

Call for proposals for cultural projects in Nairobi County, Kenya

CALL FOR PROPOSALS

Questions & Answers

1. How can I submit my application?

Complete applications (application form and all required annexes) must be submitted online via the link indicated in the call for proposal before **8TH DECEMBER 2024 AT 23:59 PM ((GMT+3) NAIROBI TIME))**.

2. Although the implementation period for the projects has to be between February 2025 to June 2026, can the implementation period of my project last less than this timeframe?

Indeed you can apply whether the implementation period for the supported project lasts 2 month or a year. However, the project should take place within the given timeframe meaning between February 2025 and June 2026.

3. Can I submit several applications with different project proposals?

No. Only one application is accepted per cultural organization. Multiple applications from the same organization will not be considered.

4. Are applications from individuals eligible?

No, only organizations that are legal entities may apply.

5. Are cultural enterprises eligible?

No. Only non-profit cultural organizations are eligible to apply. Applications from cultural enterprises will not be considered.

6. Which cultural and creative sectors are concerned by this call for proposals?

Organizations working in all cultural and creative sectors and intervening in all links of the production chain of the cultural and creative industries (CCI) are concerned by this call.

- Audiovisual (films, videos, etc.)
- Performing arts and festivities
- Design and creative services
- Visual arts and crafts
- Publishing (books and press)

However, project proposals in the sector of cultural and natural heritage will not be accepted.

7. I have been living in Kenya for 10 years, but I am not a Kenyan, can I apply to this call for proposals?

Yes, the eligibility criterion concerns the country where the organization is established and not the nationality of the project leader.

8. I am a self-employed entrepreneur, am I eligible for the proposal?

Unfortunately, not. The call is intended for companies and individual applications are not eligible.

9. I have been in business for many years but have only been registered for one year. Can I apply?

Unfortunately not. The proposal is aimed at companies that have been legally registered for at least two years.

10. On what basis will applications be assessed?

Projects to be funded will be selected on the basis of the following criteria:

- Project relevance
- Financial and operational capacity
- Design and participatory approach to implementation
- Artistic quality of the works to be disseminated
- Financial feasibility
- Innovative character aimed at places or categories with no easy access to works
- Technical and organizational capacity of your organization
- Project sustainability

11. I submitted my application but forgot to attach an Annex. Can I resubmit my application with the missing Annex? Alternatively, can I e-mail you the missing Annex?

No. Please make sure that you attach all the requested Annexes before submitting your application. Incomplete applications and multiple applications will not be considered.

12. I don't have a google account. What should I do?

You do need to create a google account in order to apply to this call for proposals.

13. Is there a way I can improve my chances of obtaining the Grant?

Projects who are being co-financed have a higher chance of being selected for the grant. Applicants are therefore encouraged to provide co-financing contract to the annexes of their application.

14. Is an organization that pursues several missions but art and culture are not its main focus eligible?

No. This call for proposals is aimed at cultural organizations whose work focuses on art and culture.

15. When will the results be announced?

The results for the pre-selected candidates will be announced during the second week of January 2025.

16. What kind of documents are expected for the financial statements?

Ideally, audited accounts. If there are no audited accounts, a document (excel or pdf) showing the current financial position of the organization.

17. In the last 12 months, my organization has started to implement a project, but it is still running. Can I submit a narrative and financial report on the activities carried out so far, even if the project is not yet finished?

You can submit a report on activities carried out to date, but you must send us at least one final narrative and financial report on an activity carried out and closed within the last 12 months. This last report will be taken into account when assessing your application.

18. If I have further questions about the call, who can I contact?

If you don't find the answers to your questions in these FAQs, you can contact us by email at africalia@africalia.be until 4th December 2024 at 23:59 pm ((GMT+3) Nairobi Time). After this date, your questions will not be answered.

Kind Reminder

❖ Eligibility criteria of the project

Please note that projects who are being co-financed have a higher chance of being selected for the grant. Applicants are therefore encouraged to provide co-financing contract to the annexes of their application.

The following types of projects are eligible:	The following types of projects are not eligible:
<ul style="list-style-type: none">○ Festivals (music festivals, film festivals, dance festivals);○ Circulation of cultural works and content (traveling exhibitions, tours, etc.);○ Development of online distribution and websites designed to increase the value of works (audiovisual, fashion, design, crafts, visual arts, etc.).	<ul style="list-style-type: none">○ Local activities (festivals) that remain in their usual venues;○ Activities linked to events but not aimed at a general public;○ Actions aimed at raising funds or promoting the applicant's visibility ;○ Local dissemination actions intended for a general public but characterized by discrimination against individuals or groups on the grounds of race, color, sex, language, religion, political or other opinion, national or social origin, wealth, birth or any other status;○ Dissemination actions but which directly or indirectly support political parties or actions of a propaganda, proselytizing or pornographic nature.

❖ Eligibility Criteria – Applicants

Only organizations proving their existence for at least two years and able to demonstrate a certain experience in the distribution of cultural goods intended for the general public will be eligible. Applicants will therefore be asked to append to their applications reports on previous projects or activities with a budget equivalent to at least 30% of the amount requested under this call for proposals.

Eligible Applicants:	The following are not eligible:
<ul style="list-style-type: none">○ Be a legal entity;○ Be a non-profit organization or cooperative, and be able to prove this by means of approval or a certificate of recognition issued by the province;○ Have notarized statutes proving its existence for at least two years;○ Have its head office in Nairobi county;○ Carry out cultural activities focusing primarily on the dissemination of cultural works;	<ul style="list-style-type: none">○ Individuals;○ Start-up legal entities with no experience in the distribution of cultural and creative goods and services;○ Cultural organizations operating in the field of dissemination, but whose directors are not resident in Kenya at the time of this call;○ All incomplete or late applications;○ Cultural enterprises in programs already supported by Africalia;

<ul style="list-style-type: none"> ○ Have already managed one or more projects with a budget equivalent to at least 30% of the amount requested under this call for proposals, and be able to prove this through activity reports, financial reports and bank statements; ○ Be responsible for the preparation and management of funded activities; ○ Have a bank account opened in the name of the organization, and be able to prove this by means of a bank statement; ○ Provide a complete application file, including all required annexes, by the specified deadline. 	<ul style="list-style-type: none"> ○ Cultural organizations operating in counties other than Nairobi; ○ Autonomous public establishments; ○ Universities, public and private schools.
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