

## **RULES AND REGULATIONS**

### **FRArt RESEARCH PROJECT 2023 (PDR-FRArt)**

**ADOPTED BY**

**THE BOARD OF TRUSTEES OF THE FRArt**

**ON 22<sup>ND</sup> APRIL 2022**

**Référence : FRArt\_REGL\_PDR-FRArt\_EN\_CA20220422\_2022.06.15\_11\_Final**

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## CHAPTER I: SCOPE

### Article 1

The Art Research Fund (FRArt) is an Associated Fund of the F.R.S.-FNRS which aims at funding research projects in art carried out outside the scope of doctoral research and outside of any artistic production funding by an artist-researcher or an artist collective. These projects are validated by one or several Higher Schools of Art (ESA) listed in [Appendix 1](#).

The rules and regulations hereinafter are only applicable to the applications submitted within the framework of the FRArt biennial Call.

Any artist or artist collective of any nationality may, in collaboration with one or several ESA, respond to this call and submit an artistic research project via the FRArt Research Project (PDR-FRArt) instrument.

### Article 2

Every PDR-FRArt project must be submitted jointly by its author and a facilitator.

The author is an artist or an artist collective<sup>1</sup>.

The facilitator is one or several ESA regardless of the field: plastic, visual and spatial arts, theatre and speech arts, music, performing arts and broadcasting and communication techniques, dance. A facilitator bears the title of main ESA or secondary ESA.

### Article 3

The main author of a PDR-FRArt is the person who submits the artistic project as part of the call.

A PDR-FRArt carried out by an artist collective provides for the participation of co-authors.

## CHAPTER II: APPLICATION

### Article 4

The main author of a PDR-FRArt is an artist-researcher and holder of higher arts education degree or equivalent, or has proven experience in practicing artistic research.

### Article 5

Research in art may be conducted by multi-field groups of which researchers are also university graduates.

### Article 6

When submitting an application, the main author of a PDR-FRArt must select a main ESA<sup>2</sup>, and is entitled to choose one or several secondary ESA.

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<sup>1</sup> The author may be an artist-professor teaching in an ESA, in which case it must be mentioned in the proposal.

<sup>2</sup> The author of a PDR-FRArt shall contact the main ESA prior to mentioning it in the application form in order to obtain the accompanying agreement describing how the research project fits within the ESA. The author will have to upload this agreement in their application file.

The number of applications which may be supported by a main ESA is limited to five applications validated following the validation procedure described in the next article.

#### Article 7

The FRArt biennial Call for applications is open on the decision of the Board of Trustees of the FRArt.

The opening of the call is published on the [F.R.S.-FNRS](#) website and the portal of the non-profit organisation Art-Recherche (A/R asbl), which gathers ESA of the Wallonia-Brussels Federation.

The application can be submitted in French or in English. It must only be submitted on [e-space](#), the online platform dedicated to the calls for proposals.

All PDR-FRArt applications are submitted to a procedure including two successive electronic validations on the dates that will be indicated when the call is published:

- a. The validation by the main author: it accounts as a confirmation that the application file is complete.
- b. The validation by the main ESA, to which the application file is transferred once the main author has validated the application form. The ESA verifies the eligibility of the main author and co-authors, if any, and may accept or refuse the application. The validation deadline fixed for the main ESA puts a final end to the call for proposals.

Applications that have not been validated within the time-frame of the call cannot be taken into account.

The validation dates are available in the mini-guide for applicants.

#### Article 8

Potential co-authors involved in a PDR-FRArt will be contacted by the F.R.S.-FNRS after the validation by the main author, in order to:

- Confirm they are willing to participate in the PDR-FRArt, and
- Require them to send their curriculum vitae<sup>3</sup>.

## **CHAPTER III: NATURE AND DURATION OF THE FUNDING**

### **III- A.: ELIGIBLE EXPENSES**

#### Article 9

As part of the PDR-FRArt the allocated fund can cover 3 types of expenses:

- Personnel
- Operating
- Equipment

#### Article 10

Budget to cover personnel costs is associated with the work of the author.

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<sup>3</sup> CV are required for the evaluation. Therefore they should contain no personal data which are not necessary for that purpose.

Operating costs include subcontracting expenditure if applicable.

