

## ZMINA: Rebuilding — second call for proposals for international projects

**ZMINA: Rebuilding** is a new project to support Ukrainian artists and cultural organisations to create and showcase works in Ukraine and Creative Europe countries. Under the leadership of IZOLYATSIA Foundation (Ukraine) in cooperation with Malý Berlín (Slovakia) and Trans Europe Halles (Sweden) it will bring four open grant calls.

### The second open call for international cooperation project funding proposals.

The call aims to support cultural organisations working with **peers** from [Creative Europe countries](#), including **Ukraine**, to present **high-visibility** cooperation projects. Projects must **increase the showcasing of Ukrainian culture** abroad and share perspectives internationally, particularly in reimagining, reinventing and reconstructing communities.

This international cooperation **must increase the visibility of Ukrainian artists and cultural production** in other Creative European countries and heighten the profile and knowledge of Ukrainian cultural and creative organisations in other countries while **bringing new shared perspectives** to the Ukrainian and European cultural and creative sectors.

## Eligible applicants for international cooperation projects

**Call for international cooperation project proposal is open for cooperation involving at least one Ukrainian organisation and at least one organisation from another Creative Europe country:**

- Artistic or cultural organisations, established in non-occupied territories of Ukraine. This includes private as well as public organisations, . The above-described organisations already supported during the first and second national call of ZMINA: Rebuilding are eligible (maximum subgrant amount from all supported projects combined is 60000 euro per each partner).
- Artistic or cultural organisations registered in Creative Europe country other than Ukraine,
- educational establishments for the arts (academies, conservatories, arts departments of higher education institutions), established in non-occupied Ukraine or in another Creative Europe country.
- Organisations that had been already supported by the first wave of ZMINA: Rebuilding international call are not eligible.

All cultural and creative sectors are eligible (visual arts, performing arts, filmmaking, literature, urban cultural planning etc.).

All projects must include interaction and engagement with audiences on the topic of resilience, rebuilding or reconstruction, taken in their widest sense (discussions, presentations, theatre workshops, co-design of ideal living spaces or urban spaces, visual identities, prototyping, etc.).

All projects are strongly encouraged to integrate the *New European Bauhaus* 'keywords': beautiful, inclusive, sustainable – especially if they address physical reconstruction.

All organisations must not be the subject to [sanctions imposed in Ukraine and beyond](#) and meet the requirements of [anti-money laundering public policy](#) reaching the level of ultimate beneficial owners.

### Requirements for organisations:

- must have at least two years of professional experience in culture, art, or creative sector<sup>\*\*\*</sup>,
- must have their registered offices in Ukraine (but outside Ukraine's

temporarily occupied territories) or in other Creative Europe countries. Applicants established in the Georgian territories of Abkhazia and South Ossetia which are not under the control of the Georgian government are not eligible.

\*\*\* experience in artistic, cultural, or creative sectors should be described in the application form with the references to the relevant experience and by uploading the required documents specified for the current call of international projects program in the application form.

**IMPORTANT NOTICE:** Doing any economic activity from within the temporarily occupied territory of Ukraine is restricted. Any agreement related to that territory is automatically null and void. The list of the temporarily occupied territories is arranged by the Ministry of Reintegration. The level of uncertainty with regards to that list is extremely high, and a lot of issues with no solution at the level of the law exist. The risks related to those issues potentially cover any entity on the side of the applicant. The issues of the temporarily occupied territories substantially affect the capacity of the IZOLYATSIA Foundation to support the Ukrainian applicants involved. It's highly recommended to the Ukrainian applicants to check the list of the temporarily occupied territories in advance and approach the Ministry of Reintegration for clarifications where risks arise or even possible.

## What projects can be submitted:

ZMINA: *Rebuilding* program will support the development and showcase of projects depicting conversion from wartime to post-war reconstruction in Ukraine, building visions of the future, demonstrating war-time resilience, building conversations, expertise, and knowledge about post-war rebuilding and recovery.

Selected program participants must present works that facilitate, promote, or mediate public discourse on the topic of "rebuilding": identities, social norms, communities, relationships, common visions, and infrastructure.

This international cooperation must increase the visibility of Ukrainian artists and cultural production in other Creative Europe countries and heighten the profile and knowledge of Ukrainian cultural and creative organisations in other countries while bringing new shared perspectives to the Ukrainian and European cultural and creative sectors.

Projects should draw the Ukrainian cultural sector closer to that of other Creative Europe countries. Projects should showcase work of Ukrainian organisations in other Creative Europe countries, and to ensure that the contribution of Ukrainian artists, cultural organisations, and their production – together with their value to society – become well recognised and understood by actors in the cultural and creative sector (including curators, funders, cultural institutes, cultural policy decision-makers and influencers) across the European Union.

## International cooperation projects:

- should be implemented primarily outside of Ukraine, in one or more of the other Creative Europe countries,
- can be an extension of an existing Ukrainian project,
- must actively engage with well-defined communities,
- must include conversations taking place in cultural or other venues on the topic of "reconstruction",
- must include a high visibility opening event (vernissage, premiere, pre-opening gala etc.)
- can involve creation, but must involve showcasing, primarily outside of Ukraine,
- the showcasing must be significant, reaching large audiences, either directly or through media outreach, preferably also contributing to Ukrainian 'cultural diplomacy',
- must include active cooperation between all partners.

## Implementation of projects, including reporting:

- Start of project implementation: from the date of signing the Subgrant agreement.
- Projects must be implemented within nine months of the signature of the Subgrant agreement.
- Submission of an interim narrative and financial reports after spending 70% of the project budget.
- Submission of the final narrative and financial reports - within 30 days after the project closure.

## Maximum amounts, general budget, and payments:

- The total maximum subgrant amount for an international project is 60,000 €. The subgrant amount should be distributed among all the project partners in proportions determined by applicants and this distribution should be reflected in the budget.

The distribution of the subgrant amount between the partners should be however reasonable and justified in the budget.

Maximum amount of funds eligible for each partner from all supported ZMINA: Rebuilding applications is 60.000 €.

For projects with Ukrainian partners already supported during the first and second national call of ZMINA: Rebuilding - the maximum part of the subgrant amount for such a Ukrainian partner cannot exceed 60,000 € