

City of Los Angeles Department of Cultural Affairs (DCA) March, 2010

CULTURAL EXCHANGE INTERNATIONAL (CEI) PILOT PROGRAM Year 2

Special Initiative Grant Application Instructions and Forms

Please refer to the information and instructions below to apply for **Cultural Exchange International (CEI)**, a two-year pilot fellowship program of DCA. **These guidelines are revised from those available in Year 1 of the program. As such, it is imperative that you review these Year 2 guidelines before submitting an application for funding consideration as the types of proposals sought each term may vary slightly based on agreements with new and returning international partners.** The goal of the CEI program is to enhance Los Angeles as a national and international center, fostering cultural understandings through the expansion of networks and exchange of knowledge by creative professionals. Additionally, CEI seeks to reach out to audiences throughout the City's rich and diverse communities engaging them in the residency projects of international arts/cultural professionals and their host organizations.

Overview:

CEI will provide fellowship support to creative professionals (artists, arts administrators, arts/cultural educators and scholars, curators, presenters, creative entrepreneurs, cultural innovators, and cultural experts) traveling abroad for intensive residencies (two weeks to three months), or creative professionals coming to Los Angeles for intensive residencies (two weeks to three months), who have planned collaborative relationships with Los Angeles organizations to host their residencies. The program has been designed to support individual professionals or small groups (limit three to four people). While CEI is not intended to support large touring groups or stand alone exhibitions, a proposal for a CEI residency may supplement a larger project, an extended tour, or a stand alone exhibition. If so, it is imperative that you clearly articulate the CEI residency based portion of the larger project with a smaller group of creative professionals both in the narrative and in the budget, as well as provide information about the larger project that you are undertaking.

CEI grants are intended to support residency-based projects between two weeks and three months that focus on:

- structured time for Los Angeles-based creative professional(s), paired with a host organization(s) abroad, to conduct process or product oriented residencies and that may include cultural research
- structured time for international creative professional(s), paired with an LA-based host organization, to conduct process or product oriented residencies and that may include cultural research

For brief descriptions of prior CEI Fellows, use the following link: http://www.culturela.org/grants/CEI_Winners.pdf The grants listed in this document provide a basic idea of the types of projects that have received funding support to date.

CEI is not a source of support for:

- touring only or exhibition only projects that are not substantively linked to residency activities in the host community,
- sabbaticals or study trips,
- travel for youth or youth projects,
- student projects being done for any degree program,
- residencies that focus on benefiting closed groups (e.g. tuitioned-students at one or more specific schools)

CEI projects must have a public component and/or involve artists from the host community. Public components may be lectures, exhibitions, performances, or workshops that are open to the general public. As such, application narratives must describe how a proposed project will accomplish this goal. Additionally, CEI can support internet-based projects that are created and launched as part of person-to-person exchanges.

Creative professionals (please see definition above) who plan to conduct residencies abroad are eligible to apply, and if chosen to receive a grant, will be representing the City of Los Angeles as a recipient of CEI funds. To benefit the City and its residents, creative professionals chosen to perform residencies abroad must return from their exchange and provide at least one public educational or creative presentation about their experience and project. These culmination activities should be free or low cost to the public and, whenever feasible, be provided at a City venue or project-appropriate, publicly-accessible site within the City of Los Angeles. Proposals should describe what public activity(ies) applicants are planning to conduct upon return from abroad.

CEI will also support international creative professionals wishing to undertake similar activities in LA by supporting their residency projects through a host organization in LA, which must be the applicant to this program.

CEI grants do not require a one-to-one cash match. However, projects in LA or abroad that include additional institutional support (in-kind or cash) and/or other funding are encouraged and may be more competitive. If your project is receiving additional cash or in-kind support from sources other than CEI, it is strongly advised that you explain this support in the narrative and include it in the attached Budget forms.

Eligibility:

An applicant to travel abroad must be a U.S. citizen or U.S. legal resident based or domiciled in the greater Los Angeles area or an experienced creative professional whose projects are based on or representative of Los Angeles. Strongest consideration will be given to applicants with organized plans to travel abroad to conduct residency-based

arts/culture projects and applicants whose past projects have been developed or sited in the Greater Los Angeles area for at least one year. Full and part-time employees of the City of Los Angeles are not eligible to receive or benefit from CEI grants.

An applicant to host foreign creative professionals must be an organization seeking support for a defined residency-based arts/culture project that will take place within the City of Los Angeles and/or serve LA residents. International creative professionals must have passports from a country other than the United States, and should not currently reside in the U.S.

Applications should come under one name. An individual may apply on behalf of one or more additional collaborating professionals. Likewise, host organizations are encouraged to collaborate yet come forward with one application.

CEI applicants may propose one exchange project per deadline, and may apply as often as desired. If selected for CEI support, however, CEI Fellows and their partners cannot submit further proposals, or benefit from another CEI grant until the prior CEI contract is successfully fulfilled. However, current CEI grantees may apply for a grant through one of the special initiatives created by CEI and one of our Sponsor-partners. These special initiatives are described on page 5 and may include residency projects for LA-based creative professionals wishing to participate in a targeted international initiative abroad or LA-based organizations wishing to host a residency from one of the targeted international initiatives.

For brief descriptions of current projects previously funded by CEI, see the DCA website:
http://www.culturela.org/grants/CEI_Winners.pdf

Application and Project Scheduling:

For your reference:

The April 2, 2010 application deadline is for projects between August 1, 2010 and June 30, 2011.

Important Information about this Special Initiative:

This two-year pilot is made possible with support from the City of Los Angeles, the Durfee Foundation, and several respected sponsor-partners detailed on page 5, which have to date committed approximately \$600,000 to advance this pilot program. Since CEI's inception, it has been the intent of DCA to seek additional funding partners. In Round 1, Year 1, this effort was launched by a successful partnership with the National Performance Network (NPN), which focuses on exchanges between LA and Latin America/the Caribbean. In Round 2 of Year 1, partnerships have been extended to include: Foundation for International Cultural Activities (SICA) and other funding entities in the Netherlands, the Sacatar Foundation in Brazil, and the Trust for Mutual Understanding, which supports exchange between U.S.A and Russia, as well as Central and Eastern Europe, and ARCOmadrid/EI Matadero.

In addition, special funding partnerships and curated projects are being currently developed with specific international entities. These projects will be announced publicly and utilize CEI funds for specific proposals or targeted projects. Said projects benefit LA creative professionals and their international counterparts in collaborating countries, by capturing unique international opportunities available to DCA. As the projects come to fruition, additional information will be made available to DCA constituents.

DCA specifically encourages proposals that build relationships through LA's Consular Corps, the second largest Consular Corps in the USA, as well as with LA's Sister Cities (Attachment I).

