



FELLOWS HANDBOOK

VIRGINIA CENTER FOR THE CREATIVE ARTS • THE MOULIN À NEF



WELCOME

TO THE VIRGINIA CENTER FOR THE CREATIVE ARTS

Since its founding nearly fifty years ago, the Virginia Center for the Creative Arts has hosted thousands of writers, visual artists, and composers in residencies that have advanced their practice, given time to specific projects, and allowed new ideas to flourish. The impact of VCCA on the cultural life of our nation and world is seen in museums and galleries, heard in concert halls and performance spaces, and read in publications too numerous to mention.

Since my first visit to the Moulin à Nef in 2003, I have been under the spell of VCCA's French location. Beauty of place is one key aspect – the green-gray Garonne river, fields of sunflowers blooming in season, golden stone houses, chapels, and marketplaces redolent of history – that provides daily inspiration. Another is the devoted, passionate staff members whose commitment to artists shapes the experience.

The other, and perhaps most powerful contributor to the magic, is the community that springs up from the random assembly of gifted people devoted to creative work. In Auvillar, shared shopping expeditions, meal-preparation, and experience of the local community bring Fellows together. That sense of community, which feels more important than ever in our rapidly-changing world, is a hallmark of VCCA.

VCCA thrives as a result of the strong partnership between the artists who benefit from its service and others who affirm the creative process through their support of VCCA. Please let us know what you find special about your experience here and what we might improve. Your advocacy, ambassadorship, and support put wind in our sails!

Yours,



Sheila Gulley Pleasants
Deputy Director and
Director of Artists' Services

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GOOD TO KNOW

WiFi

The password to access the WiFi network is **vccafrance**. See Doing Business on page 13 for more information.



STAFF

MOULIN À NEF

AMHERST, VIRGINIA



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DEPUTY DIRECTOR/
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ARTISTS' SERVICES



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FATIHA BOUKHRIS
HOUSEKEEPING
AND COOK



SABINE VAN DEN BERGH
FACILITIES STAFF



JOHN ALEXANDER
SUPPORT STAFF

AUVILLAR, FRANCE

AUVILLAR AND THE MOULIN À NEF

On the pilgrimage route of Saint Jacques de Compostelle, VCCA's Moulin à Nef is located in the picturesque Gascon village of Auvillar on the bank of the Garonne River. Pilgrims on their way to Santiago, Spain, walk past the front doors of the studios as they wend their way up to the village center.

VCCA has a long history of international exchange and was given the Moulin à Nef property and two restored buildings in 2004 by a Denver-based nonprofit. In 2006, VCCA Abroad was established to administer VCCA's international programming. With the acquisition of the Maison Vieillescaze as a living space for Fellows in 2012, the Moulin à Nef Studio Center was complete.

Since 2004, VCCA Fellows have enjoyed productive and inspiring residencies in the Cebo studio building. These residency experiences have often included interaction of some of the 950 year-round residents of the village, who are friendly, expressive, and willing to answer questions or chat. Small groups of interested supporters often come to our events.

There are many small, local community organizations and nonprofits in Auvillar, including VCCA France, a local Friends of VCCA group that supports VCCA and its Fellows. You are welcome to become a member of VCCA France with a small donation. Ask the Resident Director for details.

Auvillar is a busy town with events, festivals, and concerts throughout the season. VCCA Fellows are welcome to attend these local events.

What's in a name?

The names of the buildings at the Moulin à Nef are evocative of the local history of Auvillar. The name "Moulin à Nef" refers to the floating mills that were used along the Garonne until the 19th century. The boat was anchored and the power of the river's current was used to turn the mill wheel. It is said that the placement of these mills in the river allowed the owners to escape taxes that were placed on land-based mills. As these mills hindered the movement of commercial vessels and caused accidents, their use was discontinued in the mid-nineteenth century.

The studio building is called "La Cebo" after "La cebo d'Aoubila", the trademark floral motif of the old Auvillar faience-makers. Examples of this faience can be found in the Auvillar museum. In 1800, there were 400 ceramic producers in Auvillar, making it a local center for faience.

The office building which also includes the Resident Director's apartment is called "La Cloucado" or clutch of chicks in Occitan. The name comes from "La Cloucado do Molin" after "La Cloucado Marcabrun", the Occitan literary clique founded by Frédéric Mistral and friends: Provençal poets or latter-day troubadours, who inaugurated Auvillar's yearly festival of Saint Noé as part of their homage to their native Gascony.



YOUR ARRIVAL

PREPARING FOR YOUR RESIDENCY

Clothing

The weather is usually lovely but at times can be variable. You may want to bring a few warm items of clothing especially if your residency is in the spring or fall, definitely warm layers for mid-October to December. It can be very hot in the summer so sunscreen and sunhats are a good idea. There can be rain showers from time to time, a light jacket or small umbrella may be a good idea. For weather in Auvillar: www.meteofrance.com/previsions-meteo-france/auvillar/82340

Health and Travel Insurance

Be sure to establish appropriate coverage with your Health Insurance Provider and understand the process for making health insurance claims from France. You may also be interested in purchasing travel insurance for such needs as airlifts.

Laundry and Linens

VCCA supplies towels and bed linens, and you will be responsible for laundering them throughout your stay.

The Maison Vieillescaze has a washing machine for laundry which is shared between the Fellows, staff, and the Resident Director. There are clotheslines in the backyard for drying.

Transportation to Auvillar

With advance notice, and for a fee, staff can arrange to pick up Fellows from nearby train stations or airports. Email resident director Cheryl Fortier (cfortier@vcca.com) to make arrangements.

ARRIVAL

When you arrive for your Moulin à Nef residency in Auvillar, someone will show you to your studio and your lodgings.

Fellows in residence stay in the Maison Vieillescaze, a charming 19th-century country house next to the studio building. Each Fellow has a private bedroom and a shared bathroom, shared kitchen, and roomy shared living space. There is an upper outdoor balcony and a large backyard with patio tables where you can choose to have your meals, and spend time contemplating, writing, or sketching. There is also a large patio behind and adjacent to the studio building.

