

2021 ASEAN-ROK Culture Innovation Joint Projects – Production Grants

Since the hosting of the ASEAN-ROK Culture Innovation Summit in 2020, the Ministry of Culture, Sports and Tourism (MCST) and Korean Foundation for International Cultural Exchange (KOFICE) have been striving to expedite partnership and cooperation among the Republic of Korea and ASEAN countries through revitalized exchanges in culture and the arts. To this end, this project aims to provide funds for publicly-minded projects that are carried out using ASEAN and Korean cultural resources and contemporary technologies.

Public and private organizations (corporations/associations) in Korea that specialize in culture and the arts or the sciences and wish to cooperate with ASEAN countries are invited to apply as outlined below. All are welcome!

1. Outline

- Title: 2021 ASEAN-ROK Cultural Innovation Joint Projects – Production Grants
- Application period: May 24 (Mon) ~ June 30 (Wed), 2021
- Where to apply: e-Nara Doeum (comprehensive management system for state subsidies; www.gosims.go.kr)
- Deadline: Jun. 30 (Wed), 18:00 (KST)
- Implementation procedure and itinerary (tent.)

May	<ul style="list-style-type: none"> ○ Application period * Application deadline: June 30 (Wed), 18:00 (KST)
June-July	<ul style="list-style-type: none"> ○ Application period ends + selection (up to 3 organizations) / Screening: document (Round 1), presentation (Round 2), budget (Round 3) ○ Contracts signed with selected organizations ○ Administrative process begun for provision of project grants
August	<ul style="list-style-type: none"> ○ Announcement of production plan per project * In conjunction with 2021 ASEAN-ROK Culture Innovation Summit (August)
September- November	<ul style="list-style-type: none"> ○ Project implementation ○ Submission of monthly progress report ○ Mid-point check of implementation status (planned for October) * Depending on outcomes, amount of remaining budget provided may change. ○ Projects completed
December	<ul style="list-style-type: none"> ○ Screening of outcome presentations per project (must submit: final report, outcome short clip, and account settlement documents) ○ Announcement of projects to receive follow-up support/grants * Depending on screening results, no project may be designated. ○ Account settlement, outcome reports

※ The above itinerary may be subject to change depending on implementation status/circumstances.

- Objective: to provide financial support for joint projects in culture and/or the arts that are publicly-minded and carried out using ASEAN/Korean cultural resources and contemporary technologies.
- Cultural resources: literature, art, music, dance, theater, film, traditional music, photography, architecture, language, etc.
- Public-mindedness: cooperation and partnered growth among Korea and ASEAN states, environmental conservation (carbon neutrality, etc.), embracing of multiculturalism, etc.

※ **Eligible project types**

- ① Digitalizing of ASEAN/Korean cultural resources, or project on arts & culture that is characterized by public-mindedness
 - ② Project that favors an experimental stance on the blending of culture/arts and technology and advocates the realization of public values
 - ③ Online collaboration that is conducive to the international exchange paradigm of the post-COVID-19 era
 - ④ Project that has features/aspects in common with the theme* of the 2021 ASEAN-ROK Culture Innovation Summit
- * “ASEAN and Korean Citizens: Growth via Culture and Technology” (working title)

- **Eligibility:** public or private organization(corporation, or association) working in the arts& culture, or science & technologies

* Organizations that have received state funds for an endeavor related to culture/arts or technology for 2021 are not eligible to apply (duplicate grants not allowed).

* Private organizations, corporations, or associations in Korea that have a business license or unique serial number may apply.

※ **Details of eligibility**

- ① An institution or organization that is interested in the concept of the ASEAN-ROK community and able to collaborate with an expert/organization from at least one ASEAN country
- ② An institution or organization that has expertise in culture and/or the arts and is able to collaborate with an expert/organization in the sciences or an institution or organization that has expertise in the sciences and is able to collaborate with an expert/organization in culture and/or the arts
- ③ An institution or organization that has access to personnel and/or facilities necessary for implementing the project

- No. of selected teams: up to 3 (up to KRW 100 million per project)

* Amount of provided funds and/or number of selected teams may vary depending on screening outcomes.