Selection:

DCA is seeking to support **approximately 16 to 22 projects in Year 2, the final year of the CEI Pilot Program with grants generally in the \$5,000 to \$20,000 range.** Support will be provided in the form of an honorarium or fellowship. A fellowship from CEI cannot be used to support healthcare or insurance, yet travelers insurance is mandatory. Thus applicants must be prepared to support insurance and healthcare costs with other means. CEI applications, invoices, and reports must be submitted with budgets in U.S. dollars **and you must use the Budget Forms provided in this packet.**

If selected, DCA will contract to provide CEI Fellows with an honorarium. The items listed below may be covered within that honorarium, but may also be supported/provided by other sources:

- **artists commission fees (including mandatory income taxes as regulated by the host country and mandatory income taxes as regulated by the United States),**
- **artist performance fees,**
- **translators,**
- **shipping,**
- **supplies,**
- **telephone, and**
- **travel (including relevant Visas).**

The City of Los Angeles, DCA, and CEI funding partners are not responsible for selecting or maintaining a Fellow's:

- **transportation reservations,**
- **project-duration lodging,**
- **host relationships,**

- **project presentation venues abroad, or**
- **unbudgeted/emergency expenses.**

Rights and Responsibilities:

The City of Los Angeles Department of Cultural Affairs reserves the right to decline all submissions, cancel this Request for Proposals (RFP), amend and/or reissue this RFP, or cancel any recommended project at any time. Likewise, DCA reserves the right to invite revised proposals if insufficient numbers or types of proposals are submitted. This RFP is subject to MBE/WBE and the Living Wage, Contractor Responsibility, Equal Benefits Ordinances, and other Los Angeles City ordinances.

Instructions:

1) For creative professionals proposing residency projects abroad with a return presentation in LA:

If you are a creative professional seeking to conduct a residency abroad and provide a public educational or creative presentation upon your return to Los Angeles, please submit the information requested on pages 7-9 and 15-17. Follow the checklist at the bottom of page 9 to organize and submit full sets of materials.

2) For LA-based organizations seeking to host visiting international creative professionals:

If you represent an organization that is applying to host visiting international creative professionals, submit the materials requested on pages 10-17. Follow the checklist at the bottom of page 14 to organize and submit full sets of materials.

If you are a foreign creative professional seeking to be in residence in Los Angeles your proposal must be submitted by a qualified host organization according to the instructions above.

Applicants who are applying develop a residency that includes organizing pieces by numerous other creative professionals (e.g. artist-curator proposing group exhibitions) should make a definitive case about how all of the proposed pieces, their creators, and the group theme represent their home city/country.

Applicants must use the budget forms provided in these guidelines and please remember to list revenues and in-kind support that make the proposed project possible. Specifically, it is encouraged that the applicant submit a budget for the CEI portion of any proposed project. In many cases this CEI portion will be part of a larger project and applicants must submit the entire budget of the overall project on a separate budget page so that the peer review panel can understand the context of the CEI request.

Proposal Review Process:

DCA will convene **one multi-disciplinary peer review panel** for Year 2. The panel will consist of knowledgeable cultural experts who are also familiar with international exchange. Each panel will be facilitated by DCA Executive Director, Olga Garay. As is the case with all DCA grant programs, panel recommendations will be ranked and submitted to DCA's Executive Director, who will make the final determination based on the Evaluation Criteria described below as well as on international and City partnership opportunities available.

Evaluation Criteria:

The peer panel will review each application considering the following criteria:

- **Merit/excellence of the proposed project**, determined by submitted work samples, history of the applicant, proposal attachments, and/or letters of support.
- **Relevance of the proposed project** to this specific initiative and ability of the proposed project to represent or benefit the creative community and residents of Los Angeles, USA as described in the project narrative.
- **Proposed budget.**

Helpful Hints:

Use the format prescribed. Panelists prefer to read proposal narratives that follow application questions exactly - what, where, when, why, and who - rather than trying to extrapolate this information from your proposal.

All applicants must use DCA budget categories, definitions, and forms when prescribed. If the proposed CEI project is part of a larger endeavor, please prepare and submit an Overall Budget so the panel can understand the context of the CEI request within your larger scope of work.

When using the budget forms enclosed, please list the CEI amount requested under Govt-City (DCA Grant Request) on page 16. The proposed project expenses requested (page 15) must equal the total revenues estimated (page 16).

In order to be comprehensive, applicants must clearly communicate which budget items are supported with cash - versus others that represent in-kind or donated time/materials. If you have several in-kind items to report, please give a total amount on the Proposed Project Support page and use Budget Notes to itemize them.

The most competitive proposals include strong letters of support from the proposed host organization and from other affiliated persons/groups.

Terms and Contracting:

Submitted proposals take two months to review, at which time City contracts are generated and submitted. Therefore proposed projects should not begin until 3-4 months after submission of the CEI application. Project planning or activity that oc-

curs before a CEI Fellow receives a signed executed City contract is not eligible for reimbursement

If your CEI project is selected and awarded less than 90% of requested funding, you will be asked to submit a revised project narrative and revised budget during a DCA contract meeting.

Selected CEI Fellows should be prepared to indemnify and absolve the City of Los Angeles, DCA, and all CEI funding partners of all liabilities.

As previously stated, applicants and their collaborators are entirely responsible for planning, securing, and/or maintaining: relevant Visas; mandatory income taxes as regulated by the host country and/or mandatory income taxes as regulated by the United States, as applicable; mandatory travelers insurance; transportation selections and reservations; project-duration lodging; health and nutrition requirements; host relationships; qualified language translators; venues, on-site assistance; project marketing; project documentation; miscellaneous/unbudgeted expenses; and emergency expenses.

Reporting and Payments:

Honoraria for creative professionals performing residencies abroad and returning to LA will be made as follows: 75% of the grant award upon execution of a City contract and 25% after completion of the return public presentation. If, for any reason, complete services including one return public presentation are not provided, the 75% of grant funds already awarded are owed as a debt to the City of Los Angeles.

Payments for organizations hosting visiting international creative professionals will be made as follows: 75% of the grant award upon signature of the contract to the host non profit organization and 25% after completion of the exchange project. If, for any reason, complete services are not provided, the 75% grant funds already awarded are owed as a debt to the City of Los Angeles.

Informational Orientations:

The next CEI informational workshop will be held on Friday March 19, from 5:30 to 6:30p.m.* Workshops are held at the Department of Cultural Affairs headquarters at 201 North Figueroa Street, Suite 1400, in downtown Los Angeles for groups of ten or more individuals.

You must **RSVP to sherlan.abesamis@lacity.org** at least one week in advance in order to attend. We will e-mail you four days before the meeting with confirmation or cancellation. General questions about the application or program can be sent to: joe.smoke@lacity.org.