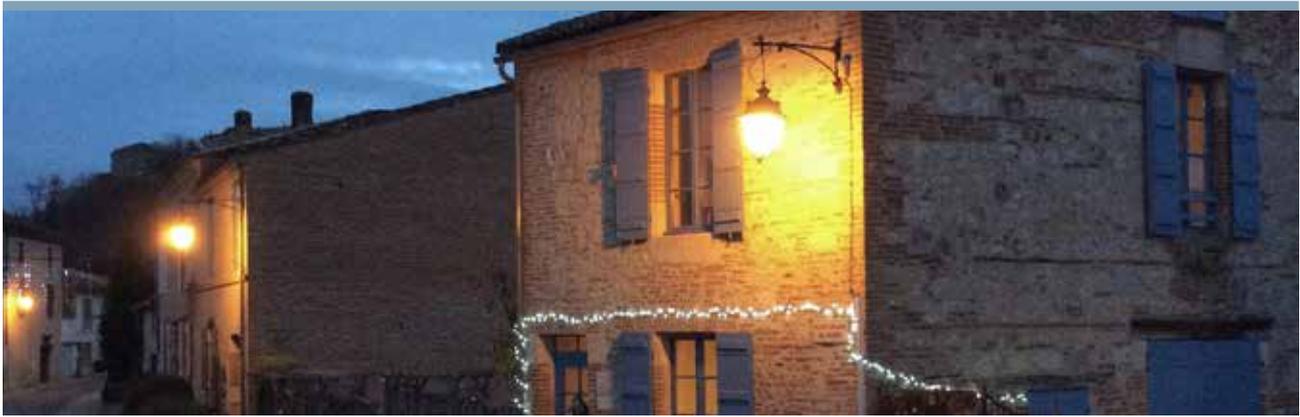
On your arrival day we will prepare a light meal for you. On your first morning you will be provided with a breakfast of coffee or tea, fruit, and pastries from the local bakery. A VCCA staff member will take you shopping for food and supplies in the neighboring village of Valence d'Agen.



GOOD TO KNOW

Forget something?

On your first day a staff member will take you shopping for food and supplies in the neighboring village of Valence d'Agen. Additionally, a Fellows Run happens weekly. See page 13 for more details.



LIVING HERE

Fellows at the Moulin à Nef live communally in the Maison Vieillescaze and therefore determine as a group how chores and cooking will be accomplished. You can choose to cook your own meals or have meals as a group. Please be open and understanding with each other about your needs and desires in respect to meals and chores. As residencies happen on a revolving schedule, Fellows will come and go at different times. Please welcome new Fellows into the Maison Vieillescaze and help them to settle into the routine.

It is important to remember that you are sharing a home with other Fellows. If you work late into the night or are an early riser, please take your housemates into consideration when you enter and leave the Maison Vieillescaze. While the outside walls of the house are thick, sound does travel within the house.

BEDROOMS

Feel free to personalize the room to your comfort but do not move the large armoire. Please insure that anything attached to the walls will not damage them when removed. We ask that you do not use the Fellows Residence for studio work. Upon departure please leave all linens in your room.

Bedroom door locks are very old fashioned and fussy so they may take some getting used to. You may have to pull gently on your bedroom door while turning the key.

BATHROOMS

There are three washrooms in the Maison Vieillescaze. The facilities upstairs are shared toilet and shower. There are two washrooms in the Cebo studio building: one at ground level near the staircase and one on the top floor straight ahead of the stairs. Out of respect for the Fellows with whom you share the bathrooms, please keep them clean!

GUESTS

The Moulin à Nef is committed to providing a space in which Fellows can focus on their work, therefore we discourage guests. If you require special consideration, please be aware that guests are limited to 4 nights at a rate of 30 euros per night. If a guest will be sharing the weekly meal with the Fellows, they will need to financially contribute for their portion of the meal.

If Fellows are working or relaxing in common areas, we appreciate that guests give them space and privacy. Guests are not welcome to work with you in your studio. Due to space considerations, it is impossible for special accommodation to be made for more than one guest at any time. Please contact the Resident Director well in advance if you would like to have a guest stay with you.



GOOD TO KNOW Energy Conservation

Electricity and water are much more expensive than in the United States. Being mindful of your use by turning off lights when you leave a room and limiting your shower time to help conserve resources.

HEATING AND COOLING

Do not be shy about asking Cheryl or John if you have questions or need help with the heating, especially with the remote controls.

Electric Heaters

You will find extra blankets in the armoire in your bedroom. Following are tips on using the electric heaters and heat pumps.

Settings: When in your room, turn the heater knob to the image of the sun and the second knob to #5. When you are not in your room during cool days and during the night you can turn the knob to Eco (image of the moon). This will lower the temperature without allowing the heater to cool off completely, saving on electricity costs.

In case of lovely warm weather, please turn your heater off during the day. If the air is warmer outside than inside the building, you can open your bedroom windows and common area windows to let the warm air in. Leave your bedroom doors open and the back doors of the house open for a while to help the warm air flow through the house. Close all windows and doors before the air cools off. Please do not leave the heaters running when the windows are open!

Each of the bathrooms has a heater. Turn it off when you leave the bathroom. When the bathrooms are humid, please leave the doors open once you exit to air them out.

The icons on the studio heaters may be a little different but the principal is the same as for the bedroom heaters.

Heat Pumps

In the living room and upstairs corridor, please turn the heat pumps on when you use these spaces, turning them off when you leave. To do this use the remote control, there is one on each floor. Push the "ON" button. The slats on the heat pump will open and within a few minutes you should feel some warmth. Remember that temperatures are celsius. Setting the temperature between 19° – 22° degrees should be sufficient. 22°C is about 72° F.

In the summer the heat pumps are turned to air conditioning. Please make sure that all windows and doors are closed when running the air conditioning.

Ventilation

For ventilation purposes you may wish to sleep/work with your windows open. There are window shutters that can be adjusted to regulate light and

the temperature in your room or studio. There may be mosquitoes in summer so it is a good idea to pack your favorite repellent just in case.

