



COMMISSION DE
L'OcéAN INDIEN

AléVini

Indianoceanía's Mobility Fund¹

Guidelines - Individual



Within the framework of the Cultural and Creative Industries Regional Development project funded by Agence française de développement.



¹ This fund's design is based upon *On the move*, the report submitted by the cultural mobility information network, following the online consultation on mobility needs in the Indian Ocean.

Launch date of the call for applications: September 15, 2023

Deadline for submission: November 15, 2023

Provisional dates for announcement of results: December 15, 2023

Mobility period: January to June 2024



Online information sessions

Microsoft Teams

- Comoros Union: Wednesday, October 4, 2023, 9 am to 11 am (Comoros Time, GMT+3)
- Madagascar: Wednesday, October 4, 2023, 2 pm to 4 pm (Madagascar, GMT+3)
- Mauritius: Thursday, October 5, 2023, 9 am to 10 am (Mauritius Time, GMT+4)
- Mozambique: Thursday, October 5, 2023, 11.30 am to 1.30 pm (Mozambique Time, GMT+2)
- Seychelles: Friday, October 6, 2023, 10 am to noon (Seychelles Time, GMT+4)

The project

The Indian Ocean Commission (IOC) is an intergovernmental organisation regrouping five member States: the Comoros Union, France on behalf of La Réunion, Madagascar, Mauritius and Seychelles. Only African regional organisation made up exclusively of islands, it supports its member States specificities on the continental and international stages.

Agence française de développement (AFD, French Development Agency) contributes to implement France's development and international solidarity policies. The teams are involved in more than 4,000 projects and 115 countries in areas of public interest: the climate, gender equality, biodiversity, peace, education or health which are all sectors in which AFD is involved in partnership with the IOC.

The IOC and AFD signed in February 2022 a financing agreement worth 5.1 million euros, over five years, for a regional project developing cultural and creative industries in the Indian Ocean region. The project beneficiaries are the IOC Member States (Comoros Union, Madagascar, Mauritius, and Seychelles) and Mozambique. La Réunion – which is not a direct beneficiary of the project – is included in its scope of intervention.

By targeting cultural players and creative sectors, the project will also contribute to boost cultural and creative industries, which are likely to act as important levers for socio-economic development, both locally and regionally.

Regional mobility fund's overall objective

Within the framework of the CCI project, the IOC is setting up *AléVini*, a mobility fund for Indianoceanian artists and operators in the region.

This scheme aims to support different mobility models, based on the needs of the artists and culture professionals involved.

- **Exploration mobility** (to connect with another context, come to know potential partners better, etc.)
- **Networking mobility** (per example as part of a festival, trade fair, etc.)
- **Mobility for creation** (as part of an Artists in Residence initiative)
- **Skills development mobility** (to take part in a workshops, training courses outside the university field, etc.)

This first round of mobility support will from the outset help support artists' and cultural operators' circulation. The amounts of aid awarded will vary between 500 and 3,000 euros.

An annual call for applications (2024-2025) will be launched for mobility until December 2026.

1. Eligibility criteria

1.1. Who this call for proposal is aimed at ?

The AléVini fund is aimed at cultural entities and professionals working in the Indian Ocean region in one of the following sectors:

- Visual arts;
- Performing arts;
- Music;
- Audiovisual/Cinematography;
- Literature and publishing;
- Architecture and design;
- Digital arts;
- Multidisciplinary.

Applicants' countries of origin: Comoros Union, Madagascar, Mauritius, Seychelles and Mozambique.

Destination countries towards mobilities :

Comoros Union, Madagascar, Mauritius, Seychelles, Mozambique, La Réunion
Countries outside the Indian Ocean region.

Priority will be given to mobility towards countries in the Indian Ocean Region.

Mobility's duration:

- Short: 3 to 5 days
- Average: 5 to 10 days
- Long: 10 to 20 days

1.2. Who can apply?

The application is open to:

(a) Individuals (artists and culture professionals) hailing from one of the following countries: Comoros Union, Madagascar, Mauritius, Seychelles and Mozambique, or legally residing therein.

- Priority shall be given to **women applications**, particularly in relation to issues that may hinder their mobility (parenthood, the right to travel alone, Internet access, safety, etc.)
- Particular attention is paid to **mobility projects enhancing women's and vulnerable groups' participation, inclusion, and economic empowerment as well as projects aimed at preventing gender-based violence.**

In the case of applicants with disabilities, specific monitoring shall be set up after the selection to adapt the mobility aid.

(b) Entities (festivals, associations, collective platforms, groups, places of residence, etc.) legally registered in one of the target countries – Comoros Union, Madagascar, Mauritius, Seychelles and Mozambique.