- Application type: 1) creation or production of a new project, 2) re-creation (adaptation) of an existing project

	Type	Content	Expected outcome
1	New creation or production	<ul style="list-style-type: none"> ○ Planning/production of an original project that blends culture and the arts with contemporary technologies 	Outcome on a par with or of more advanced quality than a showcase (exhibition, performance, film, etc.)
2	Re-creation (adaptation)	<ul style="list-style-type: none"> ○ Adaptation of an existing culture or arts project by supplementing it with or using it to showcase a new technology 	Outcome of sufficient quality to be used for other purposes in the future (follow-up exhibition, re-performance, re-screening, etc.)

▪ Preferential conditions

- ① Extent of ASEAN-ROK cooperation: additional points will be given based on total number of nationalities (for project partners)
 - * 2 countries: 1 point, 3 countries: 2 points, 4 countries: 3 points, 5 countries: 4 points, 6 countries: 5 points, 7 countries: 6 points, 8 countries: 7 points, 9 countries: 8 points, 10 countries: 9 points
 - * Based on number of nationalities, not people (e.g.: 2 tech experts (Thailand) + 1 cultural event planner (Myanmar) = 1 additional point)
- ② Participation of youth: additional points will be given if at least 50% of team members are youths (age 39 or younger)
- ③ Participation of women: additional points will be given if at least 50% of team members are women

2. Content of support

- Provided support: funds for operational costs and expenses for transportation in Korea

Category	Details
Operational costs	<ul style="list-style-type: none"> ○ Operational costs related to project planning/production <ul style="list-style-type: none"> - Compensation for experts, planning fee, development fee, production fee, rent, shipping, etc. - Budget required for project presentation (e.g. showcase) (if applicable) - Project archiving ○ Comptroller commission (up to KRW 1 mil.) *required ○ Production of outcome short clip (up to KRW 3 mil.) *required
Transportation expenses	<ul style="list-style-type: none"> ○ Expenses for transportation within Korea required to carry out project <ul style="list-style-type: none"> - Public transportation only (bus, train, etc.)
Precautions	<ul style="list-style-type: none"> ※Funds will not be provided for expenses incurred for project-related meetings. ※Funds may not be used to pay salaries of organization/institution's in-house staff.

	<p>※Regarding travel expenses, only public transportation fees within Korea will be compensated (no per diem).</p> <p>※The budget does not have to be shouldered entirely by the team. Selected organizations/institutions are free to choose.</p> <p>※Funds will be wire transferred in two installments, and selected teams will execute and settle the provided budget individually via e-Nara Doeum.</p>
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- Obligations of selected teams: project planning/implementation, monthly reports, submission of materials for mid-term check, outcome report, account settling, production of project video(short clip), examination of accounts, cooperation with PR, etc.
- ※ Submission of materials for mid-term check: payment of remaining funds to be determined based on outcomes of October inspection
- ※ Video production: to be used for presentation of project outcomes (December) and screening for follow-up support (budget: up to KRW 3 million)
- ※ Commission for comptroller shall not exceed KRW 1 million.

○ Payment and settling of funds

- Payment: via e-Nara Doeum (1st installment (Jul.): 70% / 2nd installment (Oct.): 30%)
- Execution: individually via e-Nara Doeum
- Account settling: relevant documents uploaded to e-Nara Doeum

3. Assessment and designation

- Assessment method: selection of up to three projects through screening of documents, presentation, and budget
- 1. Document screening: assessment of application form and other evidential documents
- 2. Presentation screening: oral presentation by project team (10 min.) and Q&A (10 min.)
- 3. Budget screening: assessment of project's budget feasibility

[Breakdown of designation procedure]

Submission deadline (4th week of June)	Assessment : Part 1 (document screening) (2nd week of July)	Assessment : Part 2 (presentatio n screening) (3rd week of July)	Assessment : Part 3 (budget screening) (4th week of July)	Announcem ent of results (4th week of July)	Signing of contract (5th week of July)	Project implementati on (5th week of July ~ 5th week of Nov.)
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○ Assessment criteria