Shutters

Shutters are used to control room temperature and can be opened to an intermediate position allowing some light and air by hooking the outside hook to the inside handle after opening a few inches. There are hooks on the outside walls to hold the shutters in the studios and Maison Vieillescaze open against outside walls, please secure shutters when open. When it is hot, it is best to close the shutters in the house and studio against the sun during the main part of the day, opening them in the early morning and late day along with the windows to let the cool air in. Secure your windows in an open position with the stones that you will find in the studios. This will prevent them from being damaged in wind. Closing the shutters at night will help sound proof and keep light out.

HOUSEKEEPING

Housekeeping staff cleans bedrooms and washrooms between guests. Fellows in residence are responsible for keeping the house in order. Garbage bags, dishwasher soap, dish soap and other basic cleaning products are provided and can be found under the sink. Please inform the Resident Director when the cleaning products are getting low.

LAUNDRY

The washing machine is situated in the washroom, just off of the dining room, and is shared with the Resident Director. You are responsible for buying your own laundry products.

Instructions are on the shelf above the washer. A good rule is to use the coolest temperature; 30 C / 86 F or */cold and the rapide setting. Any other setting may take 1-2+ hours to cycle. The soap goes into the right hand slot, you do not need much. Dry your clothes on the clotheslines in the back yard and on the upstairs porch and/or drying rack. On cleaning days (will be posted) please leave the washer and lines free for the housekeeper to use.

LINENS

Bed linens and towels are provided and you are responsible for laundering these linens during your stay. Please keep linens and towels in your room except when they are being laundered. Upon departure please leave all linens in your room.

LOCKS

Be careful to keep the front doors of La Cebo and the Maison Vieillescaze closed and locked. Additionally,

when everyone is away from the house and studio building we recommend that all outside doors be locked. Auvillar is a safe place but has a lot of pedestrian traffic. You will see many pilgrims walk past the Moulin à Nef and sometimes campers will set up by the river or park RVs in the parking lot next door. Being cautious will keep you and your valuables safe.

To lock the outside door of the Maison Vieillescaze make sure that they are fully closed and pull the handle up to far right until you feel a click, then lock with key. These locks can be stiff. Unlock in a normal fashion, push the handle down to open.

PET/ANIMALS

Pets are not permitted at the Moulin à Nef. Fellows should not harbor or feed stray animals. Many guests who come here have allergies.

PLUMBING

The plumbing in the Maison Vieillescaze is old so please be gentle on it. There are plumbed food traps under the kitchen sink, in the showers, and under the studio sinks. If you let food and other particles go down the drain the traps will fill and back up. Please avoid putting solids into the sinks. If any plumbing issues arise, please notify staff immediately before they become a problem.

TRASH

Put all trash, in tightly closed bags, in the rolling trash bins with black lids located next to the stairs at the back of La Cebo. The Resident Director will put the bins out on recycling and trash days. Avoid inviting mice and cats into the house by putting away food and not eating in the bedrooms.

RECYCLING

Plastic, Cardboard, and Metal

The black rolling bins with yellow lids are for plastic, cardboard and metal recycling. They are located next to the outdoor sink in the back of La Cebo. Please put all material to be recycled in these bins, except plastic bottle caps.

Paper and Glass

Glass and paper are to be deposited in the large bins across the street in the corner of the parking lot 24/7. There are bins in the kitchen for clean glass and for paper as well as paper bins in your studios. Please empty these regularly.

SAFETY AND FIRE PRECAUTIONS

In the event of a fire, exit the building immediately and call 18 for the fire department.

Please keep fire safety top of mind by not leaving the stove unattended. Hot plates, irons, kettles, and coffee makers are not allowed in the bedrooms. The use of incense, candles, cigarettes, or any type of open flame is prohibited.

The buildings are equipped with smoke detectors. Fire extinguishers are in the kitchen and upper balcony of the house and in the entrance and top floor of the studio building. The small extinguishers are meant to be used on grease fires only, and there is one located beside the stove. Turn gas off in bottom left cupboard before using. Do not use the large extinguishers on grease fires! There is also an emergency exit ladder stored at the top of the staircase in the studio building.

SMOKING

The buildings at the Moulin à Nef are smoke-free environments. Please use ashtrays when smoking outdoors. The grounds are very dry in the summer, so please do not leave cigarettes or candles unattended.

WATER

The house has very hot water from the tap. Be careful when running a shower and washing dishes. Please take care, adjust cautiously, and make an effort to conserve. The tap water is safe to drink.

MEALS AND DINING

PROVISIONS

Except for two dinners each week and your first breakfast you are responsible for your own meals. On the night of your arrival, you will be provided with a light meal. After breakfast the next morning staff will take you shopping for whatever provisions you may need.

Once a week a Fellows Run goes to Valence d'Agen where there is a large outdoor market and many stores. Vival, a small grocery store in Auvillar, and a Sunday morning market in the village square are within walking distance. There is also a bakery that is open each day except on Wednesdays.

WEEKLY DINNERS

Twice a week, dinner is prepared for the Fellows and once a week, local guests may be invited. These dinners are typically cooked in the Maison Vieillescaze kitchen. One to two times per month Cheryl and John will host a French style dinner for the Fellows. Once in a while we may go to a local restaurant. The Resident Director will email the date, time, and location of the weekly dinner as it varies given activities and arrivals at Moulin à Nef.

If you meet someone you would like to include on the guest list, please check with the Resident Director a few days in advance of the dinner.

FELLOWS KITCHEN

Because you are sharing a house with other Fellows, it is up to you as a group to decide how to manage the cleaning, shopping, cooking and organizing. Remember to be honest about what works for you and to respect each others needs. When a new Fellow arrives, please welcome them and give them guidance so that they may quickly settle into life at Moulin à Nef.

The Maison V kitchen is equipped with a DeLonghi EC695 espresso maker. You can buy ground coffee locally but if you prefer to bring coffee with you the machine can be used with either ground coffee or ESE pods (dosettes). Please note that these pods are smaller than Senseo or other pods, make sure that the package says ESE. They are difficult to find in our local stores but can be ordered online.

Helpful Kitchen Tips

- Please keep track of fridge items and dispose of anything that is bad or unneeded, especially when your residency is over.
- A felt pen is attached to one of the fridge doors so that you can mark your food.

