



CULTURAL CENTER OF THE INTER-AMERICAN DEVELOPMENT BANK

CULTURAL DEVELOPMENT PROGRAM

I. Characteristics and objectives:

The Cultural Development Program seeks to support small cultural projects that have a social impact in the Bank's member countries in Latin America and the Caribbean. The Program is an extension of the activities of the IDB Cultural Center, which works to enhance the Bank's leadership role in the countries' comprehensive development processes.

The objectives of the Program are to: recognize and stimulate the activities of cultural development centers; promote the restoration and preservation of historical cultural heritage; support the education of cultural facilitators and the development of artistic manifestations such as craft making, visual and plastic arts, music, dance, theater, literature, or any other area of cultural expression that benefits individual and community development; and support their sustainability.

The Cultural Center, in addition to proposing the regulations and guidelines for presenting projects, may evaluate the activities and suggest possible changes in their execution and/or administration, in order to make the best use of the funds.

The IDB Country Offices advertise the Program in the local cultural media, identify initiatives worthy of consideration to receive Program sponsorship and supervise the projects, and channel the resources, with the Cultural Center's approval.

II. Regulations:

The Program is subject to the following regulations:

- 1A.** The IDB Country Offices: Any project to be considered under the Program must be submitted through the IDB Country Office in the respective country where the activity is to be carried out. **The IDB Country Offices accept proposals from 1 October through 31 January of the year in which the funds will be awarded.** The IDB Country Offices conduct an initial evaluation of the projects and preselect those that best match the Program's parameters. Preselected projects are then reviewed by the Selection Committee of the IDB Cultural Center in Washington, D.C.
- 2A.** Proposal: Initiatives with financing needs ranging between US\$3,000 and US\$7,000 may be submitted. The proposal must meet the requirements set out in section III.
- 3A.** Counterpart and sustainability: The Program aims to support small cultural projects and promote their sustainability by collaborating with other entities and mobilizing other resources in each community. Accordingly, the project is required to have a counterpart of no less than half of the amount requested and an explanation of how those funds will contribute to the project's sustainability over the long term.
- 4A.** Based on the Program's available resources, the Cultural Center will select the projects to be funded. The funding allocated will expire at the end of each year and may not be carried over to the following year. At least two thirds of the project must be executed within the calendar year in which the funds are received.
- 5A.** Activities or production of materials that are, by nature, short-lived or repetitive, such as annual awards or honors or the exclusive production of books, CDs, videos, movies, etc., are not eligible for funding.
- 6A.** The Program supports cultural activities and may not be used to cover the salaries, administrative expenses, and/or food or similar items of the institution applying for the funds.
- 7A.** The originals of the proposals will not be returned, nor will receipt be acknowledged. Only one original should be sent.
- 8A.** The Selection Committee's decision will be announced at the end of May of each year.
- 9A.** When the selection process is over, the Cultural Center and the Country Offices will contact only those institutions whose proposals have been approved by the Selection Committee to receive funding.

- 10A. The sponsorship of the **Cultural Development Program of the Inter-American Development Bank's Cultural Center** must be specified on any material related to the approved project, whether printed, electronic, or digital, and the logo of the IDB Cultural Center is to be included.
- 11A. Every project executed must, within 30 days of completion, prepare a report for the Center on the contribution made to the local community. Justification of expenses, manuals and educational materials, as well as publicity produced, and photographic material should also be included.
- 12A. To give other entities the opportunity to obtain economic assistance, institutions may only receive financial support under the Program once.
- 13A. Standards of ethics prohibit any Bank employees and/or relatives from participating in this Program or serving in an advisory capacity on any project.
- 14A. The Cultural Center may decline to fund any proposal that, in its judgment, does not match the criteria necessary to justify implementation.

III. Proposal requirements:

The proposal must be submitted in writing and is not to exceed five pages. Proposals that are submitted electronically or that come with attachments such as videos, compact disks, diskettes, or any other material, will not be accepted. The proposal must comply with the following guidelines:

- 1B. Project title: Indicate the name of the activity to be carried out and the location of the project.
- 2B. Institution responsible for the project: Only legally registered non-profit institutions with a minimum of five years of experience in the cultural and artistic fields may apply. The institution must have a local bank account registered under its legal name. Specify the legal name of the institution or entity with legal capacity submitting the project, including mailing address, telephone, e-mail address, and Internet address.
- 3B. Person responsible for the project: Indicate the name of the person in charge of carrying out the project and his or her profession, mailing address, telephone, and e-mail address. This person will work with the Country Office to organize and implement the activity.

- 4B. Project description:**
 The Program selects projects following the model of "trainers of trainers" due to its positive multiplier effect.
 The Program selects institutions which in partnership with others, implement activities to promote the restoration and preservation of cultural heritage, the recovery of traditions and artistic development that benefit individual and communal development, and sustainability.
 1) Specify the activity to be carried out; 2) explain how it will benefit the local community; 3) describe the anticipated results.
- 5B. Project duration:** Indicate the activity's start date and the duration of the project. Include time table of the working plan or schedule of activities, by stages. The Program's grant will cover a maximum of six months of the project, which should run preferably from July to December of that year.
- 6B. Cost of the project and counterpart:** In the budget, provide details as to partial and total costs (in local currency and U.S. dollars) to be incurred by the project and by the counterpart. The counterpart may be provided by the same institution or other contributors. Indicate the amounts and the type of contributions (cash, services, materials) received by the project from any other participating institution and include the latter's name, mailing address, telephone and e-mail address. Refer to 2A & 3A in section II.
- 7B. Sustainability:** Indicate how the assistance requested from the Cultural Development Program supports the sustainability of the proposed initiative over the long term.