Submission Postmark Deadlines:

Friday April 2, 2010

Pending budget approval from the City of Los Angeles, CEI's Year 3 deadline will be mid-October 2010

Submit Applications to:

**Cultural Grant Program Director
Department of Cultural Affairs
201 North Figueroa Street, Suite 1400
Los Angeles, CA 90012
ATTN: CEI panel**

You may also hand-deliver 10 copies of all requested materials no later than 5 p.m. on the deadlines listed above.

You will be notified of your application's approval or decline approximately 80 days after each deadline.

* Subject to change.

CEI Sponsor-Partners and How to Create an Application to Qualify for Their Support

As stated on Page 2, since CEI's inception, it has been the intent of DCA to seek additional funding partners. In Year 1, Round 1 this effort was launched by a successful partnership with the National Performance Network (NPN), which focuses on exchanges between LA and Latin America/the Caribbean. In Year 1, Round 2 partnerships have been extended to include: the Foundation for International Cultural Activities (SICA) and other funding partners in the Netherlands, the Sacatar Foundation in Brazil, the Trust for Mutual Understanding, which supports exchange between U.S.A and Russia, as well as Central and Eastern Europe and ARCOMadrid/El Matadero. For Year 2, Round 1, DCA will be continuing its partnerships with NPN, SICA and the Sacatar Foundation. These partnerships are detailed below. Proposals made in any of these categories will only compete with other proposals in that category vs. competing with all proposals received by CEI. **As such, if your proposed project takes place in any of the countries outlined below, it is strongly recommended that you take advantage of these collaborative opportunities, since your chances for receiving an award are greater.**

Foundation for International Cultural Activities SICA (in collaboration with Consulates General of The Netherlands in Los Angeles and New York, Theatre Institute Netherlands, and Music Centre Netherlands)

Mission: SICA is an independent centre for expertise and networking, for organizations and artists involved in all kinds of cultural disciplines, both within the Netherlands and abroad. As a CEI sponsor-partner, SICA's main focus is supporting the exchange of performing arts (Dance, Music, and Theater). SICA has a history of supporting public meetings, public programs, publishing the quarterly magazine SICAmag, and managing Buitengaats, a database of Dutch cultural initiatives abroad. SICA information and publications are available on www.sica.nl, Dutch Centre for International Cultural Activities, Keizersgracht 324 1016 EZ Amsterdam, The Netherlands Email: l.runderkamp@sica.nl Telephone: + 31 20 8512 342 F + 31 20 6128 152

Geographic emphasis with CEI: The Netherlands and The Netherland Antilles (Aruba, Bonaire, Curaçao, St. Eustatius and St. Maarten).

Accepted method of application: If the proposed performing arts residency is based on exchange between the Netherlands and/or an island of the Netherlands Antilles and Los Angeles, you may wish to target your proposal for SICA partnership support. Applicants should apply directly to DCA using the CEI application. Once recommended by DCA, an applicant's proposal will be forwarded to SICA, Music Centre Netherlands, Theatre Institute Netherlands, and the Consulate General of The Netherlands in New York for a complimentary review and final determination.

National Performance Network (in collaboration with LA RED)

Mission: NPN provides support for established and emerging artists in dance, music, theater, performance art, puppetry, and spoken word. It serves as the developmental rung on the ladder for emerging contemporary performing artists because it provides rare or first-time touring opportunities.

Geographic emphasis with CEI: Latin America and the Caribbean

Accepted method of application: If the proposed performing arts residency project is based on an exchange to/from one or more Latin American and/or Caribbean countries and Los Angeles, you may wish to apply for this partnership. Qualified Los Angeles artists and arts organizations should apply directly to NPN, with a copy of the application submitted simultaneously to DCA. Use this link <http://www.npnweb.org/programs/strategic-partnerships/initiatives/guidelines-and-applications/> to access NPN's application forms. **The deadline for the NPN application is March 31, 2010.** Once recommended by NPN, through a peer reviewed process, the applicant's proposal will be forwarded by NPN to DCA for final determination.

Sacatar Foundation

Mission: A California non-profit 501c3 corporation based in Pasadena, the Foundation provides funding for the INSTITUTO SACATAR, a Brazilian non-profit foundation that administers an international arts residency program on the island of Itaparica in Bahia, Brazil. The Instituto Sacatar organizes roundtrip airfare, a room with private bath, meals, and studio space for the duration of stay. The Instituto Sacatar sponsors residencies for highly qualified individuals in all creative pursuits, without regard to race, creed, national origin, sex, age, sexual orientation, marital status, ancestry, disability, or HIV status. Each year fifteen to twenty-five artists are awarded Sacatar Foundation Fellowships. Over 150 artists from 42 countries have become fellows since September 2001.

Geographic emphasis with CEI: The Instituto Sacatar is situated on the island of Itaparica, across the bay from Salvador, Bahia, the colonial capital of Brazil.

Accepted method of application: Sacatar is partnering with the City of LA DCA to support several two-month residencies for Los Angeles-based creative professionals at their host site in Brazil. Applicants should apply directly to the Sacatar Foundation with the links to applications on www.sacatar.org. Once recommended by Sacatar, the applicant's proposal will be forwarded by Sacatar to DCA for a complimentary review and final determination.

The French Consulate in Los Angeles and the French Cultural Services in New York are working with DCA to curate a specific set of exchanges for visual artists. Participation in this partnership is by invitation only.

University of Guadalajara (UdeG), Jalisco, Mexico is working with DCA to structure a residency program. Participation in this partnership is by invitation only.



1. Los Angeles Contemporary Exhibitions *photo by Marcus Benigno* **2.** Sage Lewis *photo by Adrienne Koteen*
3. REDCAT *photo by Steven A. Gunter* **4.** Anne Lebaron *photo by Anne Lebaron* **5.** Sage Lewis *photo by Adrienne Koteen*
6. REDCAT *photo by Scott Groller* **7.** Joanna Klass *photo by Rafal Nowak* **8.** Los Angeles Contemporary Exhibitions *photo by Leigha Hodnet*
9. Philip Himberg & Roberta Levitow *photo by Christopher Hibma* **10.** Anne Lebaron *photo by Anne Lebaron*
11. Adrian Rivas, dba Frames by Adrian *photo by Adrian Rivas* **12.** Sage Lewis *photo by Adrienne Koteen*
13. Adrian Rivas, dba Frames by Adrian *photo by Carolina Caycedo* **14.** Adrian Rivas, dba Frames by Adrian *photo by Vincent Ramos*

**The City of Los Angeles Department of Cultural Affairs (DCA)
CULTURAL EXCHANGE INTERNATIONAL (CEI) PILOT PROGRAM
Special Initiative Grant Application**

Cover Sheet for Creative Professionals Proposing Residency Projects Abroad with a Return Presentation in Los Angeles

Cover Sheet (O)

A. Full Legal Name:

Common name:

Address (street, city, zip code):

Mailing address (if different from above):

Title:

Telephone:

E-mail:

Website:

Reminder: Full and Part-time employees of the City of Los Angeles are not eligible to receive or benefit from CEI grants.