- There is a basket with your room number for storing your dry goods. You may find various products such as spices, vinegars, and oil to the right of the sink. Please help yourself and replace when empty.

HEALTH AND WELLNESS

AREA DOCTORS AND DENTISTS

The local doctor speaks some English and charges under 25 euros per visit. The dentists are similarly inexpensive. There is a very good pharmacy in Auvillar. The pharmacists speak some English and are really helpful. There are hospitals nearby in Moissac and Agen. See page 15 for listings.

EMERGENCIES

Emergency Medical (SAMU) : dial 15

HARASSMENT ISSUES

VCCA's community of artists is based on a foundation of respect, cooperation, and self-regulation. Discrimination or harassment towards any member of the community will not be tolerated. Fellows are expected to adhere to all national and local laws and regulations while in residence. Please bring any concerns to the attention of the Resident Director without delay. VCCA reserves the right to ask any individual to leave the residency for behavior that, in the judgement of the Resident Director, Director of Artists Services or Executive Director, contributes in any way to the disruption of the creative process or residential life at VCCA.

FIRST AID KITS

Basic first aid kits can be found in the upstairs bathroom and under the sink of the downstairs powder room in the Maison Vieillescaze as well as attached to the side of the supply cupboard in the entrance of la Cebo, the studio building.

GOOD TO KNOW

Coffee or Tea?

There is a kettle for making tea or coffee located on the upper floor of la Cebo (the studio building). Please bring all dirty cups back to the Maison Vieillescaze kitchen.





GETTING AROUND

FELLOWS RUN

Tuesday mornings (time TBA) the van leaves for a large outdoor market in Valence d'Agen. You will also have time to go to the grocery store and do other errands while there. Please bring your own shopping bags or you may purchase some at the grocery store. You may find some in the cupboard to the left of the oven.

WALKING

Walking is a fantastic way to see the village and nearby area. The upper village is located about 10 minutes (by foot) from the Studio building, which sits at the riverside. A portion of this walk includes a fairly steep but manageable hill that ascends to the village past the lavoir and through the old walled gate dating from the Roman era. The walk is well-lit if you like to walk at night. Cheryl and John can give you other ideas for walks and cycle routes once you are settled in at Moulin à Nef.

BICYCLES

Cycling is a very common form of transportation in the area and there is a nearby canal which is a lovely place to cycle or walk. There are bikes at the Moulin à Nef behind the Maison Vieilhescaze which you are welcome to use. There are 2 helmets, 2 bike locks, and a tire pump stored on the railing of the back stairs. The key for the locks on the newer (white and red) bikes hangs on the kitchen door frame. The tool needed for seat adjustment is kept in the small drawer under the stove. Please return these to their homes when you are done using the bikes.

TAXIS

All taxis are privately run. Contact information for Allo Taxi can be found in the Resource section of this handbook. Other numbers are available in the office.

RENTAL CARS

If you wish to rent a car when you arrive, you may do

so at the Toulouse airport. If you decide later to rent a car there is a garage in Valence d'Agen, 15 minutes away, that has a few rental cars. They rent through Europcar. This can be a good and inexpensive option for a field trip with other Fellows. If you are going to rent a car, size of rental car is something you may want to consider as village streets can be narrow. Manual transmission and diesel motors are standard on European cars. Cars with automatic transmission cost more to rent.

FUEL

The best price on fuel is at the Valence d'Agen supermarket pumps. The pay-at-the-pump machines may not accept American credit cards unless they have chips. Check that there is an attendant in the booth before you go to the pump.

TRAINS

The train is another option for getting around. You can easily make day trips to Bordeaux, Toulouse, Agen, and Albi from the station in Valence d'Agen. This is a great option for a little getaway. You can research and make arrangements online.



GOOD TO KNOW

Gassing up

Be sure that you know what type of fuel to put in the tank! In France, diesel is called *gazole* and gasoline is called *essence*.



IN THE STUDIO

LA CEBO

All of the studios are housed in La Cebo, a fully renovated 17th-century building adjacent to the Maison Vieillescaze. The walls and floors are made of stone and are not insulated for sound. While many artists prefer to work in silence, we know that just as many are accustomed to playing music while working. If you intend to listen to music, we ask that you use headphones so that all Fellows may work as they prefer. If it is necessary for you to use machinery from time to time, please communicate about it ahead of time with the other Fellows.

Living quarters and studio space are assigned prior to a Fellow's arrival. While we may not be able to fully accommodate specific working needs, we try to accommodate general needs. Please let the Resident Director know of any physical or working needs well in advance of your residency.

CERAMICS

If you have applied for a ceramic residency, please confirm this with the Resident Director immediately upon notice of acceptance as there is only one ceramic studio, and it is a flex space which can be used for painting, composing, and writing.

HAZARDOUS MATERIAL POLICY

No toxic, flammable, or hazardous chemicals are allowed in the Moulin à Nef facilities. Do not pour hazardous material or solvents down the drain.

FOR COMPOSERS

Moulin à Nef does not have a piano. We have one Casio CTK-2100 keyboard and can arrange for rental of another if necessary. Please contact the Resident Director regarding keyboard use or rental in advance

of your residency. If you will be using a keyboard, we ask that you bring headphones.

Some instruments are available and may be checked out during office hours:

- Banjo
- Six string (metal) guitar

An Italian mandolin and two bazooka/mandolas are also available for loan.

Please play instruments when and where they will not disturb other Fellows.

FOR PAINTERS

Clean brushes outside and close the lid of your solvent jar before entering the studio building. Dispose of used solvents in fuel can provided by outdoor sink. Put solvent covered rags in the bin provided and close lid. Brushes, hands, etc., may be washed at the outdoor sink.

The upstairs washroom and the bottom floor studio have large sinks. There is also a large sink outside behind the studio building. Please do not put chemicals, solvents, oil paints, or large quantities of watersoluble paints down the drain. Dispose of these in a responsible manner. If you decide to work outside on the terrace please use plastic and do whatever is necessary to prevent stains on the concrete and patio furniture.

There is a hardware store in Valence d'Agen where you can buy drop cloths to protect walls and floors. Drop cloths may also found at grocery stores.



