Heritage of Future Past

Submission Form

Heritage Assets for the Inclusion of the Digital Heritage Collection

Guidance

1. Please complete the application form by ensuring all questions/ sections are answered.
2. Kindly ensure to provide clear and accurate information. All information will be taken into account for the evaluation.
3. We accept both handwritten and electronic documents.
4. Please submit the completed application form to vnarts@britishcouncil.org.vn

Section 1 – Contact Details

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact telephone address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact email address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For those applying as group, what's the name of your group/collective, and who are the members:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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Section 2 – Details about the Submission

1. *Please briefly explain the reason why you select and nominate this heritage asset*

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|  |

1. *Please provide two main contents including: (1) image – sound – video and (2) description - explanation. You can nominate more than one cultural heritage asset or practice. You can nominate as an individual, or nominate on behalf of a group or community.*

|  |  |
| --- | --- |
| Image – Sound – Video *(1. Photos or sketch pictures of the heritage assets or practice – in JPEG or PNG format; 2. Link to audio or video file).* | Description - Explanation*Briefly describe the object and its intended use or display. Please tell us more about the meaning or story behind hat outsiders may not know.**If it is a cultural heritage practice, please provide an explanation to help viewers understand the context, interesting information, or stories about local cultural heritage practices.* |
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1. *The Grant Package requested from the British Council*

**[ ]** 5,000,000 VND

**[ ]** 10,000,000 VND

**[ ]** 15,000,000 VND

*Complete the table below with your estimated cost breakdown, some cost item examples are provided – please adapt as much as you wish*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Cost item** | **Unit** | **Unit value** | **# of unit** | **Total** |
|  | Professional fee 1 | per day |  |  |  |
|  | Professional fee 2 | per day |  |  |  |
|  | Travel 1 | per trip |  |  |  |
|  | Travel 2 | per trip |  |  |  |
|  | Equipment 1 | per item |  |  |  |
|  | Equipment 2 | per item |  |  |  |
|  | Material 1 | per item |  |  |  |
|  | Material 2 | per item |  |  |  |
|  | Design Fee | per package |  |  |  |
|  | Etc. |  |  |  |  |
| **Total (VND)**  |  |  | **XXX** |

*\*Notes:*

*- Please make sure that all appliable taxes are included in the total amount.*

*- Please be advised that the British Council will require submission of supporting financial documents (such as quotations, receipts and VAT invoices) for expenses covered by the British Council’s financial contribution accordingly with relevant Vietnamese regulations.*

*- The grant package does not cover expenses related to the purchase of electronic equipment. We are able to support expenses related to accessories such as memory stick, film rolls,etc. This amount does not mean that we ‘buy’ the object or the digital capture of the object or practice you propose off you. This amount is compensation for the time and effort you would put into to ensure that the digital capture of the object/practice satisfies the technical requirements of the collection if it is selected.*

*- If your submission is selected for the collection, you will grant us the right to use the digital asset(s) produced from this submission, which means they will appear as part of this digital heritage collection, and we can promote them to the wider audience.*

 Data Protection and Consent

The British Council is the data controller of the information that you provide as part of your application to the Digital Arts Showcasing 2021. This means that the British Council is responsible for determining how your information is collected and used. The legal basis for collecting your data is that the processing is necessary for the performance of a contract – our agreement outlined in the Digital Arts Showcasing 2021.

The British Council complies with data protection law in the UK and laws in other countries that meet internationally accepted standards. You have the right to ask for a copy of the information we hold on you, and the right to ask us to correct any inaccuracies in that information. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator.

For detailed information, please refer to the privacy section of our website, [www.britishcouncil.org/privacy](http://www.britishcouncil.org/privacy) or contact your local [British Council office](https://www.britishcouncil.vn/). We will keep your information for ten years from the time of collection.

Data Protection and Consent:

**[ ]** Yes, I agree.

**[ ]** No.

Use of your contact details for other British Council activities.

The British Council would like to use the information you provide to send details of activities, services and events (including social events) which we think are of interest. To choose your contact preferences, please check any of the boxes below.

You do not have to select any of the options and if you do, you may unsubscribe from any option at any time. We will process your personal information based on this consent. You may unsubscribe by sending an email to vnarts@britishcouncil.org.vn

**[ ]** Email address you use for the Digital Arts Showcasing 2021

**[ ]** Mobile number you use for the Digital Arts Showcasing 2021

**[ ]** Use of your contact details for other British Council activities

FOR MORE INFORMATION

Arts and Creative Industries

vnarts@britishcouncil.org.vn