



Cultural Exchange International (CEI)

Special fellowship program co-sponsored by the British Council and the City of Los Angeles, Department of Cultural Affairs

PROGRAM GUIDELINES

1) Introduction

The British Council (Council) and the Los Angeles Department of Cultural Affairs (DCA) will offer 3 Fellowship Grants of around \$6500 each for socially-engaged emerging cultural leaders from the UK (England, Scotland, Wales and Northern Ireland) to undertake residencies of two to three weeks with one or more host organization(s) in Los Angeles. The residencies will take place in the City's 2013-14 fiscal year, starting July 1, 2013 and ending June 30, 2014. This is the second part of an exchange program that has seen three Los Angeles based cultural leaders undertake residencies in the UK during the 2012-13 fiscal year.

Invitations to apply for this open, public program will be promoted widely on the internet in early 2013. Additionally, the Council and DCA will invite a group of nominators consisting of acknowledged leaders in relevant sectors to encourage emerging cultural leaders to apply for this program.

Digital applications are due to the British Council by March 15, 2013 (see pages 2-3 for application details). Applications will be reviewed by three diverse-minded members of the British Council Arts Group in the U.K. which will recommend up to 9 finalists for final decision by a second review panel in Los Angeles. Both panels will consist of experts with knowledge of international exchange and/or socially-engaged cultural activities.

This pilot program will be evaluated in 2014, after which time program guidelines and instructions may be refined.

2) Program Overview

A socially-engaged emerging cultural leader is defined as any person (artist, arts or cultural manager, cultural educator, creative presenter, social entrepreneur or community activist) who addresses contemporary social issues through the lens of arts and culture, and is in the beginning stages of this work with growing accomplishments. Ideally the applicant's

proposed exchange will provide or engender cross-cultural ideas, lessons, stories or collaborative possibilities. Support is targeted for exchanges that build on social practice. The main goal of the fellowship program is to enhance the leadership development, networking opportunities and idea-exchange of each fellow, which may include promoting cross-cultural projects or partnerships.

Applicants must identify at least one host organization in Los Angeles which should: 1) be the main site of your work in Los Angeles, 2) accept the contractual, financial and insurance liabilities for the residency project without taking more than 15% of the total grant for administrative expenses (each Grant can only be paid in US\$ to one Los Angeles organization). Therefore, applicants should research and contact eligible host organizations as part of the application process and develop a proposal with input from a recognized and relevant host organization or cultural business in Los Angeles. The Applicant, and/or the primary host organization, may arrange to share your visit with one or more secondary LA partners. All host organizations, but especially the primary host, should be asked to write letters of support to attach to your proposal.

Before June 30, 2014 fellowship awardees are expected to communicate widely about their residency experience to their peers, their field and their home communities. This should include engagement with social media and online networking tools related to the project and may include blogging, tweeting, and/or uploading videos about their residency learning to YouTube or Vimeo.

3) Eligibility

Any socially-engaged emerging cultural leader is welcome to apply. Letters of support from Los Angeles host organizations or associations shall be submitted as part of the application. If you wish to ask questions about your eligibility or the stature of an intended host organization please email Sophie Nazerian at britishcouncilwestcoast@gmail.com. You may be referred to a consultant at the DCA as well.

4) Applications Instructions and Questions

- 4.1 Answer the following 6 questions as a narrative of approximately 2 to 3 pages total.
1. Define the sector of your work and describe your leadership position in this field.
 2. Briefly describe: A) innovative programs or practices that can be ascribed to your leadership, and/or B) unique perspectives that you can provide to others working in your field and to public audiences.
 3. Briefly describe your design for a two to three week residency in Los Angeles. What issues would you address? What types of organizations do you intend to engage with?
 4. Describe like-minded field leaders and/or workers that you want to engage with in Los Angeles.
 5. Name and describe the primary host agency for your residency. Also list non-primary host agencies you plan to engage with or examples of the types of agencies you would wish to relate to.
 6. Indicate the best time periods between July 1, 2013 and June 30, 2014 for your travel to and residency in to Los Angeles. Please confirm whether the intended

residency is tentative (based on grant funding) or confirmed (regardless of grant support).

4.2. Please copy or include a budget based on the format below (page 4)

4.3. Attach your resume. Up to 3 pages.

4.4. Submit 1 or 2 work samples (or instructions of how to find 1 or 2 work samples on line). Please provide an introduction up to 1 page explaining how the work samples relate to the work you wish to undertake or explore during your proposed residency. Sample viewing materials may be PowerPoint presentations, video footage of recent presentations or activities, internet links or interviews. Submit no more than 2 types of materials.

4.5 Please provide two written letters of recommendation from leaders in your field in the UK

4.6. Include a letter of recommendation from your primary host organization in Los Angeles

4.7 (Optional) Attach one or two letters of recommendation from secondary or other partner organizations in LA than you plan to network with during your residency.

In total your application should be no more than 15 pages with no more than 2 work samples. Complete applications should be emailed as a PDF attachment to britishcouncilwestcoast@gmail.com.

5) Processing Schedule

British Council will convene a panel of experts in the UK to review all applications in March 2013 and recommend the best 9 proposals for final review in Los Angeles. Announcement of Grants will take place in May with Los Angeles host organizations executing contracts in mid-June. Hence, even though the City's fiscal year opens July 1, 2013 we advise that travel and residency work begin after August 15, 2013.

6) Application Deadline

March 15, 2013

7) Optimal window for Residencies (including on-line documentation)

August 15, 2013 through June 30, 2014

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7) Proposed Residency Budget	DCA/British Council	Host Organization* or other/personal resources
a. Personal Fees	\$	\$
b. Roundtrip Economy-class Airfare	\$	\$
c. Accommodation	\$	\$
d. Per Diem (food and ground transportation)	\$	\$
e. Mandatory Traveller's and Liability Insurance**		\$ 800.00
f. Host Organization administrative fees	\$	\$
g. Miscellaneous (describe)	\$	\$

TOTAL (not more than \$6500 from DCA/British Council)		\$ _____
TOTAL (from host organization and other/personal sources if applicable)		\$ _____
 TOTAL FELLOWSHIP COST	 \$ _____	

If you do not have defined a specific project budget with your primary host organization at the time of your application, we suggest you place the following numbers in the budget above: A) personal fees = \$800, B) airfare = \$1000, C) accommodation = \$2500, D) per diem = \$750, F) host fees = \$1000, and G) miscellaneous = \$450. Please also note that you and your host organization should budget no less than \$800 for mandatory insurances (which cannot be paid for with DCA/British Council grant monies).

** It is important to state any cash or in-kind donations which will be provided by your host organization. For example, your host agency may provide you with studio space, an apartment or dinner meals. The approximate cash values of such in-kind contributions should be estimated in your budget chart. Additionally, you may be receiving other support or committing other funds which should be listed as other/personal to be calculated as part of the Total Fellowship Cost. The total requested from DCA/British Council may not exceed \$6500. However, the cost of the Fellowship may be greater.*

***Insurance is mandatory, however you cannot use DCA/British Council funds for this purpose..*