Create Syria: A Space to Explore Arts and Social Change

3rd Edition

General Guidelines and FAQs
General Guidelines and Frequently Asked Questions

Table of Contents
1. About Create Syria
2. Application procedure and criteria
3. Evaluation process
4. Projects with granting potential

1. About Create Syria

Create Syria is a project by Ettijahat – Independent Culture and the British Council which seeks to increase the capacity of artists to contribute to the development of stronger, more cohesive communities through the design and delivery of community arts initiatives that focus on experience and artistic quality. Create Syria supports individuals and initiatives to build new skills, grow their experience and network with creative practitioners interested in the relationship between arts and community practices.

Create Syria is open to all Syrian artists residing in Egypt, Jordan, Lebanon, Syria, Turkey and Europe. Artists based in Syria are eligible to apply for Ideas Development Support only.

The third edition of Create Syria will enable artists to develop their technical and artistic skills in community settings through one of two frameworks:

- **Project Support**: This strand will support five projects representing different artistic expressions and creative fields. The support package includes the following components:
  - Tailored training and artistic mentorship from local and international experts
  - Local and international peer-to-peer networking opportunities
  - Seed funding of up to $10,000 USD for each project

- **Idea Development Support**: This is a new path of support that gives the opportunity for five artists or creative practitioners to grow their experience and understanding of arts and social change. This strand provides a space for research and practical experimentation to those seeking to develop more mature creative proposals. The support package includes the following components:
  - Tailored training and artistic mentorship from local and international experts
  - Residency placements with institutions experienced in community work
  - A package of in-kind and financial support to develop these proposals and test them experimentally

Create Syria’s Founding Principles

Create Syria operates with two fundamental goals:

- To build the creative and analytical skills of Syrian artists and provide a shared space to experience, learn and engage in dialogue, increasing the ability of local communities and artists to discuss common challenges.
- To create a space for dialogue and interaction between emerging and established Syrian artists and their networks, as well as decision makers, with the aim of promoting and raising awareness about the role of art in times of crisis.
Objectives

Create Syria has the following objectives:

- To increase the capacity of artists and community organisations to deliver local artistic projects that have positive impact within their communities and contribute to greater inclusivity and cohesiveness
- To champion diversity and participation within communities (of Syrians and non-Syrians) in community arts initiatives that focus on experience and artistic quality
- To inspire and facilitate networking and collaboration between community-based organisations working in the arts in Egypt, Jordan, Lebanon, Syria, Turkey and Europe, as well as with the UK and international practitioners
2. Application procedure and criteria

• How do I apply for Create Syria?
You can apply by filling in the application form, available on www.ettijahat.org, and sending it with all the required documents to createsyria@ettijahat.org.

• What are the required documents that I should send?
  o The completed Application Form filled in Arabic (application forms completed in other languages will not be accepted)
  o The applicant’s up-to-date CV
  o A video recording of no more than 60 seconds in which the applicant explains their reasons for applying for Create Syria and how their idea or project will benefit them on a professional level
  o A copy of the applicant’s ID or passport (this document must be valid until the end of 2020)
  o A copy of the applicant’s valid Residency Permit
  o A portfolio of complete work, if the application is submitted on behalf of a team or group initiative
  o Samples of previously implemented projects

• How can I share documents, images, videos or other media files?
  o Samples of previous work can be sent by email as MS Word or PDF files. Their size must not exceed 5 MB.
  o Applicants can send pictures in JPEG format. Their size should not exceed 10 MB.
  o Applicants can send videos and voice recordings by email if they do not exceed 6MB. If the files exceed 6MB, applicants may send them via a link to a DropBox, WeTransfer or Google Drive file.

• What is the deadline for the submission of applications?
Applications may be submitted until the 15th of April 2020 (23:59 Beirut time). No applications received after the deadline will be accepted, regardless of the reason for the delay.

• Will I receive a confirmation that Ettijahat has received my application form?
You can be sure that we have received your application when you are sent an Application Received Notice. If you do not receive this automatic response within a short period of submitting your application, please re-send your application.

• Who is allowed to apply?
All artists and designers of artistic programmes, regardless of whether they are emerging or established in their careers. The project encourages the participation of individuals, teams and group initiatives that are interested in artistic programming. The project also encourages cooperation and partnership between different cultural agents and practitioners. This includes all Syrian artists, including Syrian-Palestinians, residing in Egypt, Jordan, Lebanon, Syria, Turkey and Europe, aged between 22 and 40 years old. Artists who have idea proposals and who reside in Syria are eligible to apply for the Idea Development Support strand.
Ettijahat and the British Council are looking for a diverse range of artists and creative practitioners to participate in this programme and strongly encourage disabled and/or D/deaf artists and creative practitioners to apply. Persons with disabilities include those who have long-term physical, mental,
intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others.

