

Guidelines for the Cultural Development and Exchange Fund (CDEF)

The CDEF provides support to contemporary artists and cultural performances in Vietnam and to cultural exchange activities between Denmark and Vietnam

CDEF will support projects that are ‘innovative, modern and bring new developments to the cultural art scene in Vietnam and Denmark’.

The aim of the cultural exchange is to expose the two cultures to each other and to contribute to joint inspiration, cooperation and understanding between the artists and the people of the two countries.

Hence, to the extent possible, the Danish artists performing in Vietnam should involve Vietnamese artists in their performances and vice versa. Danish artists performing in Vietnam must engage in extensive collaboration with Vietnamese artists either through joint work, workshops, master classes etc. When relevant, performances originally taking place in one country may be repeated in the other country.

Support will also be given to exchange initiatives that aim at promoting cultural pluralism in Vietnam, images of Vietnam in Denmark and cultural collaboration between the two countries.

1. Objectives

Support may be given to projects that have the objective of:

- Presenting Danish culture in Vietnam for the purpose of enhancing and inspiring Vietnam’s arts and culture through development of partnerships between Danish and Vietnamese artists, and to stimulate mutual inspiration and exchange of experiences between artists from both countries.
- Presenting Vietnamese culture to the Danish public for inspiration, enrichment and understanding and enhancing dialogue and tolerance through performance by Vietnamese artists in Denmark alone or with Danish participation.
- Presenting events, exhibitions, performances and festivals in Vietnam with an art development perspective by Vietnamese artists alone or with Danish participation.

2. Major activities to be supported by CDEF

- Events, exhibitions, performances and festivals in Vietnam with Vietnamese and/or Danish participation.
- Cultural exchange visits to Denmark by Vietnamese and to Vietnam by Danes involving elements of exhibition and/or performance.
- Exhibitions of art in Vietnam by Vietnamese and/or Danish artists and in Denmark by Vietnamese artists (or in co-production with Danish artists).
- Training, working and study visits to art institutions and schools in Denmark by Vietnamese.

- Training and capacity building activities to support the development and sustaining Vietnam's art institutions and alternative spaces.
- Training and working by Danish artists and performers to Vietnam.
- Improvement of Vietnamese cultural exhibition venues through partnerships with equivalent organisations in Denmark.

3. Who may apply?

Danish as well as Vietnamese individuals or organisations may apply for support to projects. In cases where an individual or a group of individuals seek support, a CV along with relevant documents or material (e.g. copy of reviews, educational certificates, recording of previous productions on CD, DVD etc.) must be enclosed.

4. Deadline and processing time

There are generally 2 deadlines for submission of applications in a calendar year.

Please check our Facebook and our website for the next application deadline.

Decision by the Board will be announced approximately 6 weeks after these deadlines. Support is not provided for expenses that incur before a decision on project support has been made.

5. Preparation of application and forwarding

The application form can be downloaded from

Vietnamese:

<http://www.ambhanoi.um.dk/vi/menu/Vanhoa/quyphattrienvatraodoivanhoadanmachvietnam/quyphattrienvatraodoivanhoadanmachvietnam.htm?WBCMODE=PresentationUnpublished>

English:

<http://www.ambhanoi.um.dk/en/menu/Culture/CulturalDevelopmentAndExchangeFund%28CDEF%29/?WBCMODE=PresentationUnpublished>

or acquired at the Embassy of Denmark in Hanoi. The application must be completed in English or Vietnamese by answering all the questions on the form. Please forward the form by either post or e-mail to:

Embassy of Denmark
 “CDEF”
 BIDV tower, 7th floor
 194 Tran Quang Khai Street
 Hoan Kiem District
 Hanoi, Vietnam

E-mail: hanamb@um.dk

Please note that the information provided in the application will be handled with confidentiality. However, for successful applications the CDEF will publicize the project title and the approved amount.