B. Current USA passport # and expiration date*

(*Note: Many countries will not accept passports that have less than 6 months remaining until expiration)

Have you researched whether a visa is necessary for your proposed travel and project?

yes no

C. Category (check one only):

General CEI Pool Foundation for International Cultural Activities SICA/The Netherlands Partner Pool

NPN Partner Pool Sacatar Foundation Partner Pool

D. Proposed destination (City[ies], Country[ies]): Please note, if you are proposing to residency projects in more than one city and/or country, you must clearly articulate in your proposal how this is necessary to achieve the goals of your project

Proposed dates of exchange (necessary travel days plus at least twelve residency days, but no more than 90 residency days):

E. Name, and contact information for the organization(s) which will act as your host(s):

Name, title and contact information of key organizational or artistic staff representing the principal host organization:

Proposed lodging, name and address of hotel, artist community, college/university, etc; or home-stay family name and address:

Name and address of your primary collaborating venue abroad:

What ground transportation is planned during your residency:

Will you travel with an interpreter, will one be provided for you by your host(s)/collaborator(s), or are you fluent in the language(s) of your destination?

Do you require any special accommodations (nutritional, medical, or physical)?

F. Grant amount requested (generally between \$5,000 and \$20,000): \$

The amount requested must also appear on Page 15, line item 23.

Certification:

I/We certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of our knowledge. If payment is to be made to anyone other than the grantee, it is understood that the grantee is financially, administratively, and programmatically responsible for all aspects of the grant and that all reports must be submitted through the grantee.

Applicant

Printed name _____ Signature _____ Date _____

Proposal Narrative Questions for Creative Professionals Proposing Residency Projects Abroad with a Return Presentation in Los Angeles

This page is not a writable form. Please provide requested information on separate pages.

2) Proposal Narrative

Please address the following questions in no more than three, single-sided, 8½” x 11” pages with 1” margins. Applications must be typewritten, single-spaced in font size 11 point or larger. Use the exact questions, headings, or letters to organize your response. Be as specific as possible.

Detail the residency-based arts/culture project being proposed. Your narrative should include the following information:

- o Details of the project being proposed (what, where, when, why, and who).
- o Describe how you and your project will represent Los Angeles in the country(ies) you are proposing to conduct your residency. Please note, if you are proposing projects in more than one city and country, you must clearly articulate in your proposal how this is necessary to achieve the goals of your project.
- o Describe the educational or artistic presentation you will conduct once back in Los Angeles (what, where, when, why, and who).
- o Describe your readiness, the timing, and how the proposed international cultural exchange will impact your career.
- o Conclude with an assessment of how the proposed activities will benefit Los Angeles as described in the goals of the CEI program on the first page of this document.

3) Resume

Please attach your professional resume (maximum three pages).

4) Using the forms provided on pages 15-17, provide a CEI residency budget with Proposed Project Expenses and Proposed Project Support. If the proposed project has a larger scope than DCA is being asked to support, prepare and submit an “Overall Project Budget” page so the panel can understand the context of your request.

When using the budget forms enclosed, please list the CEI amount requested under Govt-City (DCA Grant Request) on page 16. The proposed project expenses requested (page 15) must equal the total revenues estimated (page 16).

5) Using the Budget Notes page or one additional page, provide a brief narrative analysis of your proposed budget. Justify any unusual expenses, contingencies, or provide further details. This form should also be used to itemize Applicants’ budget items that are supported with cash versus others that are listed to be comprehensive but represent in-kind support as well as donated time and materials.

6) Sample Materials:

Please select one format and send no more than 2 samples of up to 10 minutes of panel viewing. Make sure that the label on the Sample Documentation corresponds to the descriptions below. Each different DVD, CD, or CD-ROM should be considered one sample. **Submit only recent or relevant samples.** The following are accepted formats:

DVD (strongly encouraged for performance-based proposals): Up to 10 minutes. In general, panelists prefer to review substantive excerpts rather than short edited clips with heavy narration. List each different DVD as one sample on the Sample Documentation Index. Include track/chapter information in the Sample Documentation Index. Place selection(s) in priority order.

Audio CD (strongly encouraged for music publishing projects): Up to 10 minutes. List each different CD as one sample on your Sample Documentation Index. Include track information in your Sample Documentation Index. Place your selection(s) in priority order.

Published Material: This format is best used for print projects or to demonstrate museum/gallery exhibitions.

Images on CD-ROM (strongly encouraged for visual or design based proposals): Up to 15 images. Digital files of completed work. All images must be numbered (1 through 15). Digital files must be in JPG format, 300 DPI, 5MB or smaller. This format is best used for exhibition materials. In addition, if a catalogue was produced for a previous presentation of proposed exhibition materials, please submit 2 copies.

PRIMARY SAMPLE MATERIALS: DVD CD CD-ROM*

Title	Identification of applicant (if not obvious)	Date of presentation	Track(s) or Chapter(s)	Running Time

***For CD-ROM submissions: On a separate sheet of paper create a numbered image list. For each JPG image include: creator’s name, title or project name, medium, dimensions, and date. Include the same information as a caption under each image..**

Primary Published Material (list titles below, if appropriate designate specific pages for panel review):

Title	Specific Pages for Review:

OPTIONAL: Supplementary Printed Materials

Please attach no more than two items (reviews, program brochures, or program catalogs) from the past one or two years, that specifically support the quality, content, relevance, or intended impact of the proposed project.

7) Letters of Support

Place at the conclusion of your grant application no more that 2 letters of support by experts or past project partners that can attest to the significance of your previous projects and/or the proposed project. Applicants are encouraged to provide at least one letter of recommendation from a prior international project partner.

Submission Instructions for Outbound Creative Professionals:

Please organize the following seven elements:

- Completed and signed cover sheet (page 7)
- Project Narrative (no more than 3 pages)
- Resume (no more than 3 pages)
- CEI Budget Forms and Notes (pages 15-17)
- Overall Project Budget, if applicable
- Sample and Supplementary Printed Materials
- Letters of Support

Submit 1 original set and 10 photocopy sets of all paper materials. Fasten each set with binder clip.

Do not package materials in special folders. Do not send unique or uniquely valuable materials. Keep one reference copy for yourself.

