

Ukraine: Culture Bridges: Call for Proposals 2017

1. *Culture Bridges* is a three-year programme funded by the European Union (EU) to support the development of the cultural sector in Ukraine and to enable it to engage more effectively with cultural organisations and operators in the EU.
2. The programme is managed by the British Council, working in partnership with the European Union National Institutes of Culture (EUNIC) network in Ukraine. The programme will run from November 2017 to October 2020, with total funding of €1,363,000 (€1,300,000 from the EU and €63,000 from the British Council). The programme will fund a range of activities including training, events and calls for proposals.
3. This is the first call for proposals under the programme, to fund mobility and cooperation projects taking place after 1 April 2018. **Please note that the application forms and associated guidance will not be available until Monday 20 November 2017.**

Background

4. The programme is funded under the EU's support to the implementation of the Association Agreement between the EU and Ukraine, thereby contributing to the development of the cultural and creative industries sectors, and supporting tolerance and internal cohesion in Ukraine, and the promotion of common values.
5. The specific objectives of the programme are:
 - To promote cultural cooperation and intercultural dialogue between Ukraine and the EU through projects which increase the **international mobility and cooperation** of cultural actors.
 - To build the Ukrainian cultural and creative industries sectors' **capacity** and foster the development of local cultural and creative industries.
 - To enhance Ukraine's participation in **Creative Europe** projects.
 - To promote mutual understanding and cultural diversity within Ukraine through **internal cultural mobility and project** initiatives.
6. The expected results of the programme are:
 - Mutual understanding increased and cultural trends emerging in EU countries and Ukraine shared; EU - Ukraine cultural dialogue established.
 - Ukrainian cultural and creative industries actors grow the capacity to develop and implement cultural projects, and to seek funding from the newly created state funds, international programmes, collective funding mechanisms, and investment facilities.
 - Ukrainian institutions successfully participate in the Creative Europe programme, and get involved in relevant trans-European networks and platforms.

Ukraine: Culture Bridges: Call for Proposals 2017

- The level of tolerance in Ukrainian society increases, cultural diversity is preserved and further developed, and internal cultural dialogue promotes reconciliation and internal cohesion within Ukraine.
 - Mutual understanding and mutual knowledge between the EU and Ukraine.
7. The wider justification for the programme is set out in the European Commission's 2016 Joint Communication to the European Parliament and the Council: *Toward an EU Strategy for International Cultural Relations*¹ ("the Joint Communication").
8. The programme's **target groups** (and eligible applicants for this call) are cultural operators and institutions operating at national, regional and local levels in Ukraine and in the EU, including:
- Public and private cultural institutions.
 - Young artists, creators and cultural entrepreneurs.
 - Community leaders and influencers.
 - Local civil society organisations.
 - Educational institutions (private and public) and their managers.
 - Local government departments of culture.

2017 Call for Proposals

9. The call includes funding for international mobility, and for national and international cooperation projects, and is divided into separate lots.

Lot 1: International Mobility (minimum budget for 2017 call: €50,000)

10. The programme will provide grants for Ukrainian cultural operators to visit the EU (and *vice versa*), for periods of up to four weeks, to attend conferences, networking events, fora related to culture and/or the creative industries, or to have working attachments with EU (or Ukrainian) cultural / creative organisations. The proposed traveler or their proposed host can apply. Applicants will need to identify the mobility opportunity themselves. Mobility grants cannot be accessed solely in order to develop applications for *other* EU programmes, e.g. Creative Europe, although this can be an additional benefit.
11. The maximum grant amount available per mobility under this Lot will be €2,250 (for visits of between one and two weeks) and €4,000 (for visits of between three and four weeks). This can be used for:
- International travel
 - Visas
 - Airport transfers
 - Accommodation

¹ https://ec.europa.eu/culture/policies/strategic-framework/strategy-international-cultural-relations_en

Ukraine: Culture Bridges: Call for Proposals 2017

- Meals (in line with the rates set out in the application documentation)
 - Local travel in the hosting country
 - Conference fees
12. Mobility grants will be paid 80% in advance and the balance on receipt of an acceptable report. Grants will be awarded as accountable grants.
13. Around 60 international mobility grants are expected to be awarded over the lifetime of the programme.
14. This lot is open to individuals and organisations located in the EU and Ukraine.
15. Mobility grants awarded must be utilised within six months of the notification of grant award (see the timeline section below).

