



Funded by
the European Union

Regional Network for Cultural Diversity (READ)

Call for Applications - Support of multilingual projects
Guidelines for applicants

Deadline for submission : 10.02.2021



LOJA



Table of content

I. Regional Network for Cultural Diversity Sub-Grant Scheme	2
1. Objectives — Themes & priorities — Activities that can be funded —Expected impact.....	3
1.1 Objectives.....	3
1.2 Priorities	3
1.3 Activities that can be funded	3
1.4 Expected impact	3
2. Timetable & available budget.....	4
2.1 Timetable.....	4
2.2 Budget.....	4
2.3 Technical assistance and Networking.....	4
3. Admissibility conditions.....	5
3.1 Admissibility	5
4. Eligibility criteria.....	5
4.1 Eligibility of applicants.....	5
4.2 Eligibility of activities	5
4.3 Languages.....	6
4.4 Works.....	6
4.5 Duration.....	6
4.6 Location.....	6
4.7 Eligible and ineligible costs.....	6
5. Award criteria	7
6. Notification from READ TEAM.....	8
7. How to submit an application	9
8. Contract Notice	10

I. Regional Network for Cultural Diversity Sub-Grant Scheme

➤ Introduction and background of the Call

In Western Balkan societies, the ongoing processes of nation-building interact and intersect with the manifold challenges of post-socialist transition, post-conflict reconciliation, democratization and European integrity. In this context, communication between citizens in Western Balkan countries still remains low, especially in the sense of reconciliation and intercultural dialogue and exchange.

Therefore, the consortium of 6 CSOs from five Western Balkan countries and Turkey was established within the regional EU funded project, Regional Network for Cultural Diversity (READ), with aim to enable civil society actors to foster and contribute to intercultural tolerance and democratic values with particular focus on youth.

The consortium consists of:

- ❖ Goethe-Institut Skopje (North Macedonia)
- ❖ Association Krokodil (Serbia)
- ❖ Center for Balkan Cooperation – Loja (North Macedonia)
- ❖ Instituti I Librit dhe i Promocionit (Albania)
- ❖ Kalem Culture Association (Turkey)
- ❖ Qendra Multimedia (Kosovo)

➤ Regional Network for Cultural Diversity Approach

READ Project foresees an unobtrusive approach to intercultural reconciliation and strengthening the cultural competencies especially among CSO's in the target countries through capacity building and sub-granting support for design and implementation of actions that will strength intercultural ties. READ has foreseen a funnel approach implemented through first Open Call divided in to different sections:

- ❖ Open Call 1 – “Support of **multilingual** projects in five countries” and
- ❖ Open Call 1 – “Support of **intercultural** projects in five countries”

The Open Call 1“Support of multilingual projects in five countries” aims to support the regional diffusion of work from target countries. The purpose of this effort is expected to be for translation, in combination with presentation and promotion of regional literature. The support from this project will supplement and significantly scale-up the inter-regional translation of authors from Western Balkan and Turkey. Sub-grantees will receive financial support up to **2.000€** to cover costs related to translation, design and print, and promoting of regional literature.

The Open Call 1“Support of intercultural projects in five countries”, aims to promote cross-cultural cooperation in the region. The purpose of this call is to promote literature, reading and cultural diversity. The objective is to widely disperse support to a number of grassroots cultural initiatives across the countries and to promote their networking and cooperation. Sub-grantees will receive financial support up to **3.000€** to cover costs for their work in field of music, theatre, audio and video production, multimedia etc.

Open Call 1 " Support of multilingual projects in five countries

1. Objectives — Themes & priorities — Activities that can be funded —Expected impact

READ announces this Call for Applications to provide support to CSOs to strengthen multilingual capacities of CSOs to better advocate reconciliation, intercultural literacy and tolerance through the first Sub-Grant Scheme Cycle LOT1: Support of multilingual projects awarding 12-15 small grants to CSOs from Albania, Kosovo, North Macedonia, Serbia and Turkey (the target is approximately 2-3 sub-grants per country) with amount up to EUR 2.000 per sub-grant.

1.1 Objectives

The **key objective** of the multilingual projects is to support regional diffusion of works from the targeted countries. To this end, the bulk of the effort under the multilingual projects is expected to be for translation, in combination with presentation and promotion of regional literature. The key need that has been identified by this project is that the authors from target countries remain unrecognized in the region because their work is not translated. READ will provide support to CSOs to perform initiatives within their native countries, by awarding small grants that will contribute to achieve the following **overall objectives**:

- Promoting intercultural literacy and democratic values through reading culture and exposure to interregional literary works
- Fostering regional cooperation between civil society actors to promote reconciliation and normalization
- Supporting cultural and linguistic diversity in the Western Balkan, Turkey and beyond
- Strengthening the transnational circulation and diversity of Western Balkan and Turkish literary works in the long term
- Improving access to Western Balkan and Turkish literary works regionally and beyond and reach new audiences.

1.2 Priorities

- ◇ Encouraging translations from local authors among Western Balkan countries and Turkey into the different local languages from the targeted countries
- ◇ Encouraging translations of less represented genres such as works for young public (children, adolescents and young adults), comics/graphic novels, short stories or poetry
- ◇ Encouraging the appropriate use of digital technologies in both the distribution and promotion of the works
- ◇ Increasing the visibility of authors (In this regard, it will be required to include a biography of the author in each translated book)

1.3 Activities that can be funded

Translation, publication, distribution and promotion of a regional literature.

1.4 Expected impact

- Increased offers of books from local authors on territory of Western Balkan and Turkey;
- Increased number of local titles available into national markets and greater possibilities for readers to access quality regional literature;
- Increased visibility of literary translators and enhanced professional opportunities;
- Overcome language barriers in the region;
- Changed attitudes and perceptions among young people regarding cultural otherness especially those tied to historical disagreements and conflicts.

2. Timetable & available budget

2.1 Timetable

Call for Application process	Date / Month
Launching the Call	23 rd of December 2020
Information session	12 th of January 2021 (11:00 at local time)
Final Frequently Asked Questions (FAQ) sent to applicants	19 ^h of January 2021
Deadline for submission of applications	10 th of February (until 00:00 local time)
Notification to applicants on the results of the qualitative assessment	20 – 28 th of February 2020
Sub-grant Agreement signature	March 2020

2.2 Budget

The available sub-grant budget is EUR 80.000 in total for three rounds in three years. For the first round available budget is EUR 28.000. **Maximum sub-grant amount per applicant is EUR 2.000.**

<p>Interested candidates can also co-fund their projects with maximum 50% co-financing participation of the total sub-grant amount. The balance – co-financing (i.e. the difference between the total cost of the action and the amount requested from the READ Project) must be financed from the applicant's or partners' own resources, or from other donors (for ex. if the required sub-grant amount from READ is €2.000, then co-financing participation should be max. €1.000).</p> <p>NB: In kind contributions cannot be considered as co-financing. Sub-contracting is not allowed.</p> <p>The co-financing is not obligatory if the READ sub-grant funding covers the action in total.</p>

We reserve the right not to award all available funds or to redistribute them between the call priorities, depending on the applications received and the evaluation results.

2.3 Technical assistance and Networking

Once the initiatives are selected, the Project partners will monitor the project implementation and provide technical assistance to all recipients based on their specific levels of competence. Technical assistance will be provided through tailor-made mentoring for sub-grantees to further strengthen their capacities and to respond to their specific needs, including public relations, communications, evaluations etc. Administrative and Finance Staff (Goethe-Institut Skopje) will conduct mentoring related to financial reporting while the Project partners will provide mentoring related to the program aspects.

READ will support the sub-grantees to develop and implement initiatives and build partnership regionally and internationally through organizing online and offline networking meetings for exchange information, experience and lessons learned, discussion on faced challenges, possible ways of resolving them, and possibilities for better cooperation with other interested parties in the region.

The awarded sub-grantees will become part of the national networks established in their respective countries which constitute the regional READ network.

3. Admissibility conditions

3.1 Admissibility

Applications shall comply with the following requirements:

- The applicants are CSOs from the targeted countries and include activities within them
- The proposed initiatives demonstrate clear vision, catering to the particular needs of the citizens
- The application form is submitted electronically via the Goethe Application Portal (GAP)
- The Application is submitted before the call deadline (see time-table section 2.1)
- The requested financial support does not exceed the maximum sub-grant amount
- The application form is fully completed and contains the required attachments (see section 7)

GENERAL RULES

4. Eligibility criteria

Applications which comply with the following criteria will be subject of an in-depth evaluation.

4.1 Eligibility of applicants

The applicants need to be:

- non-profit making;
- civil society organizations;
- directly responsible for the preparation and management of the project with co-applicant(s);
- registered in Albania, Kosovo, North Macedonia, Serbia or Turkey for at least 6 months before the date of publication of the call (23rd of December, 2020);
- working on one or more of the thematic areas of relevance of this Call for Proposals

Applicants must submit a declaration on their honor, completed and signed, attesting to their status as a legal person and to their financial and operational capacity to complete the proposed activities.