Category	Items assessed	Factors examined
Appropriateness (60)	Understanding of support program's objective	<ul style="list-style-type: none"> · Understanding of program's objective and nature of ASEAN-ROK cooperation · Concreteness of project's operational plan and general direction
	Appropriateness of project	<ul style="list-style-type: none"> · Appropriateness of blending of culture/arts and technology · Whether project is creative/experimental or artistically sophisticated · Whether project reflects public values or is public-minded · Project's feasibility and/or expected outcomes
Implementation ability (25)	Ability to execute project	<ul style="list-style-type: none"> · Degree of expertise in and/or amount of experience with similar projects of participating organization(s) · Existence of domestic/international networks and extent to which they are actually utilized
	Appropriateness of implementation plan	<ul style="list-style-type: none"> · Appropriateness of project's itinerary and budget operation plan
Preferential conditions (15)	Extent of ASEAN-ROK cooperation	<ul style="list-style-type: none"> · Cooperation with and/or participation of ASEAN country (countries) · * 2 countries: 1 point, 3 countries: 2 points, 4 countries: 3 points, 5 countries: 4 points, 6 countries: 5 points, 7 countries: 6 points, 8 countries: 7 points, 9 countries: 8 points, 10 countries: 9 points · ※ Based on number of nationalities, not people (e.g.: 2 tech experts (Thailand) + 1 cultural event planner (Myanmar) = 1 additional point) · ※ ASEAN countries: Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand, and Vietnam
	Participation of youth	<ul style="list-style-type: none"> · At least 50% of team members are youths (age 39 or younger)
	Participation of women	<ul style="list-style-type: none"> · At least 50% of team members are women

○ Required documents

Category	Details
① Application form	○ Must use provided form (including project content)
② Portfolio	○ Portfolio of previously-done artworks/projects on the convergence of art and technology - Max: 10 pages (as viewed via PDF) - If video will be submitted as well, it must be an edited file (up to 5 min. long, MPG or MOV format)
③ Information on team members	○ Resumes of participants (1 page per person, free format) - Mandatory: passport information pages of all participants (or other evidential documents that shows participants' nationality/age) * Will be used to determine number of ASEAN nationalities and proportions of youth/women per team - Optional: certification in area of expertise (e.g. academic degree, professional license, proof of professional experience) ○ Mandatory: documents showing that plans are underway for collaboration with relevant experts * e.g. technical MOU, email exchanges, etc.
④ Business license	○ Business license (or unique serial number) (which provides valid bank account for receiving funds)
⑤ Other documents	○ Consent form on use of personal information, participation consent form, etc.

※ Maximum (total) file size that can be uploaded to e-Nara Doeum: 50MB

- **Where to apply:** e-Nara Doeum (comprehensive management system for state subsidies; www.gosims.go.kr)

(* Applications submitted after the deadline will not be considered / Deadline: Jun. 30 (Wed), 18:00 KST)

○ Announcement of results

- Announcement date: fourth week of July 2021 (tent.)

- Announcement method: via KOFICE website and individual notification

※ The announcement date may be subject to change depending on the progress of the assessment procedure.

※ The final decision will be made after the announcement of results and negotiation between KOFICE and the organization/institution on project-related details.

※ The budget will be paid after the MOU between KOFICE and the organization/institution is signed.

4. Inquiries

- Inquiries on program: KOFICE (International Exchange & Planning Team)
 - Phone: +82-2-3153-1760
 - Email: aseanrok@kofice.or.kr
- Inquiries on using e-Nara Doeum(comprehensive management system for state subsidies): 1670-9595

Att. 1: Program precautions

[Precautions for institutions/organizations]

(General)