Note: Visit the list of projects previously sponsored by the Program at <http://www.iadb.org/cultural>

IV. Country Offices of the Inter-American Development Bank in the region:

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| <p>• ARGENTINA
 Calle Esmeralda 130, pisos 17, 18, 19, 20
 Buenos Aires
 Tel. 4320-1800
 Fax. 4320-1830</p> | <p>• BELIZE
 Belize Marina Towers
 1024 Newton Barracks
 Belize City
 Tel. 221-5300
 Fax. 221-5312</p> |
| <p>• BAHAMAS
 IDB House
 East Bay Street
 Nassau
 Tel. 396-7800
 Fax. 393-8430</p> | <p>• BOLIVIA
 Edificio "BISA", 5º piso
 Avda. 16 de Julio, N° 1628
 La Paz
 Tel. 2217-7700
 Fax. 2239-1089</p> |
| <p>• BARBADOS
 Mervue House
 Marine Gardens
 Hastings, Christ Church BB 14047
 Tel. 227-8546
 Fax. 429-8869</p> | <p>• BRAZIL
 Sector de Embaixadas Norte
 Quadra 802 Conjunto F
 Lote 39 - Asa Norte
 70.800-400 Brasilia, D.F.
 Tel. 3317-4200
 Fax. 3321-3112</p> |

• **CHILE**

Avda. Pedro de Valdivia 0193, 11º piso
Santiago
Tel. 431-3700
Fax. 431-3713

• **COLOMBIA**

Carrera 7a., No. 71-21, Edificio Bancafé
Torre B, Piso 19, Bogotá
Tel. 325-7000
Fax. 325-7050

• **COSTA RICA**

Centro Corporativo El Cedral
Edificio A, Piso 4, Escazú
San José
Tel. 2588-8700
Fax. 2288-7028

• **DOMINICAN REPUBLIC**

Avda. Winston Churchill esquina
calle Luis F. Thomen, piso 10, Torre BHD
Santo Domingo
Tel. 784-6400
Fax. 562-2607

• **ECUADOR**

Avda. 12 de Octubre 1830 y Cordero
Edificio World Trade Center - Torre II, piso 9
Quito
Tel. 299-6900
Fax. 299-6969

• **EL SALVADOR**

Edificio World Trade Center, Torre 1
Piso 4, 89 Avenida Norte y Calle
El Mirador
San Salvador
Tel. 2233-8900
Fax. 2233-8921

• **GUATEMALA**

3ª Avenida 13-78
Torre Citigroup, 10º Nivel
Zona 10 Guatemala
Tel. 2327-4300
Fax. 2379-9301

• **GUYANA**

47-High Street, Kingston
Georgetown
Tel. 225-7950
Fax. 225-7138

• **HAITI**

Banque Interaméricaine de
Développement
Tel. 2812-5000
Fax. 2812-5048
BIDHaiti@iadb.org

• **HONDURAS**

Colonia Lomas del Guijarro Sur
Primera Calle
Atrás Escuela Hostelería Los Sauces
Tegucigalpa
Tel. 290-3500
Fax. 239-5752

• **JAMAICA**

40-46 Knutsford Blvd., 6th floor
Kingston 5
Tel. 764-0815
Fax. 926-2898

• **MEXICO**

Avda. Paseo de la Reforma 222, Piso 11
Colonia Juárez
06600 México, D.F.
Tel. 55-9138-6200
Fax. 55-9138-6229

• **NICARAGUA**

Edificio BID
Boulevard Jean Paul Genie,
de la Rotonda 970 mts al Oeste (M/D)
Managua
Tel. 264-9080
Fax. 264-9143

• **PANAMA**

Avda. Samuel Lewis
Edificio HSBC, Piso 14
Panamá 5
Tel. 206-0900
Fax. 206-0999

• **PARAGUAY**

Quesada 4616 esquina Legión Civil
Extranjera
Asunción
Tel. 616-2000
Fax. 616-2269

• **PERU**

Calle Dean Valdivia 148, Piso 10
San Isidro, Lima 27
Tel. 215-7800
Fax. 442-3466

• **SURINAME**

Peter Brunneslaan 2-4
Paramaribo
Tel. 52-1201
Fax. 52-1229

• **TRINIDAD AND TOBAGO**

17 Alexandra Street, St. Clair
Port of Spain
Tel. 822-6400
Fax. 622-6047

• **URUGUAY**

Rincón 640 esquina
Bartolomé Mitre
Montevideo 11000
Tel. 915-4330
Fax. 915-4332

• **VENEZUELA**

Av. Venezuela, Torre Principal
Banco Bicentenario, Piso 3, El Rosal
Caracas 1060
Tel. 955-2900
Fax. 955-2999