For candidates wishing to apply as an Entity, please refer to the link here below:

[Guidelines – Entity](#)

1.3. What are the conditions for supporting individual mobility

Country of origin: Comoros Union, Madagascar, Mauritius, Seychelles and Mozambique

Destination countries :

Comoros Union, Madagascar, Mauritius, Seychelles, Mozambique, La Réunion
 Countries outside the Indian Ocean region (in exceptional cases).

Eligible period: Mobilities must take place between **January 2 and June 30, 2024**

Discipline: Visual arts, Performing arts, Music, Audiovisual/Cinematography, Literature and publishing, Architecture and design, Digital arts, Multidisciplinary.

Mobility's type: Physical (not virtual or hybrid)

| Type of Assistance | Eligible | Non-eligible |
|--|---|--|
| Help with travel | Air Transport Rail, Sea and Land Transport (interregional) | Transportation within the same city. Hiring a car |
| Financial assistance for on-site costs | Per Diem Accommodation Food and Drink Simcard and Connectivity Airport Transfer | Telephone credit |
| Bonus - Visa | Visa fees Travel Insurance Accompanied luggage PCR Test | Middle-service |
| Bonus – Assistance for specific needs | Family care Person living with a disability (PLWD) | |

Amount of the mobility award: Flat rate based on the application as detailed in Section 2.

One Entity / one Mobility project / one Destination: Individuals can submit only one application per award round and cannot be part of an application submitted by entities.

2. Mobility's assistance type and calculation mode

2.1. Travel assistance

| Type of journey | Mode |
|--|---|
| Air travel, Economy class | Booked and directly settled by IOC |
| Land, rail and sea transport (interregional) | Paid to the individual upon presentation of a proforma invoice. s |

No air ticket shall be issued without prior visa issuance (if applicable)

2.2. Financial assistance for local expenses

For trips entailing overnight stays outside the country of origin and residence, the per diem rates below will apply. Per diems cover accommodation, meals, airport transfers and miscellaneous expenses.

In the event that the individual does not hold a bank account authorising international transaction, financial assistance for local expenses will be paid directly to the host organisation in the country of destination.

| Country of destination | Maximum rate |
|------------------------|----------------------------------|
| Comoros Union | 194 € |
| La Réunion (France) | 245 € |
| Madagascar | 189 € |
| Mauritius | 203 € |
| Seychelles | 285 € |
| Mozambique | 226 € |
| Non-Indian Ocean | To be determined |

Transfers will be done in local currency at the bank's daily rate. Bank charges will be covered by the IOC and no administrative cost will be covered.

If the individual does not hold a bank account, the applicant, upon submitting her/his mobility project, must provide proof of the organisation's commitment to pay her/his expenses. The structure will need to provide supporting documents after payment, failing which it will have to refund the expenses incurred.

If certain parts of the per diem are already covered, they will be deducted from the per diem according to the corresponding percentage:

| If covered | |
|---------------|-------|
| Accommodation | - 40% |
| Breakfast | - 10% |
| Lunch | - 12% |
| Dinner | - 12% |
| Full Board | - 74% |

2.3. Bonus – Visa

| Country of destination | Taux appliqué |
|------------------------|------------------|
| La Réunion (France) | 80 € |
| Mozambique | 50 € |
| Non-Indian Ocean | To be determined |

2.4. Bonus – Assistance for specific needs

| Type of specific needs | Applied rate |
|--|---------------|
| Family responsibilities, security | 50 € |
| Person living with a disability (PLWD) | To be defined |

3. Application documents

3.1. How to apply?

Prior to submitting an application, candidates are invited to:

- Be familiar with the present call for proposals
- Identify the need for mobility during the specified period (January to June 2024)
- Prepare their mobility project.

Applications must be submitted online via the IOC platform accessible through the link herebelow:

[Submitting an application](#)

In order to submit an application, each entity must:

- Fill in the application form as an entity (Annex 1);
- Complete and sign the Declaration of Integrity, Eligibility and Environmental and Social Responsibility (Annex 2);
- Complete and sign the Gender Commitment Letter (Annex 3) ;
- Attach all the supplementary documents listed herebelow:

| Documents' list | Mandatory |
|--|-----------|
| Evidence of nationality | |
| Valid passport ² <i>(A less than 10 Mb PDF file)</i> | YES |
| Evidence of address (if applicant lives outside her/his country of origin) | |
| Residence permit, lease for accommodation, card for relocated artist/in exile, etc. <i>(A less than 10 Mb PDF file)</i> | YES |
| Artistic or professional occupation in the cultural sector | |
| 1 CV (two pages, maximum) including links with an artistic portfolio or a document giving evidence of the person's work. <i>(A less than 10 Mb PDF file)</i> | YES |
| Evidence of the mobility project | |
| <ul style="list-style-type: none"> • Signed invitation letter from the structure, stating the purpose and details of the mobility project and the funding offered (if applicable); undertaking to pay on-site expenses (if applicable) • Main point of contact for mobility in the country of destination • Program and/or names of people to meet. <i>(A less than 25 Mb PDF file)</i> | YES |