- **Is the call open for artists of all nationalities?**
  While Create Syria is aimed principally at Syrian artists, including Syrian-Palestinians, Ettijahat and the British Council also encourage collaboration between participating artists and their peers of other nationalities. Projects that include such collaborations within their teams will have a stronger opportunity for support, provided that they meet the other key artistic elements as well.

- **Are artistic initiatives and artistic collectives allowed to apply?**
  All Syrian groups (initiatives, artistic collectives etc.) are eligible to apply through their project leader or manager, who will be the official applicant and will be responsible for implementing the project through its different stages.

- **What is required from my side if I’m selected?**
  If you are selected, you will need to commit to the following:
  
  - Attending the full training programme, without being absent from any session. This will include an intensive training workshop at the beginning of the project and a joint-workshop for all beneficiaries at the end of 2020, as well as a tailored artistic mentorship programme.
  - For those who applied for **Project Support**: Implementing the project by respecting all conditions, criteria and deadlines.
  - For those who applied for **Idea Development Support**: Attending all artistic workshops or residencies within the specified conditions, criteria and deadlines.
  - Presenting reports which outline the course of action.
  - Continuous interaction with the Ettijahat team throughout the support period.

- **Is it possible to fill in the application form in a language other than Arabic?**
  The application form should be filled in Arabic only. However, all the other annexes and documents can be submitted in Arabic, English or French.

- **Is it possible to submit more than one application to the project?**
  No.

- **Is it possible to apply to both Project Support and Idea Development Support?**
  Each applicant is allowed to send one application only, specifying one kind of support. The selection committee has the right to suggest changing the support format from Project Support to Idea Development Support and vice versa. This will only be processed in agreement with the applicant.

- **I have already completed a project which has been implemented; can I apply to Create Syria and repeat the project?**
  Projects which have already been implemented will not be accepted unless the repeated edition takes place in a different location, and the applicant agrees to develop the project concept according to Create Syria’s criteria.
• Am I allowed to apply to Create Syria if I have previously received a grant from a different programme/project organised by Ettijahat?
Yes.

• Am I allowed to apply to Create Syria if I am currently receiving a grant from a different programme/project organised by Ettijahat?
Ettijahat, along with its partners, aims to support as many different applicants as possible. As such, priority will be given to other new applicants.

• Am I allowed to apply to Create Syria’s third edition if I have received support under previous editions of Create Syria?
Ettijahat, along with its partners, aims to support as many different applicants as possible. As such, priority will be given to other new applicants.

• Will all applicants be notified of the results of the evaluation?
All selected applicants will be notified of their acceptance in the first half of May 2020. The results will then be published on Ettijahat’s website www.ettijahat.org, Ettijahat’s Facebook page, the British Council website syria.britishcouncil.org and the British Council Facebook page.
3. Evaluation process

• How are the projects selected?
Project proposals and ideas seeking support will be evaluated and selected by a Selection Committee made up of artistic and cultural experts. The names of the members of the Selection Committee will be kept secret until the results are announced. The evaluation will be done in two phases: in the first stage, the members of the Selection Committee will evaluate projects individually; in the second stage, the members will convene to discuss the projects and select 5 proposals for Project Support and 5 proposals for Idea Development Support. Only applications that fit the aforementioned eligibility criteria will be evaluated. Projects that do not comply with the general framework and objectives of Create Syria, or which do not comply with the evaluation criteria from an administrative standpoint, will not be considered eligible and will therefore not be evaluated.

• What are the criteria adopted by the Selection Committee in choosing the projects?
The Selection Committee will evaluate all the eligible applications based on the following principles:

Relevance to the objectives of Create Syria
- The applicant’s understanding of the reality of their local community and their awareness and sensitivity towards community work and artistic practices
- The level of experimentation and innovation shown in the applicant’s approach to arts and social change
- The opportunities for local community involvement within the project or idea presented

Applicant’s or Project team’s Readiness
- The ability of the project team to implement the project or of the ability of the idea developer to develop his/her proposal
- The applicant’s willingness and desire to work creatively towards social change in an innovative way
- The applicant’s willingness to learn from one’s environment and through exchange with others
- The extent to which the project or idea developer will benefit from Create Syria

• Does the selection process rely exclusively on the quality of the application?
Create Syria pays great attention to personal contribution and investment in project and idea designers. For this reason, we encourage applicants to be attentive in the attached of their documents, which will be evaluated seriously.
4. Projects with granting potential

General Information

- Should the project be implemented in specific locations?
Projects can be implemented in any location in which the applicant resides.

- What would increase my chances of receiving support from Create Syria?
Create Syria seeks to support art projects that achieve real cooperation between Syrian artists and their peers, and priority will be given to projects which adhere to the aforementioned advice with regard to collaboration (see Evaluation Process, above) and which link their content to the general framework of Create Syria.

- What types of artistic projects will be supported within Create Syria?
The project is open to projects in all artistic fields with no exceptions, and Create Syria welcomes all projects which are outside normal and traditional frameworks. The project should help beneficiaries to develop their artistic and technical skills and empower the potency of community arts.

- What are the types of projects that don’t comply with the general framework of Create Syria?
  - Educational projects, development projects and art production projects
  - Activities that do not involve communities through an efficient and genuine approach and projects that do not involve a collaborative approach
  - Projects which offer capacity building trainings in a repetitive manner without a clear structure for development (i.e. weekly drawing training over a period of 6 months without a clear curriculum, path of progress or end goal)
  - A specific part of a cultural institution or initiative’s programme which has been already been designed in full and which is not qualified for further development

- What is artistic mentorship?
Artistic mentorship is one of the main components of the support package, through which Create Syria provides opportunities for beneficiaries to discuss and dialogue with artistic experts who have knowledge of artistic work and its delicate nature in real community contexts. This component provides beneficiaries with the opportunity to expand their orbit and to create safe spaces for artistic discussion.

- How is the artistic mentor selected?
Priority is given to those who would like to participate in selecting their mentors based on the following criteria:
  - Previous experience in the field of community art, and having already completed artistic community projects (applicants can be former beneficiaries of Create Syria)
  - Familiarity with the artistic field that has been proposed
  - Availability and readiness to guide and follow up with the project manager

- When is the artistic mentor selected?
The artistic mentor is selected directly after the first training phase upon the agreement of the participant and the Create Syria team.
• Who owns the artistic and intellectual rights of the proposed projects?
Participants retain full rights to their projects and all their products and results on the condition that participants stipulate that the project is supported by Create Syria. Ettijahat and the British Council retain the right to publicise and use any material from the applicant’s project during and after the implementation phase for non-profit purposes on the condition that they state the name of the project owner or the organisation responsible.

Project Support
• How many projects will be supported?
5 projects will be selected to receive support. This support will not be divided between specific artistic sectors; rather, the Selection Committee will focus simply on selecting the best applications they receive.

• What is the deadline for implementing the project?
The project should be implemented within a maximum of one year from beginning the project. The total duration of the project is therefore from July 2020 to June 2021.

• I would like to establish a theatre club or a musical group. Can I apply to Create Syria?
Yes, while keeping in mind that Ettijahat is focused on supporting sustainable projects.

• I would like to produce a concert, theatrical performance or other one-off artistic activity. Does this comply with the project’s selection criteria?
Yes, on the condition that the project involves numerous beneficiaries at several different stages of the project. The more the project focuses on building the artistic skills of its participants and communicating the value of the arts, the higher its chances of selection. For example, a performance or concert might be the result of a longer process or journey which affects a number of participants.

• Are there specific groups on which the project should focus?
Projects may choose to target specific groups according to age or nationality. Ettijahat welcomes projects which focus on inclusivity, especially that of marginalised groups.

• What are the conditions of financial support?
  o Once a contract is signed, 70% of the supporting grant amount will be transferred to the beneficiary. Once the project and terms of the contract are completed, the remaining 30% will be transferred.
  o In case the total budget of the project exceeds $10,000 USD, the applicant shall present official documents that demonstrate their capacity to cover the remaining amount, stipulating other funding sources where appropriate.
  o The applicant shall present a financial report by the end of the project, detailing all the items covered by the grant, with all the corresponding official receipts annexed. The final amount of the grant will not be paid until the report is submitted and approved by Ettijahat.
Idea Development Support

- How many ideas will be supported through this programme?
  5 project ideas will be selected for support. This support will not be divided between specific artistic sectors; rather, the Selection Committee will focus simply on selecting the best applications they receive.

- If a project receives Idea Development Support, does it have to be implemented in full upon completion of Create Syria?
  No, but the party responsible for the project should carry out a sample or part of what they developed. The results of this practical experiment must be presented based to the Create Syria team. Applicants should pay special attention to choosing the best context in which to present their idea.

- How can I participate in an artistic residency?
  Applicants in the Idea Development category can receive support to participate in artistic residencies of their choosing, provided that the applicant works towards social change either in conjunction with their hosting organisation or as a result of the subject of the residency itself.