

SINGAPORE CHINESE CULTURAL CENTRE

OPEN CALL: ARTS RESIDENCY HOUSING SCHEME

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About Singapore Chinese Cultural Centre (SCCC)

SCCC collaborates with arts and cultural groups and community partners to promote and develop local Chinese culture. By creating accessible and engaging content, we strive to nurture greater appreciation of our multi-cultural identity and sense of belonging.

Opened by our patron PM Lee Hsien Loong on 19 May 2017, our centre located in the heart of Singapore, encourages everyone to enjoy exhibitions, fairs, performances, seminars, talks, workshops, and other cultural activities throughout the year.

The main facilities of our centre comprise a 533-seat auditorium, a multi-purpose hall which can accommodate 550 people, a recital studio and a creative box space for 100 people. The roof garden offers panoramic views of the city, and the remaining spaces include offices and a 270-lot carpark.

For more information about these spaces, please go to: <https://www.singaporeccc.org.sg/> and take virtual tour at: <https://360virtualtourvenue.singaporeccc.org.sg/>

About SCCC's Arts Residency Housing Scheme

In 2018, SCCC launched its Arts Support Framework to support established and emerging arts groups with affordable administrative spaces.

From 2025 onwards, a new Arts Residency Housing Scheme (ARHS) will be introduced to encourage arts groups to base themselves at SCCC for capacity-building and capability development. During the residency period, arts groups will be provided with affordable administrative spaces, opportunities for professional mentorship/training, commissioning opportunities, and free use of SCCC's venues for presentation, training and rehearsal purposes (subject to venue availability).

At the end of the residency period, it is hoped that resident groups can **scale up their capabilities to achieve the next stage of their artistic development.**

Applying to the Arts Residency Housing Scheme

What you need to know?

1. Residency Period

The residency period will be for 3 + 3 years.

Resident groups can expect to receive opportunities to improve their capability development during the residency period. These may come in the form of mentorship, workshops, networking, or other initiatives.

Resident groups shall be subject to a yearly review during each residency cycle. At the end of each year, the groups shall present a production at SCCC. The annual presentation should be a public performance of some kind and serve as a benchmark to measure the group's development over the years.

After the first 3 years, if the resident group performs well and needs more time to develop their capabilities, it can apply for a final extension of 3 years. At the end of the second year of the first 3-year cycle, both SCCC and resident group shall reach a mutual agreement on whether to extend the residency for another 3 years.

2. Your organisational and artistic development objectives

Consider how the residency at SCCC will help your group to achieve its organisational and artistic objectives.

3. Open Call Briefing

You may opt to attend the non-compulsory briefing scheduled for Wednesday, 28 February 2024 (time: 3pm).

Registration for briefing is via email: vp@singaporeccc.org.sg

4. Read this Information Pack before submitting your proposal

This Pack contains information that may assist you in the submission of your application.

5. Application

ALL applications must be emailed or delivered to SCCC by the stipulated date and time. The document shall be marked on the top left-hand corner with:

**SCCC/OPS/2024/001
FRIDAY, 5 APRIL 2024, 2pm**

6. Late Application

Late submissions received past the closing time will be disqualified. We encourage you to plan for your submission in good time to avoid the risk of unforeseen delays.

7. Closing date

All submissions must be received by **Friday, 5 April 2024, 2pm**.

8. Results

The results of the open call will be released on or before **Friday, 28 June 2024 (projected)**.



Eligibility

Applications are open to all arts and cultural groups **with an interest in Chinese Singaporean culture.**

SCCC will accept applications from **not-for-profit organisations, Singapore-registered public companies limited by guarantee or societies registered with the Registry of Societies.**

Applicants must have **at least 3 years** of practice/ establishment.

SCCC shall assess the eligibility of each applicant and its decision will be final.

Assessment Criteria

The assessment criteria are as follows:

- i. 60%: Ability to achieve the proposed three-year workplan during the residency period.
- ii. 20%: Track record and portfolio of works.
- iii. 20%: Sound management capabilities, strong governance, and ability to make prompt payment of rental and properly upkeep its allocated space.

Available Residency Spaces

There are 5 spaces (ranging from 99 to 160 sqm each) available for application. Please note that the floor areas are indicative figures (see Annex A).

Applicants may choose one or more spaces, depending on their needs.

