q&A as part of your event, podcasts, blogs, seminars etc)
* Contribute to creating an archive (e.g. how/what will you archive, plans to create documentation) (*max 500 words)*

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f) What is the potential legacy of your activity and partnership? *(max 500 words)*

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g) How will you or your organisation and your partners benefit from the activity proposed? *(max 500 words)*

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**SECTION 3: ABOUT YOU & YOUR PARTNERS**

**PLEASE PROVIDE DETAILS ABOUT YOU AND YOUR PARTNERS EXPERIENCE IN DEVELOPING AND DELIVERING SIMILAR ACTIVITY.** *(500 words max)*

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**PLEASE PROVIDE EXAMPLES OF YOUR PREVIOUS / CURRENT WORK** *(you can insert up to three links here, and/or attach up to three supporting documents e.g. CV, film, audio, visuals)*

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**SECTION 4: ABOUT THE ACTIVITY PLAN**

**PLEASE PROVIDE AN ACTVITY PLAN AS A SEPARATE ATTACHMENT.** *Provide a clear plan detailing your proposed timeframe, description of activity, and who is responsible.*

**SECTION 5 ABOUT THE ACTIVITY BUDGET**

**PLEASE ITEMISE YOUR INCOME AND EXPENDITURE CLEARLY**:

This is suggested budget template, but please attach a spreadsheet of your costs if you prefer.

**Travel information**

* Economy flights only
* Standardised visa costs can be covered (not express)
* For travel to Pakistan and Bangladesh, please note if you are successful you will need to discuss your travel arrangements. Armoured car and accompanied travel may be required in some cities in Pakistan and Bangladesh and these will be covered by the British Council

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| **FULL PROJECT INCOME:**  Please indicate all sources of INCOME and indicate if in CASH or IN-KIND. | **AMOUNT £** | Please indicate if **EXPECTED** or **CONFIRMED** |
| MATCH: |  |  |
| SPONSORSHIP: |  |  |
| TICKETING INCOME: |  |  |
| OTHER: e.g. crowd fund, donations, merchandise. |  |  |
| REQUEST FROM TN OPEN CALL: |  |  |
| **TOTAL INCOME** | £ |  |
| **FULL PROJECT EXPENDITURE**  Please list all expenditure, insert budget lines and headings as appropriate. | **AMOUNT £** | **EXPENDITURE NOTES** e.g. 10 workshops £150 each, 5 x nights hotel costs, 4x economy class flight costs, artist fees, shipping, printing, lighting etc. |
| Artist Fees (TN will cover costs for freelancers / independent practioners only): |  |  |
| Fee Curator/ Dramaturgy/Producer/Project Director etc. |  |  |
| Project Manager: |  |  |
| Production Fees: |  |  |
| Travel (including hotels, visa costs, flights, domestic travel, expenses etc): |  |  |
| Archive & Documentation: |  |  |
| Critical Dialogue: |  |  |
| Marketing: |  |  |
| Contingency (please note, TN can not fund contingency, this will need to covered within your match funding): |  |  |
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| **TOTAL EXPENDITURE** | £ |  |

**CHECK LIST**: *Please check you have completed or provided the following documents before submitting your application. Your application may not be considered if information is missing.*

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| APPLICATION REQUIRMENTS | PROVIDED yes/no |
| Section 1 : Basic Details |  |
| Section 2 : About Your Activity |  |
| Section3: About You & Your Partners |  |
| Section 4: Activity Plan - Attachment |  |
| Section 5: Proposed Budget |  |
| SUPPORTING INFORMATION | ATTACHED yes/no |
| Evidence of confirmed match income by letter of support |  |
| CV/ Links/ Short Film/ Audio/ Images/ Evidence of partnerships e.g. Letter of support. |  |
| Completed Equal Opportunity Form |  |