

PAJ Europe

The Japan Foundation *Performing Arts Japan Program for Europe*

2010-2011

PROGRAM GUIDELINES

INTRODUCTION

The Japan Foundation (<http://www.jpf.go.jp>), was established in 1972, as a special legal entity supervised by the Ministry of Foreign Affairs and reorganized in 2003 as an independent administrative institution. Through its headquarters in Tokyo, a branch office in Kyoto, two Japanese-language institutes and 22 overseas offices in 20 countries, the Japan Foundation conducts a wide range of programs concerning arts and cultural exchange, Japanese language education, Japanese studies and intellectual exchange. The Foundation's financial base is 111 billion yen invested by the government, and its operation is funded by the investment profit, subsidy from the Japanese government and donations from the private sector.

Performing Arts Japan Program for Europe (PAJ Europe) was started by the Japan Foundation in 2006 to revitalize and facilitate the exchange between leading artists in Europe and Japan. The main feature of this scheme is that this grant will be made available to those organisers based in Europe who are planning to organise Japan related performing arts projects. The applications will be screened by an annually appointed panel of advisors who are specialists in the area of performing arts in Europe. Successful applicants will receive grants towards part of the cost of implementing their project.

In the 2009-2010 fiscal year, 14 projects (7 touring and 7 collaboration/co-production) were selected under the program, for a total amount of 182,400euros. For more information, please visit our website, **Performing Arts Network Japan** at http://www.performingarts.jp/E/topics/jfsupport/paj_euro_2009.html

The Japan Foundation is now accepting proposals for projects, which take place between April 1, 2010 and June 30, 2011, to offer touring and collaboration/co-production grants. To apply for the program, please read the following guidelines carefully, and complete the attached Application Form and submit it along with other necessary materials to your nearest Japan Foundation office in Europe no later than 16 October, 2009(receipt deadline).

OBJECTIVES

The primary objectives of PAJ Europe are:

- To support the proper introduction of carefully selected Japanese performing arts that have a plan for even geographic coverage in Europe
- To assist well-envisioned Europe-Japan collaborative projects during the creation phases of new works
- To encourage educational forums in addition to the actual performances, such as workshops and residency activities, to acquaint European audiences with Japanese performing arts in the context of their history, culture and development.

CATEGORIES

The PAJ Europe program is comprised of the following two categories.

TOURING GRANT: assists the presentation of Japanese performing arts at multiple locations in Europe, with emphasis on locations outside major capital cities, where there is no regular exposure to Japanese performing arts.

COLLABORATION/CO-PRODUCTION GRANT: assists the collaboration of Japanese and European artists in order to create a new work that has the potential of being developed into a touring project in the near future, enhancing the understanding of Japanese culture when presented to European audiences.

ELIGIBILITY

- 1) Applications can be accepted from performing arts-related organisations, such as festivals, theatres or arts promotion companies which are based in the countries in the list below.
- 2) The purpose of the proposed project must be to present Japanese performing arts and/or to conduct Europe-Japan artistic collaboration in the field of the performing arts.
- 3) The proposed project must be undertaken by professional artists. Non-professional members can be included only if the objective of the project is to present performing arts of high quality, not to train or educate the members.
- 4) The proposed project must take place between 1 April 2010 and 30 of June 2011.
- 5) Commitments to the proposed project must be secured from the venues and the artists/professionals concerned at the time of application.
- 6) Applicants are eligible to apply for one project only to either category of touring or collaboration/co-production grant.
- 7) The proposed project must not be used for religious or political purposes.
- 8) **For TOURING**, in principle, the proposed project must tour to at least two locations in listed European countries as below. Multiple venues in the same city are considered to be one location.
- 9) **For TOURING**, the grant must be applied for by one representative on behalf of any group of collaborative organizations which plan to tour together.
- 10) **For COLLABORATION/CO-PRODUCTION**, the proposed project must be a new work jointly explored by Japanese and European artists.
- 11) **For COLLABORATION/CO-PRODUCTION**, revivals of existing pieces and the creation of recorded products are ineligible for this program.
- 12) If a project receives a grant from any other of the Japan Foundation's programs, such as the Grant Program for Overseas Performances, it cannot be funded through PAJ Europe at the same time.