ENGAGEMENT

The village of Auvillar has had extensive contact with North American artists for more than a decade, and we are keen to maintain this camaraderie between the Moulin à Nef, VCCA Fellows, and the villagers. From time to time we host casual events to introduce our wonderful Fellows to the village and we may invite some guests to our weekly dinners. We encourage you to feel at ease with the people of Auvillar who are warm and inviting and will probably wish to carry on a casual acquaintance with you when they see you on the street. We suggest that you introduce yourself as a VCCA Fellow when you meet people in the village.

COMMUNITY INTERACTION

The history of the Moulin à Nef has been to offer a cultural exchange opportunity for both the artist and the village of Auvillar. Each month (generally the second Wednesday), there is one event for the community, either a reading, open studios, recital, or demonstration. If this date falls during your residency, you will be asked to participate.

If your residency is 10 days or less in length, you are not required to participate in the monthly event. If this is the case or if your residency does not fall on this date, we encourage you to have a less formal exchange such as attending a community event or by

chatting with a neighbor. If you are a writer planning to give a reading, please consider having some work translated prior to your residency.

You can choose to do a project in the community outside of these dates, such as a cooking demonstration or gardening or cooking with a villager.

Staff is available to give you advice and assistance and can help you find community members to assist and partner with if desired. Please give staff lots of advance notice so that your event can be properly advertised and invitations sent out. If you have questions about your project Cheryl or Sabine would love to speak with you during office hours about your ideas.

DOING BUSINESS

Address:
18, Esplanade du Port
82340 Auvillar, France

Office Hours

Mondays, Tuesdays & Thursdays
14h - 16h (2 - 4 p.m.)

Office Phone

From inside France: 05-63-95-72-91
From Europe: (33)-5-63-95-72-91
From North America land line: (011-33)-5-63-95-72-91

Resident Director's Cell Phone

From inside France: 06-33-29-53-69
From Europe: (33)-6-33-29-53-69
From North America land line: (011-33)-6-33-29-53-69

The office is located at 18, Esplanade du Port, by the front door (street side). During the office hours staff will be available to assist you as needed and you can make local calls from the landline.

In emergency situations you can call or knock at any time. For non-emergency outside of office hours email or leave a note in the mailbox situated to the left of the office door.

The Resident Director lives above the office. Please respect that the office is in a private residence. Please use the front entrance at all times.

PRINTING AND COPIES

There are two printers available for use in la Cebo. Copies can be made during office hours (see above).

FELLOWS RUN

Each Tuesday (time TBD) the Fellows Run goes to the outdoor market in Valence d'Agen. Fellows also have time to go to the grocery store and do other errands. Bring your own shopping bags or purchase them at the grocery store. Bags are also available in the cupboard to the left of the oven. If you need transportation on days other than Tuesday or Thursday, see page 10 for options.

TELEPHONE

During office hours or a pre-arranged time you can make calls from the landline in the office. You can arrange to receive calls on the Fellow's cell phone

011-33-(0)6-44-12-95-01. You must be outside to get reception. We have a limited usage account on this phone so please be conscientious about the length of your calls. SKYPE and WHATSAPP work well with the internet.

MAINTENANCE

If a repair is needed in your bedroom, studio or the Maison Vieillescaze, please notify the Resident Director as soon as possible during office hours, by email, or leave a note in the office mailbox.

MONEY

The best and easiest options for getting cash is withdrawal from ATM machines. There is an ATM in the Toulouse airport terminal building as well as an ATM in Auvillar at the post office. There are several in the nearby village of Valence d'Agen where we will go once a week to shop. Do not bring US cash to exchange in France, it is very difficult to exchange. If you decide to do this, please exchange your cash at the currency counter at the airport when you arrive.

It is not possible to cash travelers checks.

PAYMENTS

All payments for shuttles, guests and guest meals, etc., may be paid during office hours.

POST OFFICE

11 rue des Moines, Auvillar
The post office is located up the street from the Gendarmerie, left hand side. An ATM is located outside to right of the door.

TECHNOLOGY

INTERNET

Password: vccafrance

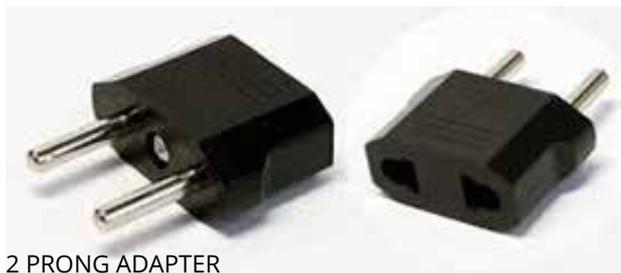
The Moulin à Nef has the highest speed connection currently available, a broadband wireless service, at 4mb. Everyone shares the same bandwidth. We ask that you refrain from downloading large files or streaming movies, tv shows or music, as this impacts all other users.

Wireless internet is accessible from the patio, in the studio and most areas of the Maison Vieillescaze. This is a shared connection. It will come up as la Cebo or Maison Vieillescaze.

The internet may go down at times, sometimes for a day or two. Do not touch the routers. If there are any problems with the internet or you have questions please speak with John, he will do his best to contact the provider and rectify the situation.

VOLTAGE

Voltage in France is 230 volts compared to 110/120 in USA and Canada. Simple plug-in adapters work perfectly on virtually all electronics – chargers for your devices, your laptop, etc. Adapters are not provided at Moulin à Nef – please bring your own. They're available at travel stores, Amazon, etc, and should look like one of these:



2 PRONG ADAPTER



3 PRONG ADAPTER

These adapters won't work for North American hairdryers unless they are special dual-voltage types – there are 230v hairdryers in each of the Maison Vieillescaze bathrooms for your use.

Transformers, a device that converts the voltage, are not necessary unless you have something very specialized.

POWER OUTAGES

There can be wind, lightning storms and power outages. We recommend that you unplug your electrical devices during a storm. You will find a flashlight in your room. Use of candles in the bedrooms or studio and fires are not permitted in the Maison Vieillescaze fireplaces.

