

31 July 2009

Dear colleague

### **Calling for Hosts for the 6<sup>th</sup> World Summit on Arts and Culture**

I am writing on behalf of the board of the International Federation of Arts Councils and Culture Agencies (IFACCA) to seek expressions of interest in hosting the 6<sup>th</sup> World Summits on Arts and Culture in 2013 or 2014.

The Canada Council hosted the first World Summit in December 2000. The National Arts Council of Singapore hosted the second Summit in November 2003 and Arts Council England the third Summit in June 2006. The fourth World Summit on Arts and Culture will be held in Johannesburg on 22-25 September 2009, hosted by the National Arts Council of South Africa. The host for the 5<sup>th</sup> World Summit, to be held in October 2011, will be announced on 25 September 2009.

The aim of the World Summit is to connect people and to promote networking. Each event has been extremely successful, bringing together key figures in government and the arts from up to 80 countries and attracting national and international media coverage. More information can be found at [www.ifacca.org](http://www.ifacca.org) or [www.artsummit.org](http://www.artsummit.org).

The process for inviting expressions of interest, developing and selecting a final proposal, and planning and implementing a World Summit requires a period of approximately three years. In order to prepare for the 6<sup>th</sup> World Summit in 2013 or 2014, IFACCA needs to commence the selection process now.

We therefore wish to outline the selection process and invite expressions of interest in hosting the Summit in 2013 or 2014.

The enclosed document describes the process for selecting the host for the Summit. The closing date for initial expressions of interest is **Friday, 12 February 2010**. Interested organisations will be invited to present to the IFACCA board at its meeting in October/November 2010. At that time they will be able to discuss their preliminary ideas before making a final submission in early 2011. The board aims to select the host in early 2011 in order to be able to make an announcement at the conclusion of the 5<sup>th</sup> World Summit in October 2011.

If you are interested in submitting an expression of interest in hosting a World Summit and would like to discuss your plans, please do not hesitate to contact me. You may also wish to consider attending the forthcoming World Summit in Johannesburg as an opportunity to experience the event first hand.

Yours sincerely

Sarah Gardner  
Executive Director

## **6<sup>th</sup> World Summit on Arts and Culture**

### **Guidelines for submitting Expressions of Interest**

#### **Background**

The World Summit on the Arts and Culture is intended to provide arts policymakers and others with an opportunity to discuss key issues affecting public support for the arts and creativity. Members and affiliates of IFACCA are invited to participate and the Summits are open to anyone with an interest in arts and cultural policy and the support of artistic creativity.

The first Summit was hosted by the Canada Council in December 2000, the second by the National Arts Council of Singapore in November 2003, the third was hosted by the Arts Council England in June 2006, and the fourth will be hosted by the National Arts Council of South Africa on 22-25 September 2009. The host for the 5<sup>th</sup> World Summit, to be held in October 2011, will be announced on 25 September 2009.

More information can be found at [www.ifacca.org](http://www.ifacca.org) and [www.artsummit.org](http://www.artsummit.org).

#### **Model for the 6<sup>th</sup> World Summit**

While we are open to all proposals, there are some broad expectations for future Summits:

- The Summit will be hosted by, or in close collaboration with, a national government arts funding body or ministry of culture.
- The event will be run over approximately three days and be attended by 200 to 500 delegates.
- IFACCA's General Assembly will be timed to coincide with the Summit.
- IFACCA's Secretariat will provide advice on the programming and organisation of the event and will assist in promoting it internationally.
- The costs of the event will be underwritten by the host with income generated from grants from government or private foundations, from sponsorship and from registration fees.
- While the main language of Summits is English, it is expected that the budget will allow for translation of marketing materials and proceedings into at least one other language.
- It is anticipated that the sixth Summit will occur in 2013 or 2014. The board is open to suggestions about which year, and the time of year, would be best suited for holding the event.

#### **Proposals**

Proposals to host the World Summit should clearly demonstrate:

- the ability to deliver a practical, results-oriented program that reflects a commitment to public support for the arts.
- a commitment to involving a broad range of individuals from all parts of the world.
- an awareness of the anticipated costs of the Summit, and the means by which those costs are to be met (such as registration fees, value-in-kind, and private and government support).
- agreement to work cooperatively with IFACCA's board and Secretariat in planning the event.

### **Selection Criteria**

The IFACCA board will use the following criteria to select the Summit host:

- quality of the proposed program, including suggestions for themes, speakers and auxiliary programming (artistic performances, receptions, tours).
- suitability of the city and venue proposed (ease and cost of air travel, ease of access from major airports, security, facility to arrange simultaneous translation, cost and quality of accommodation, communication facilities, climate, ease of obtaining entry visas etc).
- practicality of the budget proposed, the degree of financial support from the host government and other sources, and the extent of support for delegates from developing countries.
- experience of the host organisation in organising an event of this nature.

### **Selection Process Timeline**

July 2009	Call for expressions of interest
12 February 2010	Deadline for preliminary expressions of interest
Mar-Apr 2010	Board to discuss preliminary expressions of interest received
Jun-Jul 2010	Develop bids, budgets etc with potential hosts, advise board of progress
1 August 2010	Preliminary bids due for the 6 <sup>th</sup> WS in 2013/14
Oct-Nov 2010	Bidders to meet board – board to shortlist or decide host
December 2010	Deadline for final bid documentation
Mar-Apr 2011	Board to decide on next host (and possibly sign the MOU)
June 2011	MOU to be signed if not already
October 2011	Announce host of 6 <sup>th</sup> World Summit (at the conclusion of the 5 <sup>th</sup> World Summit)
2013 or 2014	6th World Summit takes place