4.2 Eligibility of activities

The following is the list of activities, but not limited to, that will be considered as eligible for this Call for Applications:

- Translation, publication, distribution and promotion of a regional literature;
- Projects should have a regional dimension
- They should consist in the translation, publication, distribution and promotion of the books as a package, based on a sound and defined editorial strategy.

Activities can include special events and marketing/distribution activities organized for the promotion of the translated works of high valued books, including digital promotion tools and promotion of authors at book fairs and literary festivals.

As a complement to the package, projects can also include the partial translation to help foster the selling of rights either within Western Balkan and Turkey or beyond. Financial support to third parties is not allowed.

4.3 Languages

Projects have to comply with the following requirements concerning languages:

- The source language and target language must be “officially recognized language”
- The target language must be the translator's mother tongue (except in cases of less frequently spoken languages if the applicant provides sufficient explanation.
- Translations must have a cross-border dimension; hence, the translation of national literature from one official language into another official language of the same country is not eligible

The work of the author which will be translated should be distributed in another eligible country (for ex. the literary work of a Turkish author should be distributed in different eligible country and in different local language).

4.4 Works

Projects have to comply with the following requirements concerning the original literary works (as a source):

- Works in paper, or digital format (e-books) and audiobooks are both eligible;
- The works to be translated and promoted must be works of fiction with a high literary value, irrespective of their literary genre, such novels, short stories, plays, poetry, comic books and children's fiction
- The works must be written by authors who are nationals of, or residents in an eligible country
- The works must have been previously published
- The works must not have been previously translated into the target language, unless previously was partially translated (electronic copy of books proposed for translation has to be provided, if an electronic copy is not available when requested, an electronic scanned copy of the covers and the first and last 5 pages of books can be accepted).

4.5 Duration

Projects may not be implemented longer than 9 months.

Activities may not start before the date of signature of the Sub-grant agreement (or notification of the sub-grant decision). However, if the applicant is in a situation where he or she cannot put the project on hold for the duration of the selection procedure for duly justified reasons inherent to the nature of the project's process, the period of eligibility of costs related to the project may start before, but in no case earlier than the date of submission of the application, if requested by the applicant and duly justified at the application's stage.

4.6 Location

The activities should be implemented in Albania, Kosovo, North Macedonia, Serbia and Turkey.

4.7 Eligible and ineligible costs

Only “eligible costs” will be covered by a grant from Regional Network for Cultural Diversity project. The categories of eligible and non-eligible costs are indicated below. Eligible costs are costs actually incurred by the beneficiary of a grant which meet the following criteria:

- ◇ They incur during the duration of the action;
- ◇ They are indicated in the estimated overall budget;
- ◇ They comply with the requirements of applicable tax and legislation

It is therefore in the applicants' interest to provide a realistic and cost-effective budget.

Eligible direct costs

The eligible direct costs for the action are those costs which, with due regard for the conditions of eligibility set out above, are identifiable as specific costs directly linked to the performance of the action, such as:

- ◇ Costs for translation
- ◇ Cost for buying intellectual property rights
- ◇ Costs for editing
- ◇ Cost for design and printing
- ◇ Costs for distribution of the literary work
- ◇ Costs for dissemination and promotion of the work

Ineligible costs

The following costs are not eligible:

- ◇ Debts and debt service charges (interest);
- ◇ Provisions for losses or potential future liabilities;
- ◇ Purchases of land or buildings;
- ◇ Purchases of vehicles;
- ◇ Office rent, unless the applicant can demonstrate that additional and specific office rental is necessary for the purpose of the action implementation;
- ◇ Currency exchange losses;
- ◇ Taxes, including VAT, unless the beneficiary or co-beneficiaries can demonstrate they cannot reclaim them;
- ◇ Credit to third parties.

5. Award criteria

The READ Call for application will support innovative and bold proposals that:

- Directly support the Regional Network for Cultural Diversity objectives and demonstrate commitments towards enhancing the cultural diversity
- Introducing original and creative ways to open channels of communication between regional cultural actors
- Provide creative and effective strategies for engaging their targeted audience
- Strategically use traditional and new media for increased visibility
- Promote an integrative approach with focus on ethnicity, gender and age
- Foster partnership and cooperation between the various stakeholders, including civil society, media, and government institutions at local or central level, education and business sector.

The forming of the network and the financial support for the sub-grantees will also be based on the principles of promoting integration, social cohesion, diversity, advancement of human rights and non-discrimination, which will be encouraged through the rules and procedures for the public calls and selection of sub-grantees.