PRINTERS

There are laser printers located on the upper floor of the Studio Building. They are for everyone's use so

please do not keep them in your studio. You may bring the small one to your studio when needing to print so as not to disturb others but please return it promptly to the common area when you are done. You must supply your own paper (available at the grocery stores and papeteries on market day) and if you are using it a fair amount we ask that you make a contribution towards ink (talk to the Resident Director about this).

RESOURCES

MOULIN À NEF ART COLLECTION

This collection is small but growing and may be used for fundraising at some point. If you are interested in donating artwork, please inquire at the office.

MOULIN À NEF FELLOWS LIBRARY

The Fellows library is in the office and you are welcome to sign books out. If you would like to donate a book, cd, dvd, score, etc., to this collection please inquire at the office.

LA CEBO BOOKCASES

These bookcases are located on the upper floor of the studio building. Books on the right side of the shelves are available as "take a book/leave a book." Books on the left, with purple and yellow dots, have been donated to the collection. We ask that they be returned when you are finished.

AREA GUIDE

Following is a list of places and services that Fellows may find helpful.

RESTAURANTS

LE PETIT PALAIS

05.63.29.13.17
7 Place de l'Horloge
Good cuisine using fresh local products with a nice patio on the main street. It is a good idea to make reservations. Opposite Tour de l'Horloge.
Closed Wednesday & Thursday.

BISTROT DU COIN D'AUVILLAR

05.81.78.66.16
2 Route de Castelsarrasin
Most reasonably priced, casual atmosphere, reliable food, indoor and outdoor seating, coffee, drinks, and music nights from time to time. Many locals dine here. On the main street past the clock tower, on the right side, set back from the street.

HÔTEL DE L'HORLOGE

05.63.3.91.61
2 Place de l'Horloge
A nice place to go for morning coffee. Good food, fresh ingredients, good wine list. Local products available to purchase in bar, tapas on Thursday evenings during the organic market. It is a good idea to make reservations.
Closed Friday.

LE BALADIN

5 Place de la Halle
Grill, salads, drinks, coffee and ice cream on nice days on the square in front of the Baladin hotel in the center of the village.
Open sporadically in good weather. During weekends open till 18h.

LE BACCHUS

05.63.29.12.20
Route de Valence
Traditional dishes, nice atmosphere, near la pharmacie.
Open 12h - 13h45 & 19h - 21h every day except Tuesday.

AUBERGE DE BARDIGUES

05.63.39.05.58
4-8 rue de la Fontaine
Award-winning restaurant 4 kms away. Always requires a reservation. They have a terrace overlooking the church and the countryside. If you have transportation, do not leave without indulging in this dining experience.
Check the hours, the menu, and reserve online at aubergedebardigues.com

L'AL DENTE PIZZERIA

05.63.32.20.55
1 Route de Castel Sarrasin
Eat in or take out. Located on main route near the clock tower, indoor and outdoor

seating, reasonable prices.
Open 12h - 13h30h and 19h - 21h each day except Monday.

SAVEURS CRÉOLES - PIZZAS À EMPORTER

06.99.56.69.51
This is a take-out pizza truck owned by a friendly couple who live in Espalais, the village across the bridge.
Thursday 18h to about 20h in Auvillar near the police station (Gendarmerie). Friday 18h to about 20h across the bridge and to your right in Espalais.

MEDICAL DR. TIBERU TUDORACHE

+33 (0)5 63 39 6160
Avenue Des Moines, Auvillar
Patients are seen on a first come, first served basis. Dr. Tudorache speaks French, English and Romanian. Walk to the top of the street that La Poste is on. You will see a building with a driveway and large glass window. Follow the signs that say Cabinet Medicale and the path that goes around to the back of the building where the door is located.
Monday and Wednesday 9h - 11h and 14h - 16h, Tuesday 14h - 18h, Thursday 9h - 11h Friday 9h - 11h & 15h - 17h, Saturday by appointment (24hrs in advance) 9h - 12h

DENTISTS

05 63 39 68 64
rue Bordettes
Dr. Pujol, Dr. Dubosc, and Dr. Le Doare.
There are no house numbers, but their names are on the door.

PHARMACIE D'AUVILLAR

05.63.39.65.04
pharmacieauvillar.fr
The pharmacists are very helpful. Do not hesitate to talk to them if you need some advice on health issues. Several of them speak some English. The pharmacy also sells toothpaste, shampoo, natural remedies, foot care, sunscreen, bug spray etc.
Open Monday 14h - 19h, Tuesday - Friday 9h - 12h15 & 14h15 - 19h, Saturday 9h - 12h15 & 14h15 - 18h

GROCERIES

VIVAL

8 Place de l'Horloge
Grocery store located in village, on main road across from the clock tower. Bread and croissants are for sale when the bakery is closed. Vival offers a small selection of deli food.

Monday - Saturday 7h - 19h. Holidays 8h - 12h30.

ORGANIC MARKET

at the Hotel de l'Horloge
VCCA has a membership to this small co-operative organic market. It is a self-serve market, you bag, weigh your items, list them, total and pay. Many locals have a drink at the bar on market night. The chef makes tapas for 5€ a plate. Bring bags!
Thursday 18h30 - 19h30.

MARCHÉ D'AUVILLAR

Sunday morning under la Halle from about 8h30 - 12h30.

BOULANGERIE - PATISSIER ANDRÉ & AURORE

Lovely local bakery on rue de Sauvetat, around corner from Vival.

Monday - Saturday 6h30 - 12h30 & 15h30 - 19h30 Closed Tuesday in July and August, closed Wednesdays all other months.

SERVICES

LA POSTE

11 rue des Moines
Open Tuesday - Saturday 8h45 - 12h30

ÉGLISE ST. PIERRE

10 rue de Petite Palais
Masses are held each Saturday at 18h.
There is a weekly Sunday mass at 11h in Valence d'Agen.