Applications for this program can only be accepted from groups who are based in the following countries:

Albania, Andorra, Austria, Belgium, Bosnia and Herzegovina, Bulgaria, Czech Republic, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Kosovo, Latvia, Liechtenstein, Lithuania, Luxembourg, Macedonia, Malta, Moldova, Montenegro, Monaco, the Netherlands, Norway, Poland, Portugal, Romania, San Marino, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, the U.K, Vatican City

GRANT COVERAGE

For both TOURING GRANT and COLLABORATION/CO-PRODUCTION GRANT

- PAJ grant is only applicable to cover the following expenses for invited Japanese artists/professionals:
 - *International airfare (economy class up to IATA Special Excursion Fare)
 - *Travel expenses within Europe
 - *Lodging and Per Diems
 - *Freight
 - *Translation expenses
- Grants are made on a cost-sharing basis. PAJ Europe will not fund more than 50% of the total project costs, nor will it fund overheads and/or administrative costs of the applicant organization such as employees' salary.
- The total amount of grant will not exceed 20 000 Euros.

For COLLABORATION/CO-PRODUCTION GRANT only

- PAJ Europe will only fund the costs incurred during the development process of creating new works.

ASSESSMENT CRITERIA

TOURING GRANT

- Artistic quality of the project
- Impact on audiences and the performing arts scene in Europe
- Geographic reach
- Capacity to provide future continuity
- Feasibility of carrying out the project
- Strength of educational and outreach activities

COLLABORATION/CO-PRODUCTION GRANT

- Artistic quality expected of newly created work
- Expected impact on the audiences and the performing arts scene when presented
- Dynamic interaction between Japanese and European artists
- Potential to develop into a touring project in the near future
- Feasibility of carrying out the project
- Strength of educational and outreach activities

For both **TOURING** and **COLLABORATION/CO-PRODUCTION GRANT**, priority will be given to projects that meet the following criteria.

- *Projects where the applicants can afford the cost of Lodging and Per Diems as much as possible
- *Projects that involve Japanese artists based in Japan
- *Projects that include educational and/or community outreach activities that enhance the audience's appreciation of Japanese culture

- *Projects that demonstrate a high level of cost- effectiveness
- *Projects implemented in countries which are expected to expand the PAJ Europe network in terms of Touring and Collaboration/Co-production, besides the following countries such as France, UK, Germany, Italy where a sufficient number of applications are constantly received every year
- *Projects which are of high quality or that introduce the latest trends in Japanese performing arts
- *Projects that aim constructive framework towards post-disaster/conflict restoration through arts and culture
- *Projects related to Japanese pop culture

For projects applying to the **TOURING GRANT**, priority will also be given to projects that meet the following criteria.

- *Projects which will tour for at least two countries

COMMON PRINCIPLE

*In principle, applicants who have already received PAJ grants for the past three consecutive years will be given lower priority. This is a measure to enable the Japan Foundation to extend its support to as many applicants as possible by avoiding long-term funding relationships with the same recipients. However, exceptions may be made for projects which the Japan Foundation deems duly significant.

APPLICATION

Applicants must send the following materials. Any other relevant items may also be attached.

1. ONE copy is required

- Completed Application Form (must be typed in full with no double sided printing and submitted loose with no staples or bindings.)
- Annual report of the applicant organization for the last fiscal year
- Digest version of Audio-visual materials of artists' works relevant to the proposed project edited to approximately 15 minutes.

2. TEN copies are required

- Any written/published materials regarding the applicant organization and the project
- Biographies of the chief officials of the applicant organization
- Information about the artists, including biographies and press reviews
- Audio-visual material of artists' works relevant to the proposed project
- Contracts with and/or letters of agreement from the artists/professionals, producers and presenters who are involved in the proposed project

Work samples are a critical element of your application. Given the large amount of material and the limited amount of time available for the panel review, applicants should prepare a well-organized presentation that best represents their work.

All submitted materials must be labelled with artist's name and title of the project.

All submitted materials will not be returned.