The CSOs, as lead applicant, will need to submit their application using Goethe Application Platform, including a precise Timeframe of Implementation and Budget Form and other relevant attachments: copy of registration documents, CVs of key personnel, information on partners and letters of commitments.

This call is subject to the standard submission and evaluation procedure (one-stage submission + one-step evaluation). Applications will be checked for formal requirements (admissibility and eligibility), then evaluated by a Selection

committee (assisted by independent outside experts) against the operational capacity and award criteria, and then listed in a ranked list according to their quality score.

The Selection Committee of the Project READ will assess applicants based on the following award criteria:

	Award criteria	Max. score
1	Relevance to the needs and issues addressed	40
2	Quality of the content and activities	30
3	Dissemination of project results, impact and sustainability	20
4	Financial proposal	10

1. Relevance - This criterion evaluates the relevance of the content of the action including Regional dimension vis a vis the objective of the Call for proposals.

2. Quality of the content and activities – This criterion evaluates the adequacy of the methodology to the objectives including target group, selection methods, the marketing strategy, the feasibility and cost-efficiency.

3. Dissemination of project results, impact and sustainability – This criterion assesses the impact of the support on availability, the visibility and the potential audience of the regional works.

4. Financial proposal - Does the budget demonstrate value for money, is it reasonable that this organization will be able to manage the applied amount and carry out the activities.

The award criteria help to evaluate the quality of the applications in relation to the objectives and priorities set forth in the guidelines, and to award grants to projects which maximize the overall effectiveness of the Call for proposals. They cover the relevance of the action, its consistency with the objectives of the call for proposals, quality, expected impact, sustainability and cost-effectiveness.

An applicant can receive a maximum total of 100 points. Following the best practices, a threshold of 70 points will be set by the Selection Committee and only applicants exceeding this level will be considered.

6. Notification from READ TEAM

Approval, rejection, or conditional approval mails will be sent to the applicants. Approved applications will receive Sub-grant Agreement outlining the recipient organization's legal obligations, which will be based on the implementation timeframe from each application. In line with the Grant Agreement, the sub-grantees will conduct administrative preparation including registering the project with the respective tax Authorities.

Goethe-Institut Skopje will manage all aspects of implementation of the sub-grant Agreement with each of the sub-grantees, distributing funds and monitor the implementation, facilitating communication and problem-solving when necessary. The Project Partners from different Western Balkan countries and Turkey will play significant part of the

monitoring process providing support to the sub-grantees through coaching and mentoring in order to facilitate successful implementation.

Successful applications will be invited for signing Sub-grant Agreement

7. How to submit an application

All applications must be submitted electronically via the Goethe Application Portal:

<https://kulturfoerderung.goethe.de/r.aspx?q=Ct9PbAFZ>. The application will have 2 parts:

- Part A (to be filled in directly online) — contains administrative information about the applicant organizations (and partner's organization, if there is any), short description of the project (English) and long description of the Project (local language or English)
- Part B - Annexes & supporting documents - (to be uploaded as PDF files or excel doc.)

Mandatory annexes & supporting documents for this call are:

- Detailed budget form in Excel (for planning and executing the Budget, applicants should use the exchange rate published on the Infor-euro website available at: http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/inforeuro_en.cfm)
- Timeframe of Project implementation in Excel
- Self declaration-signed
- CVs of core project team or/and CV of the Organization
- Registration form of the CSO's

The informative sessions for potential applicants will be organized by READ Project Partners, in form of webinars for up to 1 hour. One informative session will be held within each of the five Western Balkan Countries and Turkey, conducted in local language.

Albania: 12th of January 2021, 11:00am at local time (contact us on the mail: instituti.libri.promocioni@gmail.com for more information)

Kosovo: 12th of January 2021, 11:00am at local time (contact us on the mail arif@gendra.org for more information)

North Macedonia: 12th of January 2021, 11:00am at local time (contact us on mail lojaculture@gmail.com for more information)

Serbia: 12th of January 2021, 11:00am at local time (contact us on mail office@krokodil.rs for more information)

Turkey: 12th of January 2021, 11:00am at local time (contact us on mail info@itef.com.tr for more information)

Please follow us on [Facebook](#) and [Instagram](#) READ project page for more information and links about the informative session.

For any administrative and financial questions regarding the applications please contact us on the email: read-grants@goethe.de

8. Contract Notice

Following the decision to award a sub-grant, the sub-grantees will sign a contract based on the standard grant contract. The contract notice will be send by March, 2021, when the projects will intend to start with the implementation.

The sub-grantees upon signature of the contract will receive 60% of the total agreed budget of the project, while the remaining amount of 40% will be distributed upon the approval of the final narrative and financial report.