SALON ANNIE

05.63.39.60.14
7 Route de Castelsarrain
Men's and Women's hairstyles by appointment.
Tuesday - Thursday 9h - 12h & 14h - 18h30 Friday & Saturday 9h - 17h

STÉPHANIE COURCHINOUX - SOPHROLOGUE - SOL EN ZEN

06.83.09.51.37
17 place de l'Horloge
www.solenzen.fr
By appointment: foot reflexology and relaxation treatments. Small boutique selling organic & natural massage oils, skin care.
Open Tuesday - Friday 10h - 12h Saturday 15h - 19h Sunday 10h30 - 12h & 15h - 19h

ALLO TAXI NELLY

cell: 06.87.53.92.74
land: 05.63.39.89.76

SQUASH CLUB

05.63.29.16.81
rue de Donzac, just up the road from the MaN, on the right
www.cc-deuxrives.fr
5,50€ drop in or 21€ for a month
Monday, Tuesday, Thursday, Friday 12h - 14h and 16h30h - 20h30, Wednesday 12h - 20h30h, Saturday 11h - 17h30h.

GALLERIES AND SHOPPING

ARKAD

09.83.87.00.99
7 Place de la Halle
A lovely galerie located in the village square and owned by artists and VCCA friends Nanie & Daniel. Also a contemporary art space where they have working studios, occasional concerts, conferences and special events.
Open Monday, Tuesday, Friday, Saturday 14h-18h, Sunday 10h-18h

GALERIE BLEUE RÉGLISSE

Place de la Halle
Gallery with a lovely courtyard garden located in the village square.
Open Tuesday-Saturday 10h-12h and 15h-18h. Closed Sunday afternoon.

AUVILL'ART GALÉRIE ET SALON DE THÉ BIO

06.38.03.18.65
11 rue de l'Horloge
A nice place to sit and write with a cup of tea or coffee. Open sporadically in the spring, longer hours in the summer.

LES MUSÉES D'AUVILLAR

A wonderful collection of faïence ceramics that were made in Auvillar. The museum is located around the corner from the mayor's office. To get into the museum for free bring the membership card that is hanging on the kitchen

door frame. Please return it afterwards.
All days except Tuesday 14h30 - 18h30.

OFFICE DE TOURISME D'AUVILLAR

05.63.39.89.82
l'Ancien Couvent des Ursulines
Where to go when looking for local events, places to visit and to buy local products and postcards. The staff is very helpful.
Open every day 10h - 12h30 & 14h - 18h and after July 1st they are open until 19h.

LA MAIRIE D'AUVILLAR

05.63.39.57.33
Place de la Halle
Monday - Tuesday 8h - 12h, Wednesday 9h - 12h and 14h - 17h30, Thursday - Friday 8h - 12h, Saturday 9h - 12h

SAVONNERIE DE LA TOUR

Rue de l'Horloge
Local soap shop on rue de la Tour near the clock tower.
Open Saturday and Sunday from 10h - 13h & 15h - 19h starting in May. Open every day in July & August.



YOUR DEPARTURE

VACATING SPACES

When you leave we ask that you leave the studio as you found it, swept, garbage and recyclables disposed of, holes filled, smudges etc., cleaned off of walls, tape or sticky matter removed, and painted if needed. Please ask the Facilities Staff if you have any questions about this or if you need filler and paint.

BUSINESS MATTERS

YOUR ACCOUNT

Please settle your account before you leave. Be sure to see the Resident Director regarding miscellaneous charges. We accept cash in euros, American Express, Discover, MasterCard, VISA, and PayPal.

MATERIALS

Please return your keys and handbook to the office. Please return any books you may have borrowed.

SHIPPING AND TRANSPORTATION

If you need transportation to the train or bus terminals or the airport, make arrangements at least two weeks in advance of your departure.

Arrangements for the shipping of packages are the responsibility of each Fellow. Packages can be mailed via la poste, in the village or via DHL or FedEx through their respective websites. Be sure that you have completed the necessary documents for international shipping.

SURVEYS

After your departure from the Moulin à Nef, please look for a post-residency survey via email. The initial portion of the survey asks for you to share your residency experience in your own words. The second part of the survey is a review of our services and facilities. Please help us improve the experience of a residency at VCCA by sharing your feedback.

For more on staying connected to VCCA see page 18.

STAYING CONNECTED

SOCIAL MEDIA

Follow us on Facebook, Instagram, and Twitter for news and regular features on VCCA Fellows.

You are also welcome to join the VCCA Fellows Facebook page. This group is administered by Fellows and welcomes postings regarding your work and accomplishments and the sharing of opportunities. Check it out at bit.ly/fellows-facebook

FELLOWS AND FRIENDS GATHERING

VCCA schedules periodic events in areas where we have concentrations of Fellows. Watch your email for announcements and enjoy the chance to reconnect with friends from VCCA.

FELLOWS UPDATES

VCCA is always interested in the trajectory of your career and the works you created here. Please keep us informed by emailing news to vcca@vcca.com. We also always appreciate a mention of VCCA in your credits!

VOLUNTEER

Fellows Council

The Fellows Council is an advisory group that serves as a point of communication between Fellows and VCCA leadership. The Council advises the board regarding matters of vital importance to Fellows in residence, including renovation of the physical plant, outreach for the highest quality artists and diverse populations, residency fees, and fundraising. The Council is composed of 10 to 12 Fellows working in a variety of disciplines. Members serve four-year terms. If you are interested in service on the Council, please contact the Deputy Director.

Board Committees

Occasionally, VCCA will seek Fellows input on a committee or task force. For more information please contact the Deputy Director.

VCCA Volunteer Days at Mt. San Angelo

Twice a year VCCA hosts a volunteer day to help staff maintain our beautiful grounds. Volunteers typically help with raking, weeding, or other small projects on the property. Watch your email or social media feeds for announcements regarding these opportunities.

NEWS

We'd like for you to stay connected to VCCA. As a Fellow, you will receive regular emails and newsletters from us. To change your communication preferences, email vcca@vcca.com.

SUPPORT VCCA

VCCA's Annual Fund directly supports residencies for over 400 writers, visual artists and composers each year, at Mt. San Angelo in Virginia and at the Moulin à Nef in France, and is the single most important component of VCCA's fundraising efforts. Gifts to the Annual Fund may be made online at www.vcca.com/support/, through the Boxwood Collective, or by calling the office.