**City of Los Angeles Department of Cultural Affairs (DCA)
CULTURAL EXCHANGE INTERNATIONAL (CEI) PILOT PROGRAM
Special Initiative Grant Application**

Cover Sheet for Organization Applicants to Host Visiting International Creative Professionals

Cover Sheet (I)

- A. Official IRS Name: _____ Popular name: _____
Address (street, city, zip code): _____
Mailing address (if different from above): _____
Contact person: _____ Title: _____
Telephone: _____ E-mail: _____ Website: _____
- B. Employer Identification Number (EIN): _____ Dunn and Bradstreet #: _____
- C. Category (check one only):
 General CEI Pool Foundation for International Cultural Activities SICA/The Netherlands Partner Pool
 NPN Partner Pool Sacatar Foundation Partner Pool

D. Creative Professional(s):
For each proposed visitor please list: full legal name, country of birth, current residence/nationality, and passport number with expiration dates and name of issuing country (Notes: None of the proposed travelers listed here should be US citizens or residents. USA may not accept foreign passports that have less than 6 months remaining before expiration). Further, international creative professionals must have passports from a country other than the United States, and should not currently reside in the U.S.

Have you researched whether a visa is necessary for this proposed travel and project? yes no

Proposed dates of travel and residency project production in Los Angeles (necessary travel days plus at least twelve residency days, but no more than 90 residency days):

Proposed lodging, name and address of hotel, artist community, college/university, etc; or home-stay family name and address:

Who will act as dedicated staff or local host to assist the visiting professionals with logistics?

Are the arts/cultural professionals fluent in English, will you provide a translator or will they travel with a translator?

What ground transportation is being organized so that the visiting arts/cultural professionals can get around Los Angeles?

Do any or all of these visitors require any special accommodations (nutritional, medical, or physical)?

E. Briefly outline the residency, collaborative, participatory/public programs to be accomplished during the proposed visit:

F. Grant amount requested by nonprofit arts organization (generally between \$5,000 and \$20,000): \$ _____

Certification:
I/We certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of our knowledge. If payment is to be made to anyone other than the grantee, it is understood that the grantee is financially, administratively, and programmatically responsible for all aspects of the grant and that all reports must be submitted through the grantee.

Organization Director
Printed name _____ Signature _____ Date _____

Proposal Narrative Questions for Host Organizations

This is not a writable form. Please use headings below and provide your answers on separate pages.

1) Narrative

A) Host Organization Background

Please address the following questions in no more than two, single-sided, 8½" x 11" pages with 1" margins. Number each page and indicate the Applicant's name in the upper right of each page. Applications must be typewritten, single-spaced, in font size 11 point or larger. Use the exact questions, headings, or letters to organize your response. Be as specific as possible.

I. **Mission/Purpose of Applicant:** Provide the applicant's mission statement.

II. **History/Programming:** Briefly describe the history of the applicant and its current core programs and services. Please note any significant administrative or artistic changes and/or major accomplishments and initiatives that have taken place over the past two years.

B) Proposal Narrative

Please address the following question in no more than two, single-sided, 8½" x 11" pages with 1" margins. Be as specific as possible.

I. Detail the creative project being proposed (what, where, when, why, and who). Why are you proposing this project for your organization at this time and why this particular arts/cultural professional(s). With the CEI initiative in mind, please address how the proposed activities will benefit Los Angeles.

2) Biographical Information

Provide short biographies of key staff and visiting creative professionals. If necessary, attach additional sheets of the original form.

Name:	Title:

Name:	Title:

Name:	Title:

Name:	Title:

6) Letters of Support

Place at the conclusion of your grant application no more than 2 letters of support by experts or past project partners that can attest to the significance of your previous projects and/or the proposed project. Applicants are encouraged to provide at least one letter of recommendation from a prior international project partner.

7) Sample Documentation:

Please select one format and send no more than 2 samples of up to 10 minutes of panel viewing. Make sure that the label on the Sample Documentation corresponds to description(s) below. Each different DVD, CD, or CD-ROM should be considered one sample. **Submit only recent or relevant samples.** The following are accepted formats:

DVD (strongly encouraged for performance-based proposals): Up to 10 minutes. In general, panelists prefer to review substantive excerpts rather than short edited clips with heavy narration. List each different DVD as one sample on the Sample Documentation Index. Include track/chapter information in the Sample Documentation Index. Place selection(s) in priority order.

Audio CD (for music publishing projects only): Up to 10 minutes. List each different CD as one sample on your Sample Documentation Index. Include track information in your Sample Documentation Index. Place your selection(s) in priority order.

Published Material: This format is best used to support proposals for print projects or to illustrate past exhibitions.

Images on CD-ROM (strongly encouraged for visual or design based proposals): Up to 15 images. Digital files of completed artwork. All images must be numbered (1 through 15). Digital files must be in JPG format, 300 DPI, 5MB or smaller. This format is best used for exhibition materials. In addition, if a catalogue was produced for a previous presentation of the proposed exhibition materials, please submit 2 copies.

PRIMARY SAMPLE MATERIALS: **DVD** **CD** **CD-ROM***

Title	Identification of visiting professionals (if not obvious)	Date of sample presentation	Track(s) or Chapter(s)	Running Time

***For CD-ROM submissions: On a separate sheet of paper create a numbered image list. For each JPG image include: artist name, title or project name, medium, dimensions, and date. Include the same information as a caption under each image.**

Primary Published Material (list titles below, if appropriate designate specific pages for panel review):

Title	Specific Pages for Review

8) OPTIONAL: Supplementary Printed Materials

Please attach no more than two items (reviews, program brochures, or program catalogs) from the past one or two years, that specifically support the quality, content, relevance, or intended impact of the proposed project.

Submission Instructions for Arts/Cultural Organizations:

- Completed and signed cover sheet (page 10)
- Application Narrative (questions 1A and 1B)
- Personnel Forms (pages 12-13)
- Primary Sample Documentation and Optional Supplementary Printed Descriptions (outlined above)
- Applicant's organizational budget for the most recently completed fiscal year, which can be submitted as: a Form 990, an audited financial statement, or hard copy of a City of Los Angeles DCA Funder Report if the applicant organization is registered with the California Cultural Data Project. The City of Los Angeles reserves the right to require an audited financial statement at any time.
- CEI Budget Forms and Notes (pages 15-17)
- Overall Project Budget, if applicable
- Letters of Support

Submit 1 original set and 10 photocopy sets of all paper materials. Fasten each set with binder clip. Do not package materials in special folders. Do not send unique or uniquely valuable materials. Keep one reference copy for yourself.

