

Rules of the Visegrad Artists Residency Program

Under Articles 1 and 2 of the Statute of the International Visegrad Fund (hereinafter the “Fund”) the Conference of Ministers is issuing these conditions to determine the Rules of Visegrad Artist Residency Program.

I. General Conditions

The Visegrad Artists Residency Program (VARP) is a program of the Fund created for the purpose of facilitating artistic exchanges by providing financial support to artists working in the following disciplines:

- Visual and Sound Arts (VARP–VSA): visual arts (painting, sculpture, engraving, photography, drawing, illustration, mixed techniques, installations, including textile art and architecture), design (fashion, costume, jewelry, ceramics and furniture design, visual communication), music/sound (interpretation, sound installation, sound performance, composition) and video/film/new media/mixed media (including video installation);
- Performing Arts (VARP–PA): new drama, contemporary dance, new circus, physical theatre, visual theater, alternative theater;
- Visual Arts in New York (VARP–US): painting, sculpture, engraving, photography, drawing, illustration, mixed techniques, installations, including textile art and architecture, design (fashion, costume, jewelry, ceramics and furniture design, visual communication);
- Literary Art (VLRP): written literature (novels, poetry, short stories, tales, youth literature and hypermedia literary works, essays, fiction, non-fiction), literary criticism, literary translation, journalism.

Visegrad Artists Residencies are artistic projects, duly submitted and described in the VARP Application by individuals or groups of individuals (where applicable), who fulfill eligibility criteria and who were selected in line with the selection procedure under these Rules.

Length of a residency varies according to the type of VARP:

- Visual and Sound Arts: 2 months;
- Performing Arts: 1 month;
- Visual Arts in New York: 2 months;
- Literary Art: a 6-week residency (Compact Spring Edition) or a 3-month residency (Regular Autumn Edition)

The residency period can be divided into two parts based on the artists’ individual requests. Such division requires the Fund’s approval and must be implemented within the same calendar year.

II. Aims of the Program and Eligibility Criteria

The Fund desires to provide financial support to applicants who are citizens of the Visegrad countries: Czechia, Hungary, Poland, and Slovakia (hereinafter “V4”). Except for VARP–US, the residency project must be implemented in a Visegrad country other than that of the applicant's citizenship and/or permanent residence.

The Fund further desires to provide financial support to host institutions in Visegrad countries, as selected by winning VARP proposals. To enable VARP–US projects, the Fund also covers the costs of this non-V4 host institution.

VARP applicant shall receive financial support for no more than one residency project within one calendar year. Successful applicants can later re-apply for any category of VARP, however, each applicant can hold their residency only once in each V4 country. Applicants need to have all their previous VARP and scholarship projects finished and closed when re-applying.

Current employees of the International Visegrad Fund or any of the Host Institutions cannot apply for financial support within any of the VARP programs. Applicants who are former employees of any of the Host Institutions cannot apply within three years of terminating their employment.

II. Application Process and Selection Procedure

The Fund is responsible for the proper announcement of the VARP calls for applications. Deadline for submitting the application is published by the Fund on its website and social media. The online system shall open at least 1 month prior to the deadline.

Application is exclusively submitted via Fund’s online system before the given deadline, this applies to all residency programs. One applicant can apply to only one VARP program within one deadline. Parallel applications for VARP–VSA a VARP–US are the only exception.

Compulsory annexes to the application shall be uploaded to the online system and are as follows:

VARP–PA and VARP–VSA:

1. scan of ID or passport;
2. artistic portfolio (files or a link to an on-line portfolio);
3. residency project accepted by the host organization (acceptance letter)

VARP–US:

1. scan of ID or passport;
2. artistic portfolio (files or a link to an on-line portfolio);

VLRP:

1. scan of ID or passport;
2. samples of work

Each applicant may attach other documents, recommendations, etc. (in English), which she/he finds important for evaluating her/his application.

The Fund shall verify the data given in the application and request additional documentation from the applicant.

Every residency program will be evaluated by Selection Committee consisting of four members (one independent expert from each Member State covering different fields of the art represented by the applicants). Sessions of Selection Committees are coordinated and observed by the Fund.

Members of Selection Committee shall be selected by the Fund in consultation with the ministries of culture of the V4 countries each year from a pool of experts collected by the Fund. Experts shall be any time nominated into the pool of experts by the ministries of culture of the V4 countries, Host Organizations or former experts contracted by the Fund. The Fund shall review the nominated expert's qualifications before including them in the pool of experts.

