

Open Call: Sub-Saharan Africa/UK Creative Hub Exchange Programme

We are seeking proposals for the curation and delivery of our Creative Hub Exchange programme, connecting creative hubs from Sub-Saharan Africa (SSA) with creative hubs in the UK.

Deadline: 16 February // Programme delivery 26-30th March 2018.

Background

In an ever-changing global landscape, The British Council recognises that creative hubs are integral to the sustainability and growth of the creative economy. The British Council has worked with over 800 creative hubs globally, since 2014. We see hubs as playing a vital role in the growth of the creative economy, gathering and representing creative communities. Hubs have featured greatly in our programming – as partners, collaborators, producers and researchers.

There is an estimated 1.2 million people working from creative hubs globally (deskmag), generally made up of micro SMEs and freelancers, which represent 85% of global employment and 3.3 million people in the UK (2015). Creative hubs have become ‘nests for freelancers and micro SMEs to gather’ (Prof. Andy Pratt: City, University of London).

The West Africa Creative Hubs Programme is a 3 year plan with a variety of activities which aim to enhance the opportunities for creative practitioners in Ghana, Nigeria, Senegal and Sierra Leone. The Creative Hub Exchange programme sits within this, bringing 15 creative hubs (Approx. 10 from West Africa / 5 from East + South Africa) to the UK for 5 days to learn from a variety of UK hub models. The programme intends to help the visiting hub managers develop new ideas for programming, community building and business sustainability. To support, learn and exchange ideas.

We ran a UK/Southern African Creative Hub Exchange in February 2017, curated by three wonderful UK creative hubs: TAKTAL (Glasgow), The FuseBox (Brighton) and The Trampery (London). Visit this [link](#) to find out more about it.

Creative Hubs Exchange Programme

We are looking for a Creative Hub in the UK (who has been operating for a minimum of 2 years) to curate and deliver a 5-day Creative Hub Exchange programme for approximately 15 creative hub managers (from across Sub-Saharan Africa) from 26th – 30th March 2018.

The UK hub chosen to curate and deliver this programme will host the majority of the programme at their creative hub space. The content of the programme should include time to share your own business model as a live case study, talking about: the context it operates in, the community it represents, its business and funding model, challenges and opportunities, along with innovations and learnings along the way (both good and bad), which might be useful for the visiting hub managers to learn about. It would also be useful to share how you curate your events programme and engage with your community, along with any handy digital tools and tips. The programme should include workshop style and/or interactive sessions. Other UK creative hub examples should be incorporated into the content and an exploration of nearby creative hubs should be included [Exploration Day] to provide the visiting hubs with an idea of a variety of different models, shapes and sizes present in the UK. Finally, a networking event should be incorporated into the programme in order to help connect the visiting hub managers with UK hub managers and your creative community.

Exchange Programme Participants

Approximately 15 participants will be selected (via application process) by British Council Nigeria and short bios will be forwarded to the UK hub leading on the curation of this programme. A short survey will also be sent to the participating hubs to gather more

information on the type of hubs that they run and community they represent, along with key learning points they would like incorporated into the exchange programme. The creative hub managers from Sub-Saharan Africa will be made up of a variety of emerging and established hubs, catering for a mixture of sector specific and cross sectoral communities. All hubs will be introduced to one another via email (by British Council Nigeria) prior to travelling to the UK.

Programme Design

Sunday 25th March: participants arrive in the UK and travel to city of *host hub*;

Mon 26th – Thursday 29th: Exchange Programme + Exploration + networking;

Friday 30th March [TBC]: networking event;

Saturday 31st March: participants fly home.

Deliverables

The UK hub selected to deliver this programme will be responsible for:

- Curating and delivering a 5 x day long Hub Exchange Programme for 15 hub managers from across Sub-Saharan Africa (programme content/detail should be spoken through and signed off with Lynsey Smith, Global Hubs Lead for British Council, UK);
- Incorporating additional content requests from visiting hubs (which will be taken from a survey that will be sent out by British Council Nigeria to the 15 hubs to gather any particular topics/challenges they would like covered in the programme);
- Booking local accommodation (15 participants for 6 nights);
- Organising all travel from/to airports;
- Organising any catering (only lunches, refreshments and event catering – breakfasts should be covered by hotel and dinners will be covered in participants per diems);
- Producing a programme guide and logistical information prior to hubs travelling to the UK;
- Meeting participants at the hotel on the first day and organising any travel between their hotel and your creative hub, etc. throughout the week;
- Curating and delivering an Exploration Day, visiting other creative hubs nearby;
- Curating and delivering a minimum of one networking event which gives the visiting hubs a chance to talk about their hubs. This event should help connect visiting hub managers with your creative community and other creative hub managers.
- Producing short report on key outputs/learnings of programme, along with recommendations (max. 4 pages);
- Providing updates to Lynsey Smith on progress of work.

British Council Nigeria will be responsible for:

- selecting the participating hubs and organising associated contracts;
- organising flights, visas and per diems for each participant;
- communicating with participating hubs (and sending out questionnaires to gather more insight which UK hub can contribute questions to);
- sending further reading to UK hub regarding the context these hubs operate within;
- processing UK invoices.

British Council UK will be responsible for:

- overseeing development of programme content + budget;
- providing any advice/regular check-ins;
- contracts;
- possibly attending part of programme.

Fee

5 x day's delivery + 2 days prep @ £500 per day. Total fee: £3500 (including VAT).

Additional costs for catering, travel, hotel and events will be provided (on top of fee) once proposed budget is signed off. There is also a small budget for any guest speaker/workshop facilitation costs (all costs are required to be broken down in your proposal).

Payment will be made in two instalments. The first instalment will be paid on signature of contract (which may take up to 30 days to set up and process) with 80% of costs. The second instalment will be paid on delivery of the programme and report with the final 20% of costs.

How to Apply

If you are interested in developing and curating this programme please submit a two page proposal which includes:

- How you would curate the programme content over the 5 days;
- What format the networking event(s) will take;
- Details of hubs that would be visited on the Exploration Day;
- Budget of full costs (including hotel, travel, events, programme, speakers, facilitators...);
- An understanding of why you would like to develop this programme and what you would learn from doing it;
- Details of any other UK hubs involved in the curation/delivery of this project (which you would be responsible for sub-contracting/paying where necessary)*.

*This programme can be run by one creative hub or by a variety of hubs, but the contract will be with one lead hub that will sub-contract the others. The programme can take place in any city of the UK.

Further Notes

The following recommendations were suggested after our pilot exchange in 2017:

- there should be a session at the beginning of the programme for all of the visiting hubs to get to know each other (when they arrive at your hub, they will only have received short bios for one another);
- short intervals within the programme to catch up on to-dos (possibly hotdesk from your space);
- an overview of the programme a minimum of one week before the participants depart for the UK;
- less is more.

Any clarification or queries on the above should be submitted to Lynsey Smith, Global Creative Hub Lead, British Council (UK) lynsey.smith@britishcouncil.org

The deadline for the submission of responses is 16 February 2018 @ 10am