4) Proposed Project Expenses (Only fill out relevant project-related expenses in categories marked with * and provide notes)

	Total	Notes
I. EXPENSES		
A. Salaries & Fringe		
1. Artists & Performers – Salaries	N/A	
2. Program – All Other – Salaries	N/A	
3. Fundraising – Salaries	N/A	
4. General & Administrative – Salaries	N/A	
5. Fringe Benefits	N/A	
Subtotal Salaries & Fringe	N/A	
B. Operating Expenses		
6. Advertising and Marketing*		Should not exceed 5% of total request
7. Artist Commission Fees*		
8. Artists & Performers - Non-Salaried*		
9. Catering & Hospitality	N/A	
10. Conferences & Meetings	N/A	
11. Cost of Sales	N/A	
12. Equipment Rental	N/A	
13. Facilities – Other	N/A	
14. Fundraising Expenses – Other	N/A	
15. Fundraising Professionals	N/A	
16. Honoraria*		List fees here for technical workers (lighting, sound, etc.)
17. In-Kind Contributions	N/A	
18. Insurance	N/A	
19. Internet & Website	N/A	
20. Lodging & Meals*		
21. Office Expense – Other	N/A	
22. Other*		e.g. translator fees
23. Shipping*		
24. Printing	N/A	
25. Production & Exhibition Costs	N/A	
26. Programs – Other	N/A	
27. Professional Development	N/A	
28. Professional Fees	N/A	
29. Public Relations	N/A	
30. Rent	N/A	
31. Supplies*		
32. Telephone*		
33. Touring	N/A	
34. Travel*		
35. Utilities	N/A	
Subtotal Operating		
TOTAL EXPENSES (A + B)		

5) Proposed Project Support

	DCA Support	Other Support and Notes
A. Earned Revenue		
1. Admissions	N/A	N/A
2. Ticket Sales	N/A	N/A
3. Tuitions	N/A	N/A
4. Workshop & Lecture Fees	N/A	N/A
5. Touring Fees	N/A	N/A
6. Special Events - Other	N/A	N/A
7. Gift Shop/Merchandise Sales	N/A	N/A
8. Gallery Sales	N/A	N/A
9. Food Sales/Concession Revenue	N/A	N/A
10. Parking Concessions	N/A	N/A
11. Membership Dues/Fees	N/A	N/A
12. Subscriptions	N/A	N/A
13. Contracted Services/Performance Fees	N/A	N/A
14. Rental Income – Program Use	N/A	N/A
15. Rental Income – Non-Program Use	N/A	N/A
16. Advertising Revenue	N/A	N/A
17. Sponsorship Revenue*		List host organization monetary support here
18. Other*		
Subtotal Earned Revenue		
B. Support		
19. Trustee/Board Contributions*		
20. Individual Contributions*		
21. Corporate Contributions*		
22. Foundation Contributions*		
23. Govt-City (DCA Grant Request)*		
24. Govt – County*		
25. Govt – State*		
26. Govt – Federal*		
27. Special Events – Fundraising*		
28. Other Public Support*		
29. Parent Organization Support*		
30. In-kind Contributions*		Overall value of donated goods and/or services, use Budget Notes to detail items
Subtotal Support		Do not include value of in-kind
TOTAL REVENUE (A + B)		This total must equal the Total of Expenses from the prior page

If you are estimating/reporting multiple sources of support in any category above (e.g. Corporate, Foundation, or Government) please provide a breakdown of these line items in the box below:

Please use the Budget Notes form on the next page to itemize in-kind donations and provide numbered clarifications for any expense or revenue item.

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for entering budget notes.

Attachment I

This list was updated in Spring 2009. However, information for Consular Corps members is always subject to change. In cases where the information below is not accurate, please use the internet to find your contacts.

Los Angeles Area Consular Corp Offices:

Consul General of Argentina
5055 Wilshire Blvd, 2nd Floor,
Suite #210
Los Angeles, California 90036
(323) 954-9155
(323) 377-4317
www.consuladoargentino-losangeles.org

Consul General of Armenia
50 N. La Cienega Boulevard, #210
Beverly Hills, California 90211
(310) 657-6102
www.armeniaemb.org

Consul General of Australia
2029 Century Park East #3150
Los Angeles, California 90067
(310) 229-4800
www.losangeles.consulate.gov.au/

Consul General of Austria
11859 Wilshire Boulevard # 501
Los Angeles, California 90025
(310) 444-9310
www.austria-la.org

Consul General of Bangladesh
4201 Wilshire Boulevard #605
Los Angeles, California 90010
(323) 932-0100
www.bangladeshconsulatela.com

Barbados Tourism Authority
Barbados Consulate
3440 Wilshire Blvd., #1207
Los Angeles, CA 90010
(213) 380-2198
(213) 380-2188 Los Angeles
(212) 551-4325 New York
www.visitbarbados.org

Consul General of Belgium
6100 Wilshire Boulevard #1200
Los Angeles, California 90048
(323) 857-1244
www.diplomatie.be/losangeles/
losangeles@diplobel.be

Belize Tourism Board
Consulate General of Belize
Korean Trade Center, Park Mile Center
4801 Wilshire Blvd., # 250
Los Angeles, CA 90010
(323) 634-9900
(800) 624-0686
www.travelbelize.org

Honorary Consul of Botswana
Mr. William B. Rudell
333 South Hope Street, 38th Floor
Los Angeles, CA 90071
(213) 626-8484
www.gov.bw (Botswana)
355 S. Grand Avenue, 40th Floor
Los Angeles, CA 90071-3101
(213) 626-8484

Consul General of Brazil
8484 Wilshire Boulevard #711-730
Beverly Hills, California 90211
(323) 651-2664
www.brazilianconsulate.org

Honorary Consul General of
Burkina Faso
Alan Nieman
214 23rd St.
Santa Monica, California 90402
(310) 575-5555

Honorary Consul of Burundi
c/o 532 South Vermont Avenue #104
Los Angeles, California 90020
(213) 637-1456
2233 Wisconsin Avenue, NW # 212
Washington, DC 20007
(202) 342-2574

Consul General of Canada
550 South Hope Street, 9th Floor
Los Angeles, California 90071
(213) 346-2700

Honorary Consul General of the Central
African Republic
901 North Camden Drive
Beverly Hills, California 90210
(310) 278-1095 (wrong #)
Embassy of Central African Rep.
1618 22nd Street, NW
Washington, DC 20008
(202) 483-7800

Consul General of Chile
6100 Wilshire Blvd. #1240
Los Angeles, California 90048
(323) 933-3697
cgchilela@yahoo.com
www.consuladochilelosangeles.org

Consul General of The People's
Republic of China
443 Shatto Place
Los Angeles, California 90020
(213) 807-8088
www.chinaconsulatela.org

Consul General of Colombia
8383 Wilshire Boulevard, Suite 420
Beverly Hills, California 90211
(323) 653-4299 or 1290
www.consuladocolombiala.org

Consul General of Costa Rica
1605 West Olympic Blvd, Suite 400
Los Angeles, California 90015
(213) 380-7915
www.costarica-embassy.org

Consul General of the
Republic of Croatia
11766 Wilshire Boulevard, #1250
Los Angeles, California 90025
(310) 477-1009

Honorary Consul General of Cyprus
4219 Coolidge Avenue
Los Angeles, California 90066
(310) 397-0771

Consul General of the Czech Republic
10990 Wilshire Blvd, Suite 1100
Los Angeles, California 90024
(310) 473-0889 or 9713
losangeles@embassy.mzv.cz
www.mzv.cz

