



Funded by
the European Union

Regional Network for Cultural Diversity (READ)

Call for Applications - Support of intercultural projects
Guidelines for applicants

Deadline for submission : 10.02.2021



LOJA



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“Vërtetëgjatë traditë, promovues gjatë rishtet.”



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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 Calls divided in to different sections:

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

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.

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.

Open Call 1" Support of intercultural 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 intercultural capacities of CSOs to better advocate reconciliation, intercultural cooperation and tolerance through the first Sub-Grant Scheme Cycle LOT1: Support of intercultural projects awarding 15-17 small grants to CSOs from Albania, Kosovo, North Macedonia, Serbia and Turkey (the target is approximately 3-4 sub-grants per country) with amount up to EUR 3.000 per sub-grant.

1.1 Objectives

The **key objective** of the intercultural projects is to promote cross-cultural cooperation in the region. Beyond this key criterion, a wide variety of projects will be eligible for funding. Whilst the focus will be on the literary arts and artists, a variety of other cultural and artistic initiative would be considered for support, including but not limited, music, theatre, audio and video production, multimedia, and so forth. 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**:

- To strengthen intercultural capacities of CSOs to better advocate intercultural tolerance;
- To promote the regional circulation of cultural and creative works and regional mobility of cultural and creative players, in particular artists;
- To contribute to audience development by engaging in new and innovative ways with audiences and improve access to cultural and creative works in the region and beyond with a particular focus on children, young people, people with disabilities and underrepresented groups

1.2 Priorities

- ◇ Promoting the regional circulation and mobility of cultural and creative works and artists to reach out new audiences;
- ◇ Strengthen audience development as a means of improving access to regional cultural and creative works and tangible and intangible cultural heritage and extend access to cultural works to children, young people, people with disabilities and underrepresented groups;
- ◇ Foster capacity building through innovative approaches to creation, develop and test new and innovative models of revenue, management and marketing for the cultural sectors, in particular as regards the digital shift, and developing new skills for cultural professionals;
- ◇ Enhance intercultural dialogue, promote shared EU values and mutual understanding and respect for other cultures.

1.3 Activities that can be funded

Literary arts and artists, variety of other cultural and artistic initiatives including music, theatre, audio and video production, multimedia and other activities related to promoting literature, reading and cultural diversity. Cultural activities that support integration of citizens in Western Balkan and Turkey by giving the opportunity to citizens of the region to work together, discover, learn from and understand the values and cultures of each other, and this in collaboration with social structures already working in the field of culture.

Promotional and audience development activities must be included in order to attract larger audiences, help make complex works accessible to the audience, and extend access to target groups. The activities should help artists and cultural professionals with their careers, help artists and works reach more audiences across Western Balkan and

Turkey, help extend the lifespan of productions and the organizations to develop sustainable cooperation with new partners in other countries and new professional opportunities for them.

Activities aiming to promote positive values such as reconciliation, mutual respect, dialogue and intercultural understanding will be given a priority.

1.4 Expected impact

- Career opportunities for artists and professionals to work regionally and internationally;
- Build audience for the festivals and the literary bus;
- Strengthen the networking and intercultural cooperation in the region;
- Capacity building for cultural operators involved in the project to work regionally and internationally
- Creating network possibilities, building partnerships and contacts;
- Generating intercultural and interfaith dialogue, respect for diverse cultures and cultural expressions, and facilitating the integration of the territories that are in conflict;
- 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 th 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 150.000 in total for three rounds in three years. For the first round available budget is EUR 51.000. **Maximum sub-grant amount per applicant is EUR 3.000.**

<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 €3.000, then co-financing participation should be max. €1.500)</p> <p>NB: In kind contributions cannot be considered as co-financing. Sub-contracting is not allowed. 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 (READ festival network and READ tour).

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

Youth organizations will be given priority.

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

Projects should promote cross-cultural cooperation in the region. Focus will be given on promoting literature, reading and cultural diversity. The following is the list of activities that will be considered as eligible for this Call for Applications:

- Literary arts and artists, variety of other cultural and artistic initiatives including music, theatre, audio and video production, multimedia and so forth;
- Activities aiming to promote positive values such as reconciliation, mutual respect, dialogue and intercultural understanding will be given a priority;
- Projects with regional dimension;
- Cooperation between at least two eligible countries will be considered as advantage.

Exchanges of cultural players in target region will help artists and other cultural professionals with the development of their careers. The activities can include artistic creation, including co-creations and co-productions, which are then performed or exhibited and toured between the targeted countries. As far as possible they should also include training and activities in audience development and interaction with local communities, including efforts to reach groups such as children and youth.

Financial support to third parties is not allowed.

4.3 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 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.

4.4 Location

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

4.5 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
- ◇ They are reasonable, justified, and comply with the requirements of sound financial management, in particular regarding economy and efficiency.

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:

- ◇ the cost of personnel working under an employment contract with the applicant or equivalent appointing act and assigned to the action, comprising actual salaries plus social security contributions and other statutory costs included in their remuneration;
- ◇ subsistence allowances (for meetings, including kick-off meetings where applicable, etc.) provided that these costs are in line with the beneficiary's usual practices ;
- ◇ costs of travel (for meetings, including kick-off meetings where applicable, etc.) , provided that these costs are in line with the beneficiaries' usual practices;
- ◇ costs of consumables and supplies, provided that they are identifiable and assigned to the action;
- ◇ costs arising directly from requirements linked to the performance of the action (dissemination of information, specific evaluation of the action, translations, reproduction, etc.)

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-Institut platform 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 a 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 five 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 - GAP: <https://kulturfoerderung.goethe.de/r.aspx?q=pDimjPIB>. 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 our [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 Agreement 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.