² L'individu devra s'assurer que son passeport est valide au moins 6 mois après la date retour de son projet de mobilité

| Bonus - Visa | |
|--|-----|
| Evidence that explains the need of obtaining a visa (and cost): Internet link to an official website, pdf document attesting to this need, etc. | YES |
| Bonus – Specific needs | |
| Evidence of the mobility impaired person’s disability or document certifying the dependence of a child under the age of 10. <i>(A less than 10 Mb PDF file)</i> | YES |

All documents drafted in Portuguese must be submitted alongside a free translation in English or in French. Any untranslated document will be considered ineligible and will lead to the application’s elimination at the technical evaluation’s stage.

3.2. When to apply?

Applications must be submitted in French or English, before **Wednesday, November 15, 2023** on the platform dedicated to this purpose:

[Submitting an application](#)

Any application sent directly by email will be considered ineligible.

In order to answer the various questions, country-specific information sessions will be held online, according to the schedule herebelow :

- Comoros Union: Wednesday, October 4, 2023, 9 am to 11 am (Comoros Time, GMT+3)
- Madagascar: Wednesday, October 4, 2023, 2 pm to 4 pm (Madagascar, GMT+3)
- Mauritius: Thursday, October 5, 2023, 9 am to 10 am (Mauritius Time, GMT+4)
- Mozambique: Thursday, October 5, 2023, 11.30 am to 1.30 pm (Mozambique Time, GMT+2)
- Seychelles: Friday, October 6, 2023, 10 am to noon (Seychelles Time, GMT+4)

Any request for clarification and further information concerning the guidelines may also be sent in writing to the following address before **Tuesday, October 31, 2023**: culture@coi-ioc.org

A FAQ platform can also be consulted online on the IOC’s website [Frequently Asked Questions](#)

4. Selection of applications

4.1. Selection process and criteria

Stage 1: Technical assessment

The IOC will carry out a technical check to ensure that applications are complete and comply with the eligibility criteria (country of origin, type of mobility, etc.)

Stage 2: Jury evaluation

All applications will be examined by a selection panel made up of member of the ICC team and the IOC according to the following criteria :

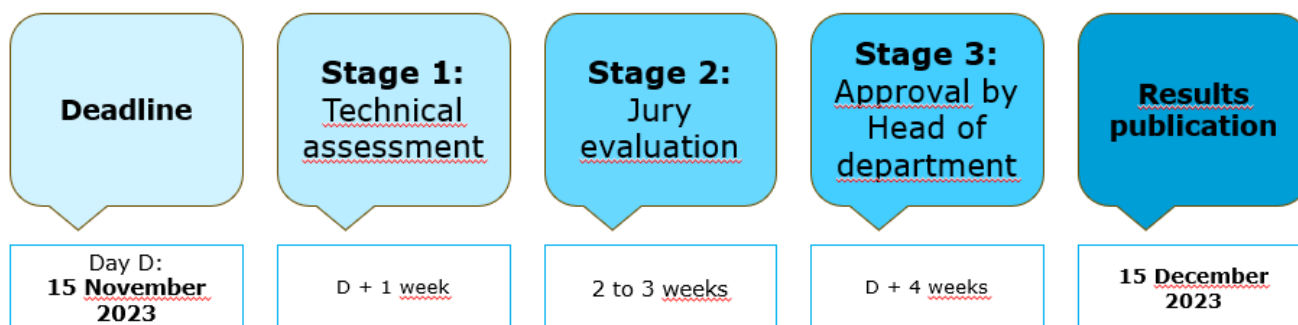
| Scoring Criteria | Marks |
|---|------------|
| Project's relevance <i>To which extent does the mobility project meet the scheme's objectives (creation / networking / exploration / skills' development)?</i> | 20 |
| Mobility's relevance <i>To which extent is this mobility relevant in the context of the Indian Ocean Region?</i> | 20 |
| Quality of the mobility project <i>Does the mobility seem well enough prepared?</i> | 20 |
| Impacts of the mobility project <i>Are the impacts clearly stated for the entity and for the people invited?</i> | 15 |
| Impact of the project on gender equality <i>How does the project contribute to reducing gender inequalities in the CCI sector?</i> | 05 |
| Bonus <i>These marks will be awarded to entities run by women or working to protect the rights of vulnerable groups.</i> | 05 |
| TOTAL | 100 |

Stage 3: Validation by the Head of department

Applications selected by the jury will be validated by the IOC's head of department "Education & Training, Culture, Health, Gender and Entrepreneurship", depending on the budget available for this first award round.

Stage 4: Result's publication

The first attribution round results will be published on the IOC website and its social networks. There is no possibility of appeal; the decision is final.



4.2. Steps further to selection

4.2.1. Non-selected applications

- Non-selected applicants may apply again, in the next allocation round, scheduled for April 2024.
- During the three award rounds (2023 to 2025), a person may receive mobility support – under the individual mobility application – only once
- A person may receive support under individual support and support via a host entity (in two different rounds).

Any request for clarifications concerning the application form can be sent by mail to culture@coi-oc.org.

4.2.2. Selected application

- Selected applicants will be notified by email ;
- The notification letter will include the type of aid and the amount awarded, as well as the purpose of the mobility, in accordance with the application file;
- Until the signature of the award contract, the notification letter will stand as the IOC's commitment towards the beneficiary entity.

5. Contractualisation

Each beneficiary entity will receive a contract proposal setting out all the conditions governing the mobility as well as the related financial conditions, in accordance with Annex 4.

5.1. Changes to the mobility project

Any change to the mobility project must be notified to the IOC for approval.

Only the following changes shall be authorised:

- Change to the mobility date within the award round (January 2 to June 30, 2024) and without exceeding the total duration granted;

Not authorised, even without any financial impact:

- Change of destination ;
- Increase or decrease in the number of people;
- Increase or decrease in the number of days;
- Changes to the airway ticket.

In the event of cancellation of the activity, the beneficiary entity must:

- Refund the air ticket (if applicable);
- Refund the financial advance for on-site expenses;
- Refund special needs assistance.

No change to the amount granted will be authorised, except in the force majeure cases mentioned below:

- New national restrictions upon freedom of movement linked to COVID-19 or other health crises (or in the event of infection) ;
- War/Major political crisis;
- Natural disaster;
- Unexpected family obligations (pregnancy, death, serious illness).

Within this framework, changes may be considered for exceptional circumstances, subject to the approval of the IOC for the cases below:

- Mobility has begun and force majeure intervenes. The person can continue to benefit from his/her mobility assistance and, in the event of an early return, continue the mobility project virtually.
- If the mobility project has not started, the person or the inviting structure (entity) can attempt to postpone the visit to the mobility destination country.
- If the situation remains complex within the planned mobility round, mobility within rounds 2

and 3 may be considered.

- If the situation remains impracticable for a move between now and 2025, mobility may be considered in another country.

5.2. Finalisation of the mobility project and report

5.2.1. Payments

Depending on the assistance approved, beneficiaries shall receive:

- 80% of travel costs (excluding air travel, paid directly by the IOC), upon the contract's signature;
- 80% of financial assistance for expenses incurred on-site, once arrived at destination;
- 80% of visa costs, upon contract's signature;
- 80% of special needs aid, upon contract's signature;
- The remaining 20%, regardless of the type of aid, will be paid once the final report has been submitted, within 21 days of the end of the mobility period.

If the activity report has not been submitted within three weeks of the date of return to the country of residence, the IOC will request refund of the full amount of the mobility grant³.

Payment will be made after validation of the report by the IOC and verification of the following documents according to the type of assistance.

| Type of Assistance | Supporting documents |
|--|---|
| Travel assistance | Land, Rail and Sea transport: Ticket + invoice |
| Financial assistance for on-site costs | Per diem: Receipt/statement of payment duly signed by the beneficiary. Internet connection: Simcard invoice + Internet PACKAGE |
| Bonus - Visa | Visa receipt and scan |

5.2.2. Advertising and communication

The beneficiary must ensure the visibility of the Indian Ocean Region Mobility Assistance Fund "AléVini" by mentioning the support of the IOC-ICC project and posting the IOC-AFD logos in any publications on social networks.

The beneficiary is invited to provide the communication material produced during the mobility project.

CONTACT



Projet régional Développement des industries culturelles et créatives (ICC) en Indianocéanie

Blue Tower, 3^{ème} étage, rue de l'Institut
Ebène | Maurice
T. : (+230) 402 61 00
culture@coi-loc.org
commissionoceanindien.org

Suivez-nous :



³ Any breach of contractual obligations may result in legal action and automatic ineligibility for other CCI project activities.