

# SPECIAL PROJECTS AWARDS

## OVERVIEW

Special Projects aim to cultivate exceptional talents among students, staff, and alumni while connecting to the local and international arts and design scene.

The proposed art or design projects must have substantial content and make an impact locally or globally. They should reflect and raise the Academy's profile as one that is deeply engaged with arts and design practice and innovation, local and global issues, cultures, and heritage.

The Special Projects Awards (SPA) supports outstanding and passionate graduates and practitioners across the creative arts and design through special projects' collaborations. SPA seeks to promote deeper student-staff-alumni-industry engagement in innovative practices through collaborations.

## WHAT DO THE SPECIAL PROJECTS AWARDS SUPPORT?

SPA invites projects and activities from staff and alumni that respond to any of the following categories (included but not limited to):

### I. Competitions and Showcase

- Respond to a local or internationally acclaimed competition; or
- Local or international arts or design festival/event open call for showcase or performance

### II. Research and Innovation

- Create new knowledge through investigation and deep inquiry into creative practices and the creative arts landscape
- Address local or global needs, *e.g. sustainability, environmental issues*
- Instigate innovation and generate new insights

### III. Community and Place-making

- Engage communities meaningfully through arts and design
- Promote inclusivity and diversity
- Bring communities together and enrich the greater NAFA community

The award is capped at \$25,000 per project, covering the professional fees for personnel involved and material costs associated with the project. Proposals can be approved with full or partial funding depending on the scale and complexity of the project. Up to 3 projects will be awarded in a year.

## WHEN

Application is open all year round. Once approved, the implementation of the project could happen all year round, including the vacation periods.

## SPECIFICATIONS

### Roles and Responsibilities

The Special Projects Unit (SPU) of the Planning and Projects Office (PPO) administers the call for applications, interviews and approvals of proposals. Candidates will be reviewed by a selection panel composed of staff from SPU, Student Services Division (SSD) and the Academic Division.

### Eligibility

Staff, alumni and nominated students. Individual artists/designers or a collective of up to four artists may apply. The Primary Applicant will have to undertake responsibility on behalf of the collective.

### Alumni and staff must:

- demonstrate commitment and passion in their artistic/creative practice
- have a strong track record and excellent portfolio

Staff, alumni, or industry experts will spearhead the project, while students will be nominated based on the competencies and proficiency required for the project scope.

## APPLICATION PROCESS

### Application

Submit the application form along with the following to [spu@nafa.edu.sg](mailto:spu@nafa.edu.sg), indicating **“Application for Special Projects Awards”** as the subject line:

- Project Proposal
- Plans and Milestones
- Budget Form
- Artist / Designer Profile
- Curriculum Vitae with two supporting references
- Portfolio

The Application Form and all supporting materials should be sent as attachments, in PDF (.pdf) format. Please ensure that the total file size does not exceed 5MB. Alternatively, you may send a link to access the required documents or share a link to an online portfolio.

Application is open all year round. Please submit at least **three months before** the start date of the project. The following table illustrates an example:

For projects starting on	Apply by:	Notified by:
1 June 2021	1 March 2021, 23:59	15 May 2021

### Selection and Assessment

The selection panel will consider the applicant’s artistic strength, track record and the proposal.

Proposals will be evaluated with consideration given to the following:

- The project’s potential to enhance the professional development of the applicant and participants involved.
- The aesthetic, cultural or scholarly contribution of the project to the participants’ discipline, the Academy and community.
- The articulation of achievable goals, along with a realistic budget, timeline and work plan.
- SPU’s availability of funds

Applicants will be called for an interview by a selection panel composed of members from SPU, Student Services Division (for alumni applicants) and the Academic Division.

### Award

Proposals can be approved with full or partial funding, and applicants may need to address stipulations or corrections for the project to be approved. Participants are strongly encouraged to seek other funding sources to support the project.

Special Projects Unit (SPU) will work closely with the stakeholders of the project and check in regularly on the participants’ progress.

### Deliverables

- Successful applicants are required to produce a meaningful output to benefit the NAFA community and partners.
- Pre-determined milestone checkpoints indicated in the application form.
- A Post-Special Project Evaluation is to be submitted within a month of the project’s completion. All deliverables must be met to be considered for future applications.