SCCC's residency spaces may be oversubscribed if there are more applicants than the spaces available.

Specifications for each space:

- Ceiling height is about 2,700mm
- All units come with 20mm thick 600 x 600 mineral grid ceiling with NRC (Noise Reduction Coefficient) rating of 0.15
- All units come with 1 no. 32A Single Phase Distribution Board
- All units come with 3 x 9W T8 LED with half mirror louvre reflector fitting
- Floor loading for office use: Live Load - 3.0 kN/m²
- Raised floor with bare finishes

Rental for each space

The fixed rental rate is **\$2.00psf** which includes maintenance (utilities, security, and general area cleaning), and refuse disposal.

Changes to rental rates are highly unlikely unless due to extraordinary circumstances (such as a global fuel crisis). Any changes shall be communicated to resident groups at least 3 months in advance.

The rental paid may be used to offset the venue hire rental of SCCC's performance venues for the resident group's performances at SCCC during residency period (if any).

Use of Space

The residency spaces are designed for administrative use. To maintain a conducive environment for all occupants, activities with loud sounds are not permitted unless the relevant resident group has installed the necessary sound insulation within its own space or made prior arrangements with fellow groups to minimise disturbances.

SCCC's spaces (where available) would be made available for resident groups' rehearsal and practice needs.

Application Procedure

Application Instructions

ALL applications must be emailed or delivered to SCCC by the stipulated date and time. The document shall be marked on the top left-hand corner with:

SCCC/OPS/2024/001
FRIDAY, 5 APRIL 2024, 2pm

Outcome of Application

Results of the open call will be released on or before Friday, 28 June 2024 (projected). Only successful applicants will be advised of the outcome of their applications in writing.

For planning purposes, successful applicants may assume occupancy of their units on or after Tue, 1 April 2025 (projected).

Confidentiality and Privacy of Personal Information

The privacy of all applicants will be respected, and personal information provided for this application will be treated with full confidentiality.

Contact Details

Please contact the following personnel if you have any queries in the preparation of your application:

Ms. Chee Hui Yi, Executive Officer (Operations, Venues & Partnership)

Ms. Jayne Lee, Assistant Manager (Operations, Venues & Partnership)

Mr. Anthony Goh, Assistant Director (Operations, Venues & Partnership and Production)

Operations Department
Singapore Chinese Cultural Centre
Tel: 6812-7222
Email: vp@singaporeccc.org.sg

Please provide the following information (Sections 1 - 7)

Section 1 – Contact Information

- Key personnel contact details.

Section 2 – Profile of Applying Organisation

- Vision & mission
- Brief description of nature of activities including how they relate to local Chinese culture
- Track record and portfolio
- Major achievements
- Organisational structure (eg: artistic director, general manager, advisor, board, etc)

Section 3 – Three-Year Workplan (pls answer all questions)

1. If the applicant had to name a role model, who would it be and why? (*note: it may be a person or organisation in Singapore/ overseas*)
2. What does the applicant hope to achieve in the next 3 to 6 years? Please provide year-by-year plans and outcomes.
3. Which areas do the applicant plan to focus on in the next 3 to 6 years?
4. How would the applicant want SCCC to support it in the next 3 to 6 years?
5. What does the applicant plan to present annually at SCCC for the next 3 to 6 years?

*(note: SCCC will provide venue sponsorship for these annual presentations. The annual presentation should be a public performance of some kind and serve as a benchmark to measure applicant's development over the residency period. These presentations should be examples of performances which the applicant has not done before but hopes to be able to achieve during the residency period. They should **NOT** be examples of performances which the applicant has done in the past).*

For instance:

- Year 1: to hold a performance for 500 persons using existing scores/ scripts.
 - Year 2: to hold a performance for 500 persons using newly commissioned scores/ scripts.
 - Year 3: to hold a performance for 500 persons in collaboration with another local group from a different art form.
6. Any other relevant information

Section 4 – Choice of Unit(s)

- Choice of unit(s)

Unit(s)	Area (sqm)	Monthly rental includes maintenance & refuse disposal <i>*Standard aircon operation hours will be from 0800 to 2300h.</i>	Amount payable monthly (bf GST)
For example: Area A 11-03A	99 sqm (1,071 sqft)	\$2,142.00 (\$2.00psf x 1,071 sqft)	\$2,142.00 per month

Section 5 – Financial information

- Financial statements (for past 3 years)
- Financial projection for expected income and expenses for the next 3 years.