6. Criteria for the assessment of applications

a. Innovation

CDEF mainly prioritises projects that are:

- Creatively innovative.
- From geographical areas, ethnic minorities or genres that are marginalized or have not been previously presented in Vietnam and/or Denmark.
- Communicating cultural heritage and traditions in a manner adapted to contemporary requirements and demands.

b. Quality

CDEF wishes to promote high quality in cultural projects and cultural collaboration. The quality criteria are determined on the basis of specific projects' contents and the goals set up by the individual applicant. The following qualities will therefore be considered:

- Artistic/aesthetic quality
- Exchange aspect/quality
- Intercultural quality

c. Dissemination

CDEF intends to promote that art and culture come into contact with the largest possible target group in Vietnam as well as in Denmark. Therefore, a broad-based distribution of activities in terms of genre as well as participants is encouraged both in Vietnam and in Denmark.

d. Cultural pluralism

CDEF prioritises projects that:

- Contribute to a varied and dynamic cultural life.
- Promote understanding and development of cultural identity and diversity.
- Contribute to openness and democracy.

e. Partnership

CDEF wishes to promote collaboration and network building between Danes and Vietnamese. In general, exchange projects must be based on partnerships between partners in Vietnam and Denmark in the shape of specified individuals, groups, associations, institutions or other players.

f. Synergy, coherence for development

CDEF wishes to promote projects that contribute to the development of the art scene. Therefore, projects that include capacity building, sharing knowledge and information activities and projects that promote collaboration and networking amongst Vietnamese as well as between Danes and Vietnamese are prioritised.

7. Other aspects will be considered in the assessment of applications

Co-financing/own contribution

Projects that also receive financial support from other contributors and/or are based on a considerable own contributions are prioritised. Alternative contribution may consist of capacity development and sharing of knowledge and information.

Budget

The project budget must be transparent and hence a detailed budget balancing the income and expenses shall be enclosed. The budget must clearly state:

- Expenses applied from CDEF.
- Expenses applied for elsewhere. Please state the contributors and make stock of pending and settled applications.
- How the remaining expenses are to be covered.

8. CDEF does not support

- Scholarships for work and research (limitation applies to Danes only).
- Study trips that are an integrated part of a course or a study (limitation applies to Danes only).
- Already incurred expenses
- Normal activities and operation of organisations and institutions.
- Projects for which the expenses ought to be covered through commercial services rendered by public institutions.
- Projects that are repeated without significant innovation or development involved.
- Projects where the main objective is regular development aid without a cultural perspective.
- Projects where the main objective is general information and increasing of awareness.
- Projects where the main objective is export of Danish arts and culture.

Further limitations may occur in the support provided for various genres and types of activities based on assessment of resources and needs.

9. General terms and conditions for grants

Before disbursement of a grant, the applicant must agree, by signing the following general preconditions:

- The project must be implemented as described in the application. Any changes in the budget and/or content must be approved by CDEF.
- Payment of the approved amount will only be made on the basis of a written request stating the name of the bank, branch and account number. Payment is normally made three months before implementation of the project. Payment cannot be made until CDEF has received a copy of the letter of grant to confirm that the terms and conditions have been accepted. Queries regarding payment should be directed to: Nguyen Kim Quy, e-mail kimquy@um.dk phone no. (84 4) 3823 1888 ext. 252.
- In the press and information material for the project, it must be mentioned that CDEF has contributed to the implementation of the project and the logo of the Fund must be incorporated.
- As soon as it is ready, please forward copies of all published material including programmes, flyers, press releases, photographs etc. to CDEF referring to the project number. The material will be used in relation to information and documentation.

- Accounts for the grant along with the original documents or audited accounts (**for grants above DKK 100,000/Dong 378,653,000/ US\$ 18,152 USD, the accounts must be audited**) must be submitted no later than 3 months after the implementation of the project.
- Along with the accounts, a complete evaluation report must be forwarded using the evaluation form that is delivered together with the letter of grant. The completion of the evaluation form is a precondition for the approval of the accounts.
- In case the applicant does not request payment of the grant before the expiry of the project period, the grant will be cancelled without further notice.