Chairman of the selection committee shall be a representative of the country holding the Fund's presidency. The artists will be selected from among V4 citizens based on proportionality. Exceptionally, should there be a lack of eligible candidates from one country, or should the Selection Committee determine by consensus a lack of applications of standard quality, the Selection Committee can fill in the list by other top candidates candidates from other V4 countries. Selection Committee determines ranking of candidates based on consensus. Selection Committee recommends winning proposals as well as a reserve list. Representative of the Fund has the obligation to ensure that the Selection Committee holds up to the Rules.

The Council of Ambassadors, based upon the recommendation of the VARP Selection Committee, approves the list of selected artists together with the reserve list, which the Fund will use in case of VARP cancellations or any failure on the part of artist to sign the contract. This decision shall present no grounds for legal proceedings and require no detailed reasoning.

III. Financial and Legal Obligations

The Fund shall cover expert fees for the members of VARP Selection Committee, tied to annual budget of the Fund and number of the applications in the annual budget of the Fund. In the case of an in-person Selection Committee, the Fund shall cover transportation and accommodation costs for the committee members of the VARP from the budget of the Secretariat of the Fund.

Visual and Sound and Performing Arts Residencies:

The host organization is obliged to conclude a contract with the Fund to receive the payment. The host organization will receive the 1st installment representing 90% of the awarded lump sum and scholarship for artist(s) within 15 working days after the delivery of the Contract concluded between the Fund, the host, and the artists to the Fund's Secretariat. The host organization will receive the 2nd instalment representing 10% of the awarded lump sum and scholarship for artists (s) within 15 working days after the Final Reports written by the host organization and the artist are approved by the Fund. The host organization is responsible for payment of the scholarship to the artist.

In case the host organization is not entitled to disburse scholarships, scholarship shall be paid to the artist directly by the Fund and shall be expressly stipulated in the contract concluded among the Fund, the host organization, and the artist.

Both artist and host are obliged to submit to the Fund a final report summarizing the results of the residency project no later than thirty (30) days after the termination of the residency period.

Literary Residencies:

The program is implemented in cooperation with the Villa Decius Association from Poland as the Coordinator, which is in contractual relationship with the Fund. The lump sum for the Coordinator and for three other Host Institutions (CZ, SK, HU) is transferred to the Coordinator in one installment. The Coordinator will transfer lump sums for the three Host Institutions on the basis of their mutual Cooperation Contracts.

The Fund shall execute individual agreements with selected artists. Scholarship will be transferred to the artist's bank account in one installment in case of a six-week residency and two installments in case of a three-month residency. The first/single installment will be transferred at the beginning of the contractual period after the Fund receives the contract signed by both parties and a written confirmation about the arrival of artist at the Host Institution. Confirmation of arrival shall be issued by the Host Institution. In case of a three-month residency, the second installment will be transferred after completion of the first month of the residency project by the Literary Resident and after the Fund receives written confirmation of the realization of the residency project, issued by the Host Institution.

The artist is obliged to provide the Fund and the Host Institution with a final report and thorough documentation of the results of the Residency Project on the last day of the residency.

Visual Arts Residency in New York:

The Fund administers the VARP–US and enters a contractual relationship with the Host Organization in New York as well as legal relationship with artist. The artist's scholarship will be transferred to the bank account of the artist by the Fund no later than 10 days after concluding the Contract. The artist is obliged to deliver to the Fund a Final Report on the implementation of the residency (information about the activity and thorough documentation of the results of the residency of the artist) within thirty (30) days after the end of the residency.

General financial obligations

In case the artist fails to fulfill their duties towards their host organization, by own fault, or voluntarily terminates their residency, the artist shall return to the Fund the Scholarship in accordance with relevant provisions of the Contract concluded between the artist and the Fund.

Artists and Host Institutions shall acknowledge the Fund's support in all public releases and any presentation of outcomes from the Residency Project. The logo of the Fund is available at its website (www.visegradfund.org). The artist and the Host Institution shall spread and support the spirit of the Visegrad cooperation and the good reputation of the Fund during the whole period of the Residency Project.

These Rules shall enter into force on the day of their approval by the Council of Ambassadors.