



Rules & procedures of the call for research grants

Article 1: Purpose

The development of calls for artistic projects is an international phenomenon that is constantly growing. For 40 years, TAMAT (hereinafter referred to as the host organisation) has been providing guidance and support for emerging artists by offering artistic research grants. For 40 years, the museum has offered a creative space for a selection of artists from all disciplines who wish to develop a project within a cultural venue, test it and share it with the public. The principle is to temporarily grant, free of charge, a workshop space to artists in order to encourage the creation of their experimental artistic project by providing them with financial resources, an administrative and technical team and occasional accommodation. The grant ends with a collective exhibition and the publication of a catalogue.

Article 2: Type of application

Candidates may be selected on the basis of the following procedure:

Scholarship on the basis of a research project:

Provision of space for artistic research. This research programme is open to artists/authors from all disciplines. After selection on the basis of a file, the duration is 1 year, from January to December.

Article 3: Selection procedure for applications

All applications for residence must be sent by e-mail to info@tamat.be using the attached forms :

The file must include :

- the rules and procedures signed for approval (to be downloaded here)
- the application form (to be downloaded here)
- a complete and recent curriculum vitae
- a motivation letter with the artistic approach and the object of the research
- any visual or sound element that may help to better understand the work
- a budget projection note focusing on production and actual costs
- a list of previous grants (if applicable)

The selection committee meets in May to select the applications.

Applications must be submitted by 30 April at the latest for the May selection, with the decision being communicated to the grantees by 30 June respectively.

SELECTION CRITERIA :

A selection committee made up of experts from the field of culture, the TAMAT cultural council and museum players, agents of the Province and/or members of the Wallonia-Brussels Federation, will consult and choose the candidates according to the following criteria. A motivational interview may be organised following the pre-selection :

- the originality and artistic quality of the project
- the link with the host structure and its textile heritage

- the attention paid to crossings and interactions between the arts (interdisciplinary approach - transversality)
- interaction with the public (the grantee must participate in the mediation of his or her project and its promotion in conjunction with the team of the host structure)
- the spirit of openness, invention, innovation and the defence of freedom of expression.

Article 4: Goals of the grant

At the end of the 12 months devoted to research, the grantees undertake to present the results of the research carried out within the host structure, as a matter of priority and exclusively. The exhibition will be set up in the two weeks preceding the exhibition and in accordance with the opening hours of the host organisation's administrative services.

At the end of 6 months of research, the grantees are required to submit a file summarising the progress of their research and, at the end of 12 months, they are required to submit a summary file with photographic documents of the work carried out.

The host organisation reserves the right, at the end of the financial year, to suspend the last payment of the grant if the grantee has not fulfilled his or her obligations (submission of the summary file - timely removal of the works exhibited - release and restoration of the workshops and exhibition venues within the stipulated time limits).

At the end of the grant, the grantee will donate an element of his/her research. This will be added to the host institution's textile art collection.

Each grantee is required to make a personal commitment to develop an activity (animation, conference, workshop, etc.) taking place within the host organisation. It will be set up in collaboration with the museum's mediation service. This personal involvement will be added to the monthly programme of the host organisation and will offer more visibility to the grant holders.

Article 5: Means made available to the grantee by the host organisation

A. Premises provided free of charge

Description:

- Workshops on the top floor of TAMAT
- TAMAT open spaces
- At the end of the grant: an exhibition space

Occupancy conditions

- General obligation

The grantee undertakes to use the assets placed at his/her disposal "as a good family man" in accordance with the purpose described in this document. Once the premises have been made available, the grantee is required to return them in a condition that conforms to the inventory of fixtures and fittings. The grantee will be required to compensate the host organisation for any damage caused, except for damage due to dilapidation or force majeure.

The host organisation will bear the cost of major repairs and minor maintenance. However, the grantee is required to inform the host organisation of any damage noted within 24 hours so that it can take the necessary measures. Failing this, the damage may be attributed to the artist/author, who will have to bear the cost of repairs.

It is strictly forbidden for grantees to smoke in the workplaces (cf. Royal Decree concerning the prohibition of smoking in public premises) and in front of the museum building.

It is also forbidden to use in the workshops and in the exhibition rooms, thermal decapeurs, chemical or flammable materials and miscellaneous equipment that may produce open flames or sparks.

It is also reminded that, without prior information from the management and the artistic adviser concerned, it is forbidden to allow any person who is not part of the host structure to enter the research workshops (research workshops, premises where computer equipment is stored, storerooms, etc.).

b. Access

The infrastructure is only accessible during normal opening hours, Monday to Friday from 9:00 am to 5:00 pm. The day of attendance for all scholarship holders is Thursday. Each day of attendance is understood to be a full day. Any arrival after 12.30 p.m. will not be counted.

If the grantee wishes to access the premises outside these hours, the host organisation must give him/her formal agreement.

Beyond 4 Thursdays of absence, the Thursday following the absence will be deducted from the grant.

Between 10 July and 20 August, the workshops remain open. However, between these two dates, the presence of the scholarship holders on Thursdays is not compulsory.

The use of tools and machines in the basement workshop is forbidden to grantees.

Access to this workshop is only possible in the presence of the workers.

As TAMAT is occupied by other services and is accessible to the public, the grantee is obliged not to disturb the everyday running of the site.

c. Cleaning

The cleaning of the common areas and sanitary facilities will be carried out at the expense of the host organisation once a week. Any use of crockery or other utensils must be cleaned and tidied daily.