APPLICATION DEADLINE

Applications and all relevant items must be received by the Japan Foundation offices in Europe (see attached list to find out which office to send your application to) no later than 16 October 2009. Late or incomplete applications, as well as applications submitted by fax or email will not be accepted. The Foundation cannot be responsible for applications lost or damaged in transit.

Attention

If the materials are not submitted before the application deadline without prior consent from the Japan Foundation, the application will be automatically rejected.

ASSESSMENT PROCESS AND NOTIFICATION SCHEDULE

The panel of Advisors for the Japan Foundation PAJ Europe will assess all applications and make their recommendations. Based on these recommendations, the final selection of awardees will be made by the Japan Foundation. Grant notifications will be mailed in March 2010.

HANDLING OF PERSONAL INFORMATION

- 1) The Japan Foundation provides the completed application forms to external advisors both in the screening and evaluation procedures of the project, on condition that they handle personal information included in them appropriately.
- 2) There may be cases in which the Japan Foundation uses personal information of the representative, person in charge, and others mentioned in the application such as their name, address, and project title written on the application form, for the following purposes;
 - To inform them of other Japan Foundation activities;
 - To send some Japan Foundation public-relations materials to the addresses written on the application form;
 - To carry their names and project title in the *Detailed Annual Report of the Japan Foundation Activities*, the *Annual Report*, the Japan Foundation's website, and other public relations materials;
 - To compile statistics carried in the Annual Report;
 - To send a questionnaire to the addresses written on the application form after the project has ended.
- 3) The Japan Foundation provides the completed application forms and attached documents to the panel of Advisors in the screening process and evaluation procedures.

DISCLOSURE OF INFORMATION

Please note that, with regard to the projects that the Japan Foundation will support, information such as the name of the applicant and project descriptions will be made public in *Kokusai Koryu Kikin Jigyō Jisseki* (Detailed Annual Report of the Japan Foundation Activities), the Japan Foundation's website and other public relations material created by the Foundation. When the Foundation receives a request for information based on the "Law Concerning the Disclosure of Information Held by Independent Administrative Institutions, etc." (Law No. 140 of December 5, 2001), as a general rule, submitted application forms and related materials will be disclosed, except for information stipulated by the law as something not to be disclosed.

Grant programs are operated in accordance with the relevant laws and regulations of the Japan Foundation.

THE JAPAN FOUNDATION OFFICES IN EUROPE

Please contact your nearest office listed below for further enquiries. Applications should be submitted to the Japan Foundation in your country unless otherwise stated below.

France (Applications from France and other European countries not listed below)

Maison de la culture du Japon à Paris (The Japan Cultural Institute in Paris (The Japan Foundation))
101 bis, quai Branly
75740 Paris Cedex 15, France
TEL: 33-1-44-37-95-00
FAX: 33-1-44-37-95-15
Email: pajeurope@mcjp.asso.fr

Italy

Istituto Giapponese di Cultura (The Japan Cultural Institute in Rome (The Japan Foundation))
Via Antonio Gramsci 74
00197 Roma, Italia (Italy)
TEL: 39-06-322-4754
-4794
FAX: 39-06-322-2165
Email: info@jfroma.it

Germany

Japanisches Kulturinstitut (The Japan Cultural Institute in Cologne (The Japan Foundation))
Universitätsstraße 98, 50674 Köln
Bundesrepublik Deutschland (Germany)
TEL: 49-221-9405580
FAX: 49-221-9405589
Email: jfco@jki.de

U.K. (Applications from the U.K and Ireland)

The Japan Foundation, London
Russell Square House, 10-12 Russell Square
London WC1B 5EH
United Kingdom
TEL: 44-20-7436-6695
FAX: 44-20-7323-4888
Email: info@jpf.org.uk

Hungary

The Japan Foundation, Budapest
Aradi u. 8-10, Budapest 1026
Hungary
TEL: 36-1-214-0775
0776
FAX: 36-1-214-0778
Email: info@japanalapitvany.hu

We highly recommend that you check our website, Performing Arts Network Japan at www.performingarts.jp. Updated every month, this English website provides the most up-to-date information about the impressive range of expression and creativity of Japanese performing arts including music, dance and theatre as well as international presenters and festivals/markets that incorporate Japanese performing arts. You can also register to receive monthly email updates. Visit our website: www.jpf.go.jp