- If any of the materials submitted by the institution/organization to the Korean Foundation for International Cultural Exchange (KOFICE) contain information that is false or inaccurate, the institution/organization may be excluded from the screening process or have its selection/funding cancelled.
- If a dispute occurs between the institution/organization and a third party during the application submission or project implementation process over the infringement of said third party's rights and/or intellectual property rights (copyright, etc.), KOFICE will not assume any responsibility regarding such dispute.
- If it becomes necessary to change the original plan during project implementation, the institution/organization must resolve the matter based on negotiations with KOFICE.
- The institution/organization must make all good faith efforts necessary to comply with the objective of this program and complete its project by the date specified in the contract.
- Matters related to project operation may change at the request of the ordering party. Decisions must be finalized via negotiation or mediation, and miscellaneous issues should be decided in accordance with custom.
- If any type of legal dispute and/or lawsuit occurs regarding the selection of or signing of a contract with an institution/organization, all responsibility for such must be assumed by the user (institution/organization).
- Matters related to project operation must be decided based on the guideline and list of relevant laws provided by KOFICE.
- Submitted project proposals will not be returned to the sender, regardless of whether the institution/organization is selected for the program.
- All costs related to the project proposal must be paid by the program participant.
- If the application includes false or inaccurate content, funds will not be provided. The institution/organization must complete and submit the proposal within the designated project period.
- The project's copyright is owned by the institution/organization. The hosting or supervisory organization has the right to edit or supplement project outcomes for publicly-minded purposes (e.g. production, distribution, or reflection of policies).
- According to the Ministry of Culture, Sports and Tourism's Guidelines on the Operation and Management of State Subsidies (April 2021), the institution/organization is obligated to prevent sexual harassment/violence during the project's implementation. If the perpetrator of such sexual assault is the institution/organization or an affiliated individual, the wire transfer of project funds may be cancelled.

(Reporting of project progress)

- Reporting of the project's progress will be done as follows: monthly progress report, mid-term report (October), and presentation of final outcomes (December). Required costs must be paid by the institution/organization. The project's itinerary and issuing of press releases should be decided based on negotiations between KOFICE and the institution/organization.

- KOFICE may request that the institution/organization submit reports on the progress/outcomes of the project or discuss matters related to assessment during the project's implementation. In such case, the institution/organization is obligated to comply. Efforts must actively be made to reflect the outcomes of such discussion in the project's implementation.
- KOFICE has the right to give task-related instructions for the purpose of supervising the institution/organization's implementation of its project. The institution/organization must frequently discuss with KOFICE details and matters related to project implementation.
 - When project funds are wire transferred in installments to the institution/organization, KOFICE may request a presentation on the production plan or the submission of various materials (monthly reports, materials for mid-term check, project video, account settlement resources, etc.). Changes may be made to the project depending on the outcome of such presentation or submission of materials.
- In the event of an unavoidable situation, the institution/organization may change part of the project's content (or a major project-related task). In such case, the change must be discussed in advance with KOFICE.

(Budget execution and account settlement)

- An exclusive bank account must be used for the execution and management of the project's budget. The selected organization must use e-Nara Doeum for all budget-related operations (wire transfer request, execution of subsidy, etc.).
- Budget composition, execution, and settlement must be done according to the Subsidy Management Act and the Ministry of Culture, Sports and Tourism's Guidelines on the Operation and Management of State Subsidies.
- Provided funds may not be used for general expenses (e.g. personnel fees for the operation of the institution/organization).
- The reports on budget settlement, project outcomes, and examination of accounts must be submitted after the project's termination by the fifth week of December.
- If a significant change occurs (in project period, personnel, content, budget, etc.) while implementing the project, it must be discussed with KOFICE. Depending on the nature of the matter, the institution/organization may need to undergo a separate process that involves an official notification, etc.

(Confidentiality)

- The institution/organization must submit confidentiality agreements that are signed by all project participants. Sensitive information gained in the course of implementing the project must be kept confidential both during and after the project's termination.
- Project-related materials (documents, resources, equipment, etc.) may not be used for purposes unrelated to the project. Such materials may not be provided or rented, without prior permission from KOFICE, to a third party.
- The institution/organization is entirely responsible for any problems (compensation, etc.) that occur during the project's implementation due to failure to adhere to the confidentiality rules.
- The institution/organization may not provide or make outside presentations of project outcomes without the permission of KOFICE.
- The institution/organization is fully responsible for any problems that arise as a result of operating the project in a way other than what was agreed on with KOFICE or

- submitting an outcome report that includes information that is false or inaccurate.
- The citation of publications in the final product must be done according to relevant laws (intellectual property rights (e.g. copyright, patent), etc.). Any matters related to rights (intellectual property rights) regarding project outcomes must be decided on or applied based on negotiation with KOFICE.

(Other)

- The institution/organization may have to submit project-related materials after the project's termination in the event of such request.
- The institution/organization may provide an advisory function, if necessary, to KOFICE on related projects other than the project undertaken for this program.