

Business for Art Foundation Venue Subsidy Scheme – For the use of McAulay Studio

Invitation for Applications

Hong Kong Arts Centre (HKAC) hereby invites qualified arts organisations and individual artists to submit applications for the “Business for Art Foundation Venue Subsidy Scheme”. Sponsored by Business for Art Foundation Limited (“BAF”) and administered by the Hong Kong Arts Centre (HKAC), awardees of the Scheme (“Successful Subsidy Awardees”) will be able to use the McAulay Studio (“Venue”) of the HKAC in subsidised-rent as a platform to present their works.

1. Eligibility Criteria for Applicants

- a. Individual / Independent artists and emerging young artists over the age of 18 at the time of application who reside in Hong Kong;
- b. Local arts groups registered and operating in Hong Kong;
- c. Supported art forms:
Performing Arts and Cross-disciplinary Art
- d. Priority will be given to:
 - i. emerging artists with over 3 years’ experience in the arts and cultural field after receiving formal professional training, and have involved in at least two public performances and multi-media works, in which s/he was the major artistic personnel of the productions;
 - ii. applicants who will be presenting newly created cross-disciplinary artworks, showing creativity and diversity.
- e. HKAC reserves the final decision on the eligibility of application.

2. Scope of Subsidy

- a. The Venue Subsidy must only be used for setup, rehearsing and presenting art works and performances at the Venues.
- b. The Venue Subsidy only covers venue rental of the venue. Rental for hiring additional equipment or services are at full responsibility of the applicant
- c. The Scheme will subsidise **up to 80% venue rental** and at a **maximum of 14-day booking of McAulay Studio** for each successful application in each application period.
- d. Performances must be opened to the public and should be ticketed. Tickets must be sold via URBTIX ticketing services.
- e. Activities listed below do not fall within the scope of support:
 - i. Activities that are sole presentations of the Leisure and Cultural Services Department (LCSD).

- ii. Fund-raising activities.
- iii. Commercial activities or training classes.
- iv. Social welfare and charity projects.

3. Application Deadline

The closing dates for the additional round of applications is as followed:

McAulay Studio

Deadline of Application	Notification Date	Performance/ Activity Date
15 November 2018	On or before 31 December 2018	On or before 30 September 2019

4. Application Procedure

- a. Application forms are now available at the HKAC's Office or can be downloaded from HKAC's website (www.hkac.org.hk). Applicant should submit the filled application form with the following information:
 - i. Registered non-profit making organisations or non-profit distributing bodies by constitution must submit proof of official registration, its constitution and a name list of its key members.
 - ii. Profit-making or commercial organisations must submit proof of official registration, a name list of directors (if applicable) and a copy of business registration certificate (for non Inland Revenue Department recognised charitable institutions only).
 - iii. Individual applicant must submit a copy of the Hong Kong Identity Card.
 - iv. The applicant's residential address, or the office / registered address of the organisation must be provided. A Post Office box number would not be acceptable.
- b. Applicant should send the completed application form together with supplementary information and document, by post or in-person before closing date to:

Address:

8/F, Hong Kong Arts Centre, 2 Harbour Road, Wanchai, Hong Kong

(Please mark 'Business for Art Foundation Venue Subsidy Scheme' on the envelope)

***before 6:00pm on the closing date for in-person submission**

***postmarked for submission by post**

- c. Late applications which do not fulfill the conditions of the Scheme shall not be accepted or processed by HKAC.
- d. Applications that meet the eligibility criteria will be assessed by a vetting committee formed by the HKAC Members, Staff, representative from BFA and/or Examiners. The committee will arrange interviews for the applicants if needed.

5. Criteria for Assessing Applications

- a. Key Criteria for evaluating applications include:
 - i. Applications fitting the HKAC Venue Subsidy Scheme support priority mentioned in section 1d: 30%
 - ii. Feasibility and quality of project, and originality of new works: 30%
 - iii. New hirers/ Previous hiring records: 20%
 - iv. Track record of applicant and personnel involved: 20%.
- b. Depending on the competition, HKAC reserves the right to set assessment criteria additional to those above which HKAC determines to be objective and do not contradict existing ones to facilitate the processing of applications.

6. Release of Application Result

Successful applicant will be notified in writing by HKAC and will be required to sign the Agreement which lays down the conditions of the Venue Subsidy within one month. The subsidized date and time will depend on the actual availability.

7. Reminder for Subsidy Awardee

- a. HKAC and BAF must be acknowledged in the prescribed format set out in the guidelines in all promotional materials of the awarded programme. The draft of the materials or publications must be submitted to the HKAC for verification before they are printed.
- b. HKAC may require the Subsidy Awardee to supply, on a voluntary basis, the HKAC with maximum six complimentary tickets for each performance.
- c. The Venue Subsidy is payable to successful applicants on a reimbursement basis after the approved project of each applicant has been completed and the Project Report of the approved project has been submitted and approved by directors of HKAC.
- d. All approved projects should be completed **on or before 30 June 2019.**

8. Copyright

The Subsidy Awardee must obtain prior written consent of the copyright owner for the content of the application and all materials used, and must ensure that HKAC will not

violate the “Intellectual Property (Miscellaneous Amendments) Ordinance 2000” or other relevant ordinances. The Subsidy Awardee must authorize HKAC and BAF upon the receipt, copying, possession, processing, archiving or publishing of application documents (including images and text) submitted.

Enquiries

For enquiries of the scheme, please contact:

Mr. Joseph Lai / Ms. Eva Wong

Address: 8/F, Hong Kong Arts Centre, 2 Harbour Road, Wanchai, Hong Kong

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Fax: 2519 2067 / 2519 2068

Email: jlai@hkac.org.hk / kywong@hkac.org.hk

Website: www.hkac.org.hk

Hong Kong Arts Centre

15 August 2018

In case of discrepancy between the Chinese and English versions, the English version shall prevail.