If you have any queries, please email [spu@nafa.edu.sg](mailto:spu@nafa.edu.sg)

## FREQUENTLY ASKED QUESTIONS (FAQs)

Q. Are adjunct lecturers eligible for SPA?

A. Yes, all staff including part-time lecturers are welcome to apply.

Q. What is the difference between Special Projects and Collaborative Projects offered by Interdisciplinary Studies and Academic Enhancement Unit (IAE), Office of Academic Affairs (OAA)?

A. Special Projects are of a larger scale compared to Collaborative Projects, and the following table illustrates the other differences.

	<b>Collaborative Projects (OAA)</b>	<b>Special Projects (SPU)</b>
<b>Stakeholders</b>	Students, full-time faculty staff and alumni, and/or industry partners	Full-time and part-time staff, alumni and/or students, and/or industry partners
<b>Grant amount</b>	Capped at \$5,000	Capped at \$25,000

Q. Am I allowed to receive funding from other funding bodies for the same proposed project for SPA?

A. Yes, you may. Applicants are strongly encouraged to seek funding from other sources. You should indicate in the budget form if you have applied or have plans to apply for grants from other funding bodies.

Q. Can I apply for Special Projects Awards and Studio Residency Programme @NAFA for the same project?

A. You may apply for both; however, the selection panel will assess which is the most suitable scheme for the proposed project.

Q. Is it a must to involve students in the project?

A. You are strongly encouraged to involve students or recent graduates in the project. You may indicate in the application form the list of potential students if you know of any. Alternatively, SPU will work with the Academic Division and Students Services Division to identify suitable candidates based on the competencies and proficiency required for the project scope.

Q. Is there a penalty if I did not meet the deliverables?

A. Disbursement of funds will be delayed if you did not meet the deliverables for pre-determined milestones; you should inform SPU as early as possible should there be any changes to the timeline and deliverables, and with valid reason. SPU reserves the right to terminate the SPA, discontinue any reimbursement, and/or recover any funds reimbursed, should any of the following occur:

- Proposed project is changed significantly without prior written approval from SPU, PPO;
- Successful applicant is not able to deliver the proposed project;
- Any major misconduct, dishonest practices, misbehaviour prejudicial to the good name and order of the Academy or a severe breach of terms and conditions stated in the Letter of Award agreed upon by successful applicant and NAFA.

Q. What happens if the project overrun?

A. Time extension for projects may be granted depending on the reasons. Any request for time extension must be communicated to SPU at least three weeks before the project completion date. Failure to do so may result in discontinuation of reimbursement, and/or recover any funds reimbursed.

Q. Can I apply for the SPA more than once?

A. Yes, your application will be assessed and reviewed by the selection panel based on the assessment criteria.

Q. I am an NTDP student, am I allowed to receive both NTDP awards and Special Project Awards (SPA) for the same project?

A. No. Applicants for SPA is only open to staff and alumni, while students are being nominated for the project based on competencies and proficiency required for the project scope. You may apply for Student-Led Project or Collaborative Projects offered by Interdisciplinary Studies and Academic Enhancement Unit (IAE), Office of Academic Affairs.

### **For NAFA Full-time Staff**

Q. I am a NAFA administrative staff with an artistic practice. Am I eligible to apply for SPA?

A. Yes, the programme is open to administrative staff as well.

Q. As a NAFA staff, do I have to seek my RO's permission before applying for the SPA?

A. Yes, please seek your RO's approval before application.

Q. Can I work on the project during working hours?

A. Please seek your RO's approval, teaching or other assigned responsibilities should be prioritised.

Q. Can I apply for sabbatical leave or distributed sabbatical leave to do Special Projects?

A. Please discuss with your RO and seek the relevant approvals.

Q. Can participation in Special Projects be considered as part of my professional development?

A. Yes, your participation in Special Projects can be recorded under Research and Professional Practice/Development in the performance appraisal.

Q. Can I include my professional fees as an artist/designer in the proposed budget?

A. No, the awards only support the creation and fabrication of the work.