Lot 2: National Cooperation Projects (minimum budget for 2017 call: €40,000)

16. The programme will provide grants to Ukrainian cultural operators to carry out cooperation projects in Ukraine involving participants from at least two separate (non-neighbouring) regions of Ukraine. Projects should address at least one of the following objectives:
- Raising awareness of the importance of culture for economic development and social cohesion.
 - Stimulating greater participation in cultural activities by the general public.
 - Encouraging cooperation between civil society organisations (CSOs), public sector organisations and private sector organisations operating in the cultural and creative sectors.
 - Developing the knowledge and capacity of operators working in the cultural and creative sectors.
 - Engaging under-represented or marginalised groups in cultural activity.
 - Exploring diversity and promoting intercultural dialogue through cultural activity.
17. Projects can be based around a wide range of the cultural and creative sub-sectors, including:
- Architecture
 - Archives
 - Libraries and museums
 - Artistic crafts
 - Audiovisual (including film, television, video games and multimedia)
 - Tangible and intangible cultural heritage
 - Design
 - Festivals
 - Music
 - Literature

Ukraine: Culture Bridges: Call for Proposals 2017

- Performing arts
- Publishing
- Radio
- Visual arts
- Creative industries

18. The project duration should be between three and six months.

19. The maximum grant available under this lot will be €8,000. This can be used for:

- Accommodation
- Meals (in line with the rates set out in the application documentation)
- Local travel
- Professional fees
- Reasonable administration costs
- Equipment (up to 10% of the value of the grant)
- Other costs directly related to the implementation of the project
- Communication and dissemination costs.

20. The grant cannot be used for equipment purchase, office rental costs, ongoing organisational costs, language training, costs covered by other donor-funded projects, the salaries of public officials, or for projects of a commercial nature.

20. Cooperation grants will be paid 80% in advance and the balance on receipt of an acceptable report. Grants will be awarded as accountable grants.

21. Around 15 national cooperation grants are expected to be awarded during the lifetime of the programme.

22. Projects may be financed up to 100% using the programme funds, however co-funding of up to 30% will be encouraged and such applications will be scored more highly. The programme cannot, however, be used to access funds to satisfy co-funding requirements for *other* EU programmes, e.g. Creative Europe.

23. This lot is only open to organisations located in Ukraine, including civil society organisations, public sector organisations and private sector (including profit-making) organisations operating in the cultural and creative sectors. Applicants must have appropriate legal status to receive charitable grants.

24. National cooperation projects awarded grants must be started within three months of the notification of grant award (see the timeline section below).

Lot 3: International Cooperation Projects (minimum budget for 2017 call: €120,000)

25. The programme will provide grants to Ukrainian and/or EU cultural operators to carry out cooperation projects in Ukraine and EU involving the exchange of experience and ideas between Ukraine and the EU, and/or the co-creation of new cultural products. Projects can be bilateral between Ukraine and a single EU country or multilateral involving Ukraine and a number of EU countries.

Ukraine: Culture Bridges: Call for Proposals 2017

26. The projects should address the same range of objectives and be based around the same range of sub-sectors stipulated for Lot 2, but with a clear focus on international cultural exchange and cooperation, in support of the Joint Communication, and with a greater emphasis on communication and visibility.
27. The project duration should be between three and 12 months.
28. Differently-sized grants will available under this Lot (around 21 international cooperation grants will be financed during the lifetime of the programme):
- €10,000 for small international cooperation projects
 - €20,000 for medium international cooperation projects
 - €50,000 for bigger international projects
29. The grants can be used for
- International travel
 - Airport transfers
 - Accommodation
 - Meals (in line with the rates set out in the application documentation)
 - Local travel
 - Professional fees
 - Reasonable administration costs
 - Equipment (up to 10% of the value of the grant)
 - Other costs directly related to the implementation of the project
 - Communication and dissemination costs
30. The grant cannot be used for equipment purchase, office rental costs, ongoing organisational costs, language training, costs covered by other donor-funded projects, the salaries of public officials, or for projects of a commercial nature.
31. Cooperation grants will be paid 80% in advance and the balance on receipt of an acceptable report. Grants will be awarded as accountable grants.
32. Around 21 international cooperation grants will be financed during the lifetime of the programme.
33. Projects may be financed up to 100% using the programme funds, however co-funding of up to 30% will be encouraged and such applications will be scored more highly (this will be made clear in the call). The programme cannot, however, be used to access funds to satisfy co-funding requirements for *other* EU programmes, e.g. Creative Europe.
34. This lot is only open to (informal) partnerships of organisations located in Ukraine and the EU, including civil society organisations, public sector organisations and private sector (including profit-making) organisations operating in the cultural and creative sectors. Single applicants cannot apply. One member of the partnership must apply on behalf of all of the organisations wishing to cooperate on the project, and will be

Ukraine: Culture Bridges: Call for Proposals 2017

responsible for signing and managing the contract, and managing the finances and reporting, but all members of the partnership must have appropriate legal status to receive charitable grants.