No costs associated with the ESA can be claimed.

### **III- B.: FUNDING CHARACTERISTICS AND PROVISIONS**

#### Article 11

The duration of PDR-FRArt is from 9 to 24 months.

The PDR-FRArt starting date is set between the 1<sup>st</sup> of June and the 1<sup>st</sup> of December.

#### Article 12

A PDR-FRArt application enables to apply for funding of a maximum of € 50,000-.

### **CHAPTER IV: EXAMINATION OF APPLICATIONS**

#### Article 13

The excellence of artistic research is the cornerstone of the evaluation, which is conducted in 2 steps:

- By experts assigned by the ESA for each project (step 1),
- By an International Artistic Committee (CAI) assessing all projects supported by ESA (step 2).

#### Article 14

Step 1 is completed prior to submitting the applications on e-space, and it follows the exchanges between the author of the PDR-FRArt and the main ESA in order to obtain the accompanying agreement describing how the research project fits within the ESA. The author of the PDR-FRArt will have to upload this agreement before validating on e-space.

#### Article 15

During step 2, criteria that will be taken into account for the evaluation of the PDR-FRArt are the following:

N°	CRITERIA	WEIGHT
1	Artistic consistency of the research project	30%
2	Artistic, scientific, ethical, political, social issues at stake addressed by the research project	25%
3	Feasibility and implementation conditions for carrying out the proposed research	15%
4	Adequacy of the provisional budget and financing plan	15%
5	Quality of the author's general body of work or its potential	15%

The CAI will try to give priority to supporting up to four projects submitted by authors who graduated no longer than 5 years ago, or by authors demonstrating artistic practices and who have never had any major funding.

The CAI may reduce the requested budget up to a maximum of 15%. If the adequacy between the research programme and the requested budget is not justified and appears to require a reduction of more than 15%, the research programme will not be deemed fundable.

#### Article 16

The Board of Trustees of the FRArt allocates funds according to the budget that is available. It decides on the granting or rejection, and where provided for, on the amounts to be granted.

## CHAPTER V: FINANCIAL PROVISIONS

#### Article 17

Funding granted through the PDR-FRArt instrument is subject to a research agreement.

This agreement shall bear the signature of the following parties:

- **The author** commits to conducting artistic research with all the resources available<sup>4</sup>;
- **The FRArt** commits to providing financial aid to the PDR-FRArt;
- **A/R organisation** commits to releasing the PDR-FRArt research and ensuring dissemination.

The agreement provides for unilateral termination clauses.

#### Article 18

The grants allocated to the author can be used until 31<sup>st</sup> of December of the year that follows the granting decision for projects of a duration between 9 and 12 months.

The grants allocated to the author can be used until the 31<sup>st</sup> of December of the second year that follows the granting decision for projects of a duration between 13 and 24 months.

The financial flow can in no case pass through the ESA (the facilitator) or through a related structure (e.g. a non-profit organisation, etc.).

#### Article 19

The FRArt commits to allocating funding as follows:

1. A first advance of 50% of the grants available to the author will be paid within 15 days following the signing of the agreement.
2. A second advance corresponding to 40 % of the grants will be paid within 15 days following the receipt by FRArt of the invoice established by the author and justifying the amount of the first advance as defined in article 20. This payment will be determined by a favourable opinion of the CAI concerning the mid-term report and its ratification by the Board of Trustees of the FRArt as defined in article 24.

In the absence of full justification for the first advance of 50 %, or in the absence of any justification, the second advance of 40 % will not be paid and the author undertakes to reimburse unjustified amounts to the FRArt.

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<sup>4</sup> In case a non-profit organisation is involved, the agreement shall also be signed by the legally responsible person.

3. Within 15 days following the receipt by FRArt of the invoice established by the author as defined in article 20 and justifying the amount of the second advance, the balance of 10 % of the grants available will be paid.

In the absence of full justification for the second advance of 40 %, or in the absence of any justification, the balance of 10 % of the grants available will not be paid and the author undertakes to reimburse unjustified amounts to the FRArt.

Justification for this balance of 10 % shall be presented in the invoice reporting all expenditures incurred, and it must be sent by the 1<sup>st</sup> of March at the latest, the year following the 31<sup>st</sup> of December of the year that follows the granting decision for projects of a duration between 9 and 12 months and by the 1<sup>st</sup> of March at the latest, the year following the 31<sup>st</sup> of December of the second year that follows the granting decision for projects of a duration between 13 and 24 months.

#### Article 20

All expenditures must be accounted for by the author by providing accounting documents mentioning the nature and the date of the expenditure and the supplier. Supporting documents must be categorised, numbered, and reported in a summary table.

Invoices to be sent to the FRArt will include the summary table and a copy of the supporting documents. The originals must be at the disposal for potential external audit purpose for five years after the end of the project.

The FRArt shall reserve the right to require payment of the ineligible expenditures.

#### Article 21

In the event that the author remains in default of repayment of unjustified or ineligible costs, the FRArt reserves the right to resort to all the ways and means that it deems useful to undertake to recover the amounts not justified by the author.

#### Article 22

Any change of the research project (consequences on the research programme) and any change of more than 30% of one of the three expenditure items (personnel/operating/equipment) requires a prior written approval from the A/R organisation and the FRArt.

#### Article 23

Grants are exclusively allocated for the execution of the research programme approved by the FRArt. The author is required to use them solely for that purpose. Any fundamental change in the on-going PDR-FRArt must obtain the prior written approval of the F.R.S.-FNRS.

## **CHAPTER VI: REPORT AND DIFFUSION**

#### Article 24

In the mid-term of the research programme the author commits to presenting a mid-term report about the research to the FRArt and the A/R organisation.

This mid-term report of between 1,000 and 3,000 words should include:

1. A report of the progress of the research: actions already started relating to the plan, potential modifications, consequences;

2. Possible schedule updates and their justification;
3. Public presentation means considered for the diffusion of the research.

The report is due prior to the payment of the second advance. It is examined by the CAI, who produces a justified opinion. In case of an unfavourable opinion, the mid-term report is transmitted to the ESA, facilitator of the project, in charge of contacting the author in order to amend the mid-term report.

The payment of the second advance is determined by a favourable opinion that has to be ratified by the Board of Trustees of the FRArt.

Should the ESA, the CAI or the main author notice a major problem, the file is transmitted to the Board of Trustees of the FRArt for discussion.

#### Article 25

The author commits to releasing the results of the research to the public.

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## **APPENDIX 1**

Higher Schools of Art (ESA) of the Wallonia-Brussels Federation in Belgium

PDR-FRArt Instrument

Écoles Supérieures des Arts (ESA) de la Fédération Wallonie-Bruxelles / Higher Schools of Art (ESA) of the Wallonia-Brussels Federation in Belgium

**PDR-FRArt Instrument**

<p><b>Porteur du projet /</b> <i>Facilitator</i></p>	<ul style="list-style-type: none"><li>➤ Académie des Beaux-Arts de la Ville de Tournai (ACT)</li><li>➤ Académie royale des Beaux-Arts de la Ville de Bruxelles - École supérieure des Arts (ARBA-ESA)</li><li>➤ Arts<sup>2</sup></li><li>➤ Conservatoire royal de Bruxelles (CRB)</li><li>➤ Conservatoire royal de Liège (CRLg)</li><li>➤ École nationale supérieure des Arts visuels de La Cambre (La Cambre)</li><li>➤ École supérieure des Arts du Cirque (ESAC)</li><li>➤ École supérieure des Arts – École de Recherche graphique (ERG)</li><li>➤ École supérieure des Arts Institut Saint-Luc à Tournai (St-Luc Tournai)</li><li>➤ École supérieure des Arts Saint-Luc de Bruxelles (St-Luc Bruxelles)</li><li>➤ École supérieure des Arts Saint-Luc de Liège (St-Luc Liège)</li><li>➤ École supérieure des Arts de la Ville de Liège - Académie Royale des Beaux - Arts de Liège (ÉSAVL-ARBAL)</li><li>➤ École supérieure des Arts de l'image "Le 75" (ESA Le 75)</li><li>➤ Institut des Arts de Diffusion (IAD)</li><li>➤ Institut national supérieur des Arts du Spectacle et des Techniques de Diffusion (INSAS)</li><li>➤ Institut supérieur de Musique et de Pédagogie (IMEP)</li></ul>
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