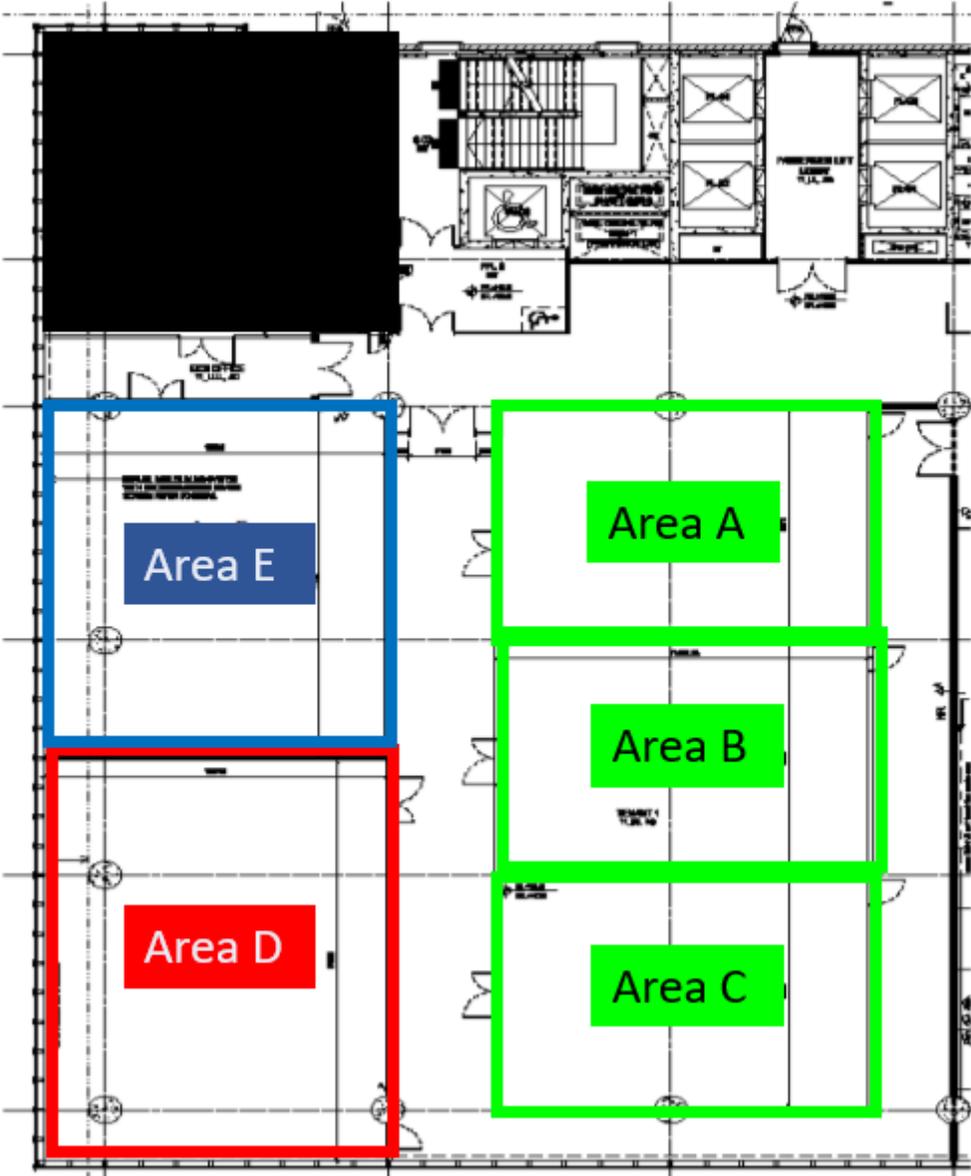
Section 6 – Supporting Documents

To attach supporting materials
(e.g., portfolio, references, awards, record of past artistic works, review/ media article) etc.

Section 7 – Declaration

To declare that you have read and understood the information in this Open Call document.

ANNEX A: Floor Plan



Available Units	Square Feet	Square Meter
Area A	1,071 sqft	99 sqm
Area B	1,071 sqft	99 sqm
Area C	1,071 sqft	99 sqm
Area D	1,722 sqft	160 sqm
Area E	1,507 sqft	140 sqm