B. Staff, human resources, material resources and other resources

The host organisation will be able, within the limits of its budget and human resources, to provide the grantee with artistic and technical advice, and possibly technical and logistical assistance for the creation and development of projects. The grantee will also have access to the documentation centre and its collection as well as to the TAMAT restoration workshop, in the presence of the department heads.

The grantee undertakes to take care of the equipment, if applicable in the grant agreement, and not to make any modifications or repairs to this equipment without the prior agreement of the host organisation.

The condition of the equipment will be checked at the beginning and end of the grant period during the inventory of fixtures. The grantee may be required to compensate the host organisation for any damage found. The grantee undertakes to report any damage or malfunctioning as soon as possible.

C. Financial means

The host organisation grants the artist a grant of 500 euros/month, to be used mainly for artistic research. All expenses related to travel and catering are to be paid by the grantee.

D. Accommodation

No regular accommodation is provided by the host organisation.

However, the host organisation will organise two periods of residence for the grantees. Accommodation costs are the responsibility of the host organisation. A per diem will also be granted to the grantees during these periods.

E. Other

Research catalogue :

During its elaboration (last quarter), the grantees must scrupulously watch over the schedule which will be given to them in due time (handing in of texts, photos, ...) and must guarantee their presence.

Each grantee will receive 5 catalogues.

Postcards :

Each grantee will receive 20 copies of a postcard dedicated to his/her work.

Museum Pass :

Grantees will receive a card which offers them free admission to all the museums in Tournai during the current year.

Article 6: Insurance

The host organisation has taken out fire insurance, with waiver of recourse in favour of the occupant, to cover the premises provided, as well as civil liability insurance for its permanent staff.

The host organisation does not cover the grantee during his/her stay against the risk of bodily injury and civil liability except when participating in activities organised by the host organisation. Otherwise, the host organisation will be released from all liability.

The grantee is responsible for his/her personal belongings and the host organisation declines all responsibility. The fire insurance taken out by the host organisation does not cover the goods brought by the grantee.

At the specific request of the grantee, the host organisation may decide, subject to the agreement of the insurer, to include in its fire insurance policy his or her personal effects, including works of art, belonging to the artist, and the artist undertakes to provide a list and the value of these.

Article 7: Intellectual property rights - Communication

The grantee expressly assigns to the host organisation the economic rights he or she owns to the works he or she has created, alone or in a group, in whole or in part, as part of his or her research carried out in whole or in part thanks to the grant and/or carried out within the host organisation.

The economic rights assigned include the rights of reproduction, public communication, adaptation and derived rights, which are all assigned in their entirety.

The reproduction rights assigned include in particular the right to reproduce the works on all media, tangible and intangible, in all formats, in all sizes, known or unknown to date and in particular reproductions made in all magazines, press kits, daily and weekly newspapers, books, catalogues, photos, posters, calendars, postcards, screen prints, textile products of all kinds, internet...

The right of public communication includes the right to :

- disseminate works by all technical means, known and unknown to date, with or without wires, cables, televisions, satellites, (electronic) networks and any other means of communication, both public and private, in public places (cinemas, theatres and concert halls) and private places, also by an organisation other than the original one;

- make the works and/or its reproductions, originals, duplicates or copies in circulation and available to the public;
- incorporate the works in a videogram and exploit them in any form whatsoever;
- communicate the works on all electronic networks.

This agreement does not entail any transfer of the moral rights of the grantor, in particular as regards authorship of the work and the integrity of the work.

The grantee is authorised to exhibit, reproduce and communicate to the public the works he has produced in the context of his research, expressly mentioning that the work has been produced in partnership with TAMAT - Tournai and the support of the research scholarship and mentioning the date of the research, as follows:

"Work carried out during R (+ the year) at TAMAT thanks to the research grant awarded by the Visual Arts Service of the Wallonia-Brussels Federation".

It is desirable that the grantee informs the host organisation of any future exhibitions so that it can promote them.

The grantee will have the digital visuals at his disposal to reference the museum correctly.

The transfer of economic rights is granted to the host organisation free of charge.

Article 8: Processing of personal data

The host organisation complies with the legislation on personal data and in particular with "Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data" and with Belgian legislation on the subject.

Data controller : The data that you communicate to us by completing the application form and the artist's contract are processed by the host structure. These data are processed in the context of the follow-up of the application and the possible conclusion of a grant contract.

The data are kept:

- In case of selection: for 20 years after the conclusion of the contract.
- If you are not selected, your data will be deleted immediately.

In general, within the framework of the data processing carried out by the host organisation, you have the following rights:

- Access and rectification - You have the right to access your data and to have them rectified if necessary.
- Opposition - You may oppose the processing of your data by us on the basis of our legitimate interest.
- Withdrawing your consent - Where data is processed with your consent, you may withdraw your consent at any time, without calling into question past processing.
- Erasure - You may obtain the erasure of your data or the restriction of the processing under the conditions laid down in Articles 17 and 18 of the General Data Protection Regulation.
- Portability - You may obtain communication of the data you have provided in electronic format or their transmission to a third party under the conditions laid down in Article 20 of the General Data Protection Regulation.

TAMAT | Grant rules and procedures

The person responsible for processing your data (info@tamam.be) is at your disposal for any questions and, subject to proof of your identity, for any request relating to the rights set out above.

If you would like further information, or if you wish to lodge a complaint, you can contact the Data Protection Authority (Rue de la Presse, 35, 1000 BRUSSELS, telephone: +32 2 274 48 00 - contact@apd-gba.be).

Done at ,

Date:

Read and approved

(Signature)