VCCA BOXWOOD COLLECTIVE

The Boxwood Collective brings together Fellows and friends who give back to VCCA through easy and convenient monthly donations. These gifts provide a steady income stream to VCCA and provide a budget-friendly way to give back.

CONTACT US

Interested in learning more about how you can help VCCA? Please call our Development Office at (434) 946-7236.

INTERNATIONAL EXCHANGE

International programs are open to all Fellows after their first residency with VCCA. The application deadline for international programs is September 15.



SALZBURG, AUSTRIA

A cultural exchange with the city of Salzburg, this six-week residency for a visual artist that provides a combined studio and living space, as well as a stipend.



TYRONE GUTHRIE CENTRE County Monaghan, Ireland

One-month residency for a Fellow seventy miles from Dublin. The Centre provides a residential program similar to VCCA, providing artists with private studios and prepared meals in the company of other visiting artists. This opportunity rotates through the genres.



OBERPFÄLZER KÜNSTLERHAUS Schwandorf, Germany

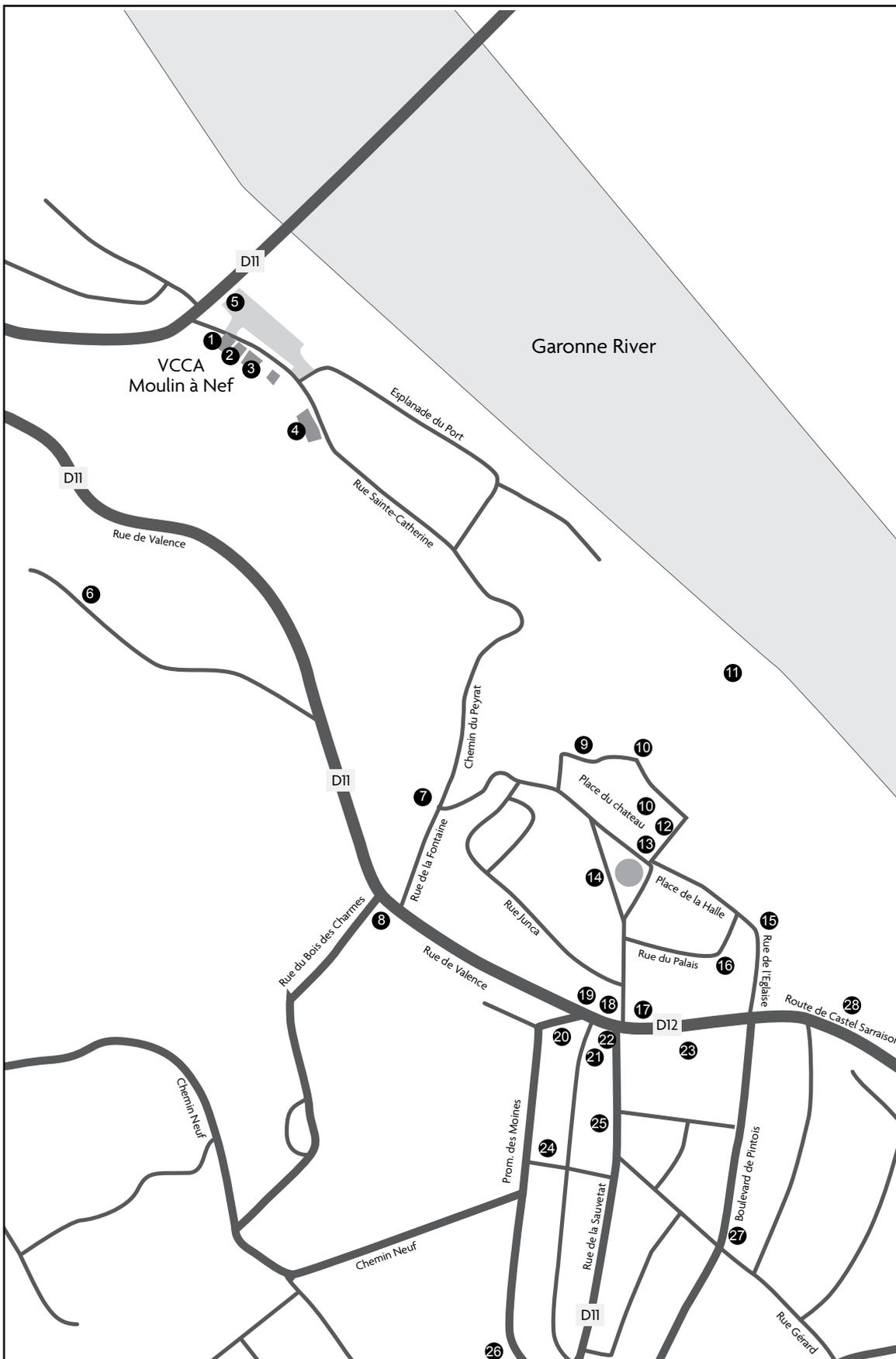
Six-week residency opportunities featuring private rooms, a shared living area, and kitchen. A daily stipend is provided.



SCHLOSS PLÜSCHOW Mecklenburg, Germany

Four-week residency for a visual artist in a large studio and adjacent apartment with bathroom and kitchen facilities in a 17th-century chateau housing other artists' studios near the Baltic Sea.

Moulin à Nef and Auvillar



Moulin à Nef

1. La Cloucado (Office)
2. La Cebo (Studio building)
3. Maison Vieillescaze (Fellows Residence)

Auvillar

4. Chapelle St. Catherine
5. Recycling
6. Chapelle N.D. de Salut
7. Lavoir (Laundry)
8. Pharmacy
9. Office de Tourisme
10. Toilettes
11. Point de vue, table d'orientation
12. Musee
13. Mairie (Townhall)
14. La halle au grain
15. Eglise Saint-Pierre
16. Maison des consuls
17. L'Aldente Pizza
18. Tour de l'horloge
19. Hotel de l'Horloge & Restaurant
20. Gendarmerie (Police)
21. Petit Palais Restaurant
22. Vival Grocery
23. Alta Villa Restaurant
24. Poste / ATM
25. Bakery
26. Bibliotheque / Doctor
27. Dentist
28. Salle des Fetes (Community Center)