Consul General of Denmark
10877 Wilshire Blvd. Suite 1402
Los Angeles, California 90024
(310) 481-0391
info@danishconsulate.org
www.danishconsulate.org

Consul General of Ecuador
8484 Wilshire Boulevard, Suite 540
Beverly Hills, California 90211
(323) 658-6020
coneclac@aol.com

Consul General of El Salvador
3450 Wilshire Boulevard, Suite 250
Los Angeles, California 90010
(213) 383-5776

Honorary Consul of Estonia
5273 Tendilla Avenue
Woodland Hills, CA 91364
(818) 340-5766
j.treiman@att.net
(after October 28, 2008)

Honorary Consul of Fiji
2301 Rosecrans Ave., Suite 3185
El Segundo, California 90245
(310) 531-8784
sg@vinsoncompany.com

Consul General of Finland
1801 Century Park East, Ste. 2100
Los Angeles, California 90067
(310) 203-9903
www.finland.org

Consul General of France
10390 Santa Monica Blvd. #410
Los Angeles, California 90025
(310) 235-3200 or 3266
www.consulfrance-losangeles.org

Honorary Consul General of
The Gambia
11718 Barrington Court, Suite 130
Los Angeles, California 90049
(310) 274-5084
www.gambia.com

Consul General of Germany
6222 Wilshire Boulevard, Suite 500
Los Angeles, CA 90048-4985
(323) 930-2703
www.germanconsulate.org
LosAngeles@GermanConsulate.org

Consul General of Greece
12424 Wilshire Blvd, Suite 800
Los Angeles, California 90025
(310) 826-5555
www.greekembassy.org/losangeles

Consul General of Guatemala
1625 W. Olympic Blvd., Suite 1000
Los Angeles, California 90015
(213) 365-9251
www.consulaxgt.com

Honorary Consul of Guyana
222 West Florence Avenue
Inglewood, California 90301
Telephone/FAX (310) 320-3370
(State Dep't. has no official person)

Embassy of Guyana
2490 Tracy Place, NW
Washington, DC 20008
(202) 265-6900
Consul General of Honduras
3550 Wilshire Boulevard, Suite 320
Los Angeles, California 90010
(213) 383-9244
www.consuladodehonduras.com

Consul General of The
Republic of Hungary
11766 Wilshire Boulevard, #410
Los Angeles, California 90025
(310) 473-9344

Consul General of Iceland
c/o Palomar Pictures
5657 Wilshire Boulevard, 5th Floor
Los Angeles, California 90036
(323) 634-6474 (# disconnected)
155 N. Anita Avenue
Los Angeles, CA 90049
(310) 440 – 3494
ad@palomarpics.com

Consul General of Indonesia
3457 Wilshire Boulevard, 4th Floor
Los Angeles, California 90010
(213) 383-5126 or 5127 or 5128

Consul General of Israel
6380 Wilshire Blvd., 17th Floor
Los Angeles, California 90048
(323) 852-5500

www.isrealconsulate.org
Consul General of Italy
12400 Wilshire Boulevard, #300
Los Angeles, California 90025
(310) 826-5998

Honorary Consul of Jamaica
1520 New Hampshire Avenue, NW
Washington, DC 20036
(202) 452-0660
8703 Venice Boulevard
Los Angeles, California 90034
(310) 559-3822
(310) 352-0529

Consul General of Japan
350 South Grand Ave., Suite 1700
Los Angeles, California 90071
(213) 617-6700
www.la.us.emb-japan.go.jp

Consul General of the Republic of Korea
3243 Wilshire Boulevard
Los Angeles, California 90010
(213) 385-9300

Honorary Consul of the Kyrgyz Republic
617 South Olive Street, Suite 1000
Los Angeles, California 90014
(213) 891-9564
800 West 6th Street, # 1415
Los Angeles, CA 90017
(213) 891-9564

Honorary Consul of Latvia
3013 Palos Verdes Drive West
Palos Verdes Estates, California 90274
(310) 377-1784
www.latvia-usa.org

Consul General of Lebanon
660 S. Figueroa St., Suite 1050
Los Angeles, California 90017
(213) 243-0999
www.lebconsny.org

Honorary Consul General of Liberia
P.O. Box 427
Malibu, California 90265
(310) 457-1967

Honorary Consul General of Lithuania
3236 North Sawtooth Court.
Westlake Village, California 91362
(805) 496-5324
www.ltembassyus.org

Honorary Consulate of Luxembourg
23143 Canzonet Street
Woodland Hills, CA 91367-6104
(818) 274-2646
www.luxembourgla.org

Consul of the Republic of Malawi
2001 North Soto Street
Los Angeles, CA 90032
(213) 223-2020

Honorary Consul Gen. of Malawi
44970 Via Renaissance
Temecula, California 92590
(909) 676-2476

Consul General of Malaysia
550 South Hope Street, Suite 400
Los Angeles, California 90071
(213) 892-1238
www.malaysianconsulatela.com

Honorary Consul of Malta
5069 Maureen Lane
Moorpark, California 93021
(805) 531-9009

Honorary Consul of Mauritius
2029 Century Park East, 6th Floor
Los Angeles, California 90067
(310) 557-2009

Consul General of Mexico
2401 6th Street
Los Angeles, California 90057
(213) 351-6800
www.sre.gob.mx/losangeles

Honorary Consul of Monaco
100 Universal City Plaza Bldg. 2252
Universal City, California 91608
(818) 777-3131
www.monaco-consulate.com

Honorary Consul General of Morocco
P.O. Box 80652
San Marino, California 91118
(626) 570-0318

Honorary Consul General of Nepal
4640 Admiralty Way, Suite 715
Marina del Rey, California 90292
(310) 305-4024
11661 San Vicente Blvd. #510
Los Angeles, CA 90049
(310) 820- 4099

Honorary Royal Nepalese Consult
General for San Francisco
909 Montgomery Street, #400
San Francisco, CA 94133
(415) 434-1111
www.nepalembassyusa.org
info@nepalembassyusa.org

Consul General of the Netherlands
11766 Wilshire Boulevard, #1150
Los Angeles, California 90025
(877) 388-2443
www.ncla.org

Consul General of New Zealand
2425 Olympic Blvd., Suite 600E
Santa Monica, California 90404
(310) 566-6555
www.nzcgla.com

Consul General of Nicaragua
3550 Wilshire Boulevard, #410
Suite # 200
Los Angeles, California 90010
(213) 252-1170 or 1179
www.consuladodenicaragua.com

Honorary Consulate of Norway
468 North Camden Drive
Beverly Hills, California 90210
(310) 277-1293

Consul General of Pakistan
10850 Wilshire Blvd., Suite 1250
Los Angeles, California 90024
(310) 441-5114
www.pakconsulate.org
info@pakconsulate.org

Honorary Consul of Panama
402 W. Broadway, Suite 670
San Diego, California 92101
(619) 235-4441
www.panamatours.com

Honorary Consul of Papua New Guinea
P.O. Box 2631
Fallbrook, California 92028-2631
(760) 731-0436

Consul General of Paraguay
6033 W. Century Blvd., Suite 985
Los Angeles, California 90045
(310) 417-9500
www.paraguayconsulatela.com

Consul General of Peru
3450 Wilshire Boulevard, Suite 800
Los Angeles, California 90010
(213) 252-5910

Consul General of the Philippines
3600 Wilshire Boulevard, Suite 500
Los Angeles, California 90010
(213) 639-0980 thru 85

Consul General of Poland
12400 Wilshire Boulevard, #555
Los Angeles, California 90025
(310) 442-8500

Consul General of Portugal
1801 Avenue of the Stars, #400
Los Angeles, CA 90067
(310) 277-1491

Consul General of Romania
11766 Wilshire Boulevard, #560
Los Angeles, California 90025
(310) 444-0043
www.consulateromania.net

Honorary Consul of Saint Lucia
3216 New Mexico Avenue, NW
Washington, DC 20016
(202) 364-6792/95
2250 Century Hill

Honorary Cónsul of the
Republic of Malawi
Los Angeles, California 90067
(310) 557-9000

Consul General of Saudi Arabia
601 New Hampshire Avenue, NW
Washington, DC 20037
(202)342-3800
(202) 944-3126
www.saudiembassy.net/
2045 Sawtelle Boulevard
Los Angeles, California 90025
(310) 479-6000
www.us-saudi-business.org

Honorary Consul General of the
Republic of Singapore
595 Market Street, Suite # 2450
San Francisco, California 94105
(310) 373-7622 (wrong #)
(415) 453-4775

Slovak Republic Consulate – U.S.
10535 Wilshire Blvd., Ste. 1508
Los Angeles, CA 90024
(310) 474-7352
Honorary Consul of Slovakia
10940 Wilshire Blvd., #2030
Los Angeles, California 90024
(310) 209-1253
www.mzq.sk/
www.slovakembassy-us.org

Consul General of Slovenia
453 Rialto Avenue
Venice, California 90291
(310) 392-5820
(310) 392-4843
2410 California Street
Washington, DC 20008
(202)386-6601
www.mzz.gov.si

Consul General of South Africa
6300 Wilshire Boulevard, Suite 600
Los Angeles, California 90048
(323) 651-0902
www.link2southafrica.com

Consul General of Spain
5055 Wilshire Boulevard, Suite 800
Los Angeles, California 90036
(323) 938-0158
(323) 445-0484
www.mae.es-consulados/losangeles

Consul General of Sri Lanka
3250 Wilshire Boulevard, #1405
Los Angeles, California 90010
(213) 387-0210
(323) 965-1468
www.srilankanconsulatela.com

Honorary Consul General of St. Vincent
& The Grenadines
Dr. Cadrin Gill
231 W. Vernon Avenue, Ste. #101
Los Angeles, CA 90037
(323) 231-5181
cadrineg@msn.com
P.O. Box 6648
Malibu, California 90265-6648
(310) 457-8111

Consul General of Sweden
10960 Wilshire Boulevard
Los Angeles, California 90024
(310) 445-4008
www.swedenabroad.com

Consul General of Switzerland
11766 Wilshire Blvd, Suite # 1400
Los Angeles, California 90025
(310) 575-1145
www.eda.admin.ch

Honorary Consul General of Syria
Dr. Hazem Chebahi
3 San Joaquin Plaza, # 190
Newport Beach, CA 92660
(949) 640-9888
3 Civic Plaza, Suite #190
Newport Beach, California 92660
(949) 640-9888
www.syrianembassy.us

Consul General of Thailand
611 N. Larchmont Blvd, 2nd Floor
Los Angeles, California 90004
(323) 962-9574 thru 77
www.thai-la.net

Consul General of Turkey
4801 Wilshire Blvd., Suite # 310
Los Angeles, CA 90010
(323) 937-0118
6300 Wilshire Blvd., Suite 2010
Los Angeles, California 90048
(323) 937-0118

Consulate General of Great Britain
11766 Wilshire Boulevard, #1200
Los Angeles, California 90025
(310) 481-0031
www.britainusa.com

Consul General of Uruguay
429 Santa Monica Boulevard, #400
Santa Monica, California 90401
(310) 394-5777
consulategeneralofuruguay.visualnet.com

**California Consular Corps Offices
with Los Angeles Jurisdiction**

Consul General of Bolivia
3701 Wilshire Blvd., Suite 1065
Los Angeles, California 90010
(213) 388-0475
www.bolivia-usa.org

Honorary Consul of the Republic
of Cameroon
147 Terra Vista
San Francisco, California 94115
(415) 921-5372

Consul General of the Republic of
Cote d'Ivoire
1945 Washington Street, #606
San Francisco, California 4109
(415) 310-0812

Consul General of the Dominican
Republic
9001 Laurel Canyon Blvd. #204
Sun Valley, California 91352
(510) 864-7777

Consul General of the Arab Republic
of Egypt
276 Mallorca Way
San Francisco, California 94123
(415) 346-9700
www.egy2000.com

Consul General of Haiti
41 Joy Avenue, #C
Brisbane, California 94005
(415) 334-7930
2311 Massachusetts Avenue, NW
Washington, DC 20008
(202) 332-4090
embassy@haiti.org

Consul General of India
3550 Wilshire Blvd. #204
Los Angeles, California 90010
(213) 380-8855
www.cgisf.org

Consul General of Ireland
751 Seadrift Drive
Huntington Beach, CA 92648
(714) 374-8972
(714) 658-9832

Honorary Consul of Jordan
972 Mission Street, 4th Floor
San Francisco, California 94103
(415) 546-1155
www.jordanembassyus.org

**Los Angeles Sister Cities
(and dates of commencement):**

Athens, Greece (1984)
Auckland, New Zealand (1971)
Beirut, Lebanon (2006)
Berlin, Germany (1967)
Bordeaux, France (1964)
Busan, Korea (1971)
Eilat, Israel (1959)
Giza, Egypt (1989)
Guangzhou, People's Republic of China
(1981)
Ischia, Italy (2006)
Jakarta, Indonesia (1990)
Kaunas, Lithuania (1991)
Lusaka, Zambia (1968)
Makati, Philippines (1992)
Mexico City, Mexico (1969)
Mumbai, India (1972)
Nagoya, Japan (1959)
Salvador de Bahia, Brazil (1962)
San Salvador, El Salvador (2005)
Split, Croatia (1993)
St. Petersburg, Russia (1989)
Taipei, Taiwan (1979)
Vancouver, Canada (1986)
Yerevan, Armenia (2007)