



Union Internationale de la Marionnette

Commission for **Cooperation**

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<http://www.unima.org/uniE1455.htm>

Necessary Information for applicants

A : TYPES OF PROJECTS SUPPORTED

1) INTERNATIONAL HELP IN in case of EMERGENCY

- Disasters affecting individual puppeteers or a national centre that calls for immediate action.
- A national UNIMA Centre threatened with closure if immediate action is not taken

2) SPECIFIC PROJECTS OR PARTNERSHIPS

- The project must be a concrete activity which will significantly develop the art form of puppetry in the given region.
- The project should involve an international collaboration.
- The applicant must provide proof of the need for the project, explaining its long term objectives.

* The Commission does not support the creation or touring of performances.

B : INFORMATION TO BE INCLUDED IN THE APPLICATION

B.1) INFORMATIONS about the APPLICANT:

- Date:
- Country:
- Name and address of the person to be contacted:
- E-mail and telephone numbers; website if any:

B.2) INFORMATION about your National UNIMA Centre

- Is the Centre currently a national centre in good standing ? (with approved Statutes or Constitution, fees paid to international UNIMA ?)
- How many members does the Centre currently have?
- Do you have a governing Board or Committee? (President, etc.) If so, please give the names of the Board or Committee members.
- Do you meet as a UNIMA centre ? If so, how often ?
- Do you have a regular meeting place or office ? If so, give the address.

B.3) THE PROJECT PROPOSAL

- What is the name of the project ?
- What action do you need or want ?
- Who or what will be the recipient ?
- Why is the project important to you ?
- What are your qualifications for carrying out this project ?
- What will be the long-term benefits to puppetry ?

B.4) INVOLVEMENT OF THE COMMISSION

- Why do you need help from the UNIMA Commission for Cooperation ?
- For what length of time do you need this help ?
- If help is offered, what can you offer in return ?

B.5) OTHER SOURCES OF HELP

- Have you tried to realise this project yourselves? What happened ?
- Have you tried to find a partner or some other help? Can you tell us who? How did you go about it ?
- Who else may support or help you with this project, at a national and international level? What is your current relationship with these possible supporters ?

B.6) ACTION

- What steps are needed to carry out the project ? Make a list if possible.
- Has a project like this ever been done in your region before ?

B.7) FINANCE

- What is the estimated budget of the project ?
- What is your annual operating budget ?

B.8) ESTIMATED OUTCOME(S)

- Who will be directly affected by this project?
- Will the benefits of the project extend beyond your national frontiers ? If so, by what means do you expect to evaluate these benefits?
- How will you document the project: its process, implementation and final outcome ?

* **NOTE:** if approved, a **progress report on the project** must be received after six months of activity, after which the Commission reserves the right to give the go-ahead, or to cancel its support for the project if the progress is not satisfactory.

> The Commission for Cooperation reserves the right to approve or reject any proposal.