35. EUNIC cluster members and/or their head offices / other country offices will not be eligible to apply for any of the international cooperation project grants.
36. International cooperation projects awarded grants must be started within three months of the notification of grant award (see the timeline section below).

Summary of Lots

	Lot 1: International Mobility	Lot 2: National Cooperation Projects	Lot 3: International Cooperation Projects
Eligible type of applicant	Individuals or organisations (CSOs, public sector, private sector)	Organisations (CSOs, public sector, private sector)	Organisations (CSOs, public sector, private sector)
Eligible number of applicants	1	Minimum 2 (both in Ukraine)	Minimum 2 (1 in EU / 1 in Ukraine)
Eligible location of applicant	EU or Ukraine	Ukraine	EU or Ukraine
Eligible location of activity	EU or Ukraine	Ukraine	Ukraine (and EU)
Maximum grant available	€2,250 (1-2 weeks) €4,000 (3-4 weeks)	€8,000	€10,000 (small) €20,000 (medium) €50,000 (big)

Application Process

37. Applicants should use the application forms available at www.britishcouncil.org.ua/en/culture-bridges and should provide the additional documentation specified in each application form. Guidelines and FAQs are also available on the website in English, Ukrainian and Russian. **Please note that the application forms and associated guidance will not be available until Monday 20 November 2017.**
38. There are separate application forms for mobility grants and for cooperation projects (of all types). Failure to use the required application form or to provide the required additional documentation will result in applications being rejected.
39. Applications for mobility grants and for national cooperation projects may be submitted in English, Ukrainian or Russian. Applications for international cooperation projects must be submitted in English.
40. Enquiries about the call or about the application process can be addressed to CultureBridges@britishcouncil.org.ua, up to the date specified below. Enquiries whose answer may be of general interest to other applicants will be added to the FAQs.

Ukraine: Culture Bridges: Call for Proposals 2017

Evaluation Process

41. Applications will be evaluated in a two-stage process, for eligibility and quality.

Eligibility Check

42. Applications will be checked to ensure that they meet the following requirements:

- They have been submitted by the stated deadline.
- They have been submitted using the correct form and in the correct language.
- The correct accompanying documentation has been provided.
- The applicant is eligible to apply for the type of grant requested.
- The location and timescale of the proposed activity is eligible.
- The type of proposed activity is eligible.

43. Failure to meet any of these requirements will result in the application being rejected at the eligibility check stage.

Quality Assessment

44. Applications which have passed the eligibility check will then be quality assessed against the criteria set out below.

Mobility Grants			
	Criteria	Definition	Points
1	Relevance of the mobility	Is the stated aim of the mobility relevant to the applicant's current professional / personal position and ambitions?	15
2	Relevance of the proposed mobility programme	Does the proposed mobility programme make sense in relation to the stated aim of the mobility?	15
3	Personal longer-term impact	Will the mobility bring professional / personal longer-term benefit to the applicant?	5
4	Wider longer-term impact	Will the mobility lead to longer-term collaboration / cooperation between the applicant and their host(s)?	5
5	Budget	Are the activities appropriately reflected in the budget? Are the proposed costs reasonable? Does the budget provide value for money?	10

Ukraine: Culture Bridges: Call for Proposals 2017

Mobility Grants			
	Criteria	Definition	Points
Total		[total = multiplied by 2 to give score out of 100]	50

Cooperation Project Grants			
	Criteria	Definition	Points
1	Identification of the need to be addressed / the problem to be resolved / the change to be effected	<p>Is the project relevant to the needs of the target group / region?</p> <p>Has the applicant carried out research / analysis to confirm the need for the project?</p> <p>Have project beneficiaries / stakeholders been included in the development of the project idea?</p>	10
2	Logic between the activities proposed and the desired change	Are the activities proposed appropriate to and consistent with the project's aim and expected results?	10
3	Clarity and feasibility of the action plan	<p>Are the activities proposed practical and capable of fulfilment?</p> <p>Does the split of responsibilities / actions between the partners make sense?</p> <p>Is the fulfilment of the action plan dependent on other stakeholders? If yes, is the project clear and convincing about how their contribution / support will be ensured?</p>	10
4	Evidence of success	<p>Is there (or will there be) a baseline against which the project's achievements can be measured?</p> <p>Does the project include objectively verifiable indicators of success?</p> <p>Does the project have a convincing (and practical) monitoring and evaluation plan?</p>	5
5	Sustainability of the project	<p>Will the project's achievements be sustained beyond the project's immediate impact? If yes, is the project clear and convincing about how this will be ensured?</p> <p>Could the project have a wider impact / potential multiplier effects beyond its own objectives?</p> <p>Will the project enable long-lasting cooperation, collaboration and/or networking between the project partners?</p>	10
6	Visibility / dissemination of	Will the activities and achievements of the	10

Ukraine: Culture Bridges: Call for Proposals 2017

Cooperation Project Grants			
	Criteria	Definition	Points
	the project	project be appropriately communicated? Will the achievements and lessons learned of the project be effectively shared with those who might use its example?	
7	Added-value of the project	Does the project address multiple programme objectives? Does the project involve multiple target groups / multiple locations within Ukraine / multiple sectors? Does the project involve innovation, e.g. use of digital? Is the project linked to other relevant programmes / initiatives? Does the project target vulnerable groups?	10
8	Capacity of the project applicant / consortium	Does the project applicant, together with their partners, have sufficient capacity to deliver the expected project results? For international cooperation projects: do the different project partners bring complementary skills and knowledge to the project?	10
9	Experience of the project applicant / consortium	Does the project applicant (together with their partners, for international cooperation projects) have previous experience of similar types of projects, especially in Ukraine and/or in the cultural sector?	10
10	Budget	Are the activities appropriately reflected in the budget? Are the proposed costs reasonable in relation to the expected result? Does the budget provide value for money? Does the project include co-funding?	15
Total			100

Timeline

45. The timeline for the stages and processes associated with the call is as follows:

Action / Activity	Date
Launch of call	10 November 2017
Application documentation available	20 November 2017

Ukraine: Culture Bridges: Call for Proposals 2017

Action / Activity	Date
Deadline for submission of enquiries	15 December 2017
Final update of FAQs	22 December 2017
Deadline for submission of applications – mobility grants	8 January 2018
Deadline for submission of applications – cooperation projects	29 January 2018
Completion of eligibility checks / quality assessments	28 February 2018
Notification of results	By 15 March 2018
Contracting and payment	From 30 March 2018
Earliest start date of mobilities and cooperation project grants funded	1 April 2018
Latest start date of cooperation projects funded	15 June 2018
Deadline for completion of mobility grants funded	15 September 2018
Deadline for completion of national cooperation projects funded	15 December 2018
Deadline for completion of international cooperation projects funded	15 March 2019

Contracting, Payment and Reporting

46. The grant contract will be issued by the British Council, through its head office for applicants based in the EU and through its local office in Kyiv (which acts as the Cultural Section of the British Embassy in Ukraine) for applicants based in Ukraine.
47. Grants will be paid in euros for applicants based in the EU and in hryvna for applicants based in Ukraine. All payments will be made by bank transfer.
48. Grants will be paid on the basis of an 80% advance, paid within 30 days of the grant contract being signed by both parties, and with the balance payable on submission and approval of a satisfactory final report. The grant contract will specify the reporting requirements, including any ongoing audit obligations.

Further calls for proposals

49. Further calls for proposals under *Culture Bridges* will be made in 2018 and 2019, depending on the funds available.
50. At this stage, the British Council expects that deadlines for applications for international mobility grants will be set on a rolling three-month basis, while deadlines for cooperation project grants will be set twice a year.
51. Further information will be published on www.britishcouncil.org.ua/en/culture-bridges in the coming months.

Ukraine: Culture Bridges: Call for Proposals 2017

Further opportunities

52. *Culture Bridges* will also provide additional capacity-building and mobility opportunities from 2018 onwards. These will include:

- Cultural management skills training for new / emerging cultural operators in Ukraine.
- Seed funding of small projects by new / emerging cultural operators in Ukraine.
- Training in how to develop strong applications for the Creative Europe programme.
- Networking study visits to EU countries to identify partners and develop joint project applications for the Creative Europe Programme.

53. Further information on these opportunities will be published on www.britishcouncil.org.ua/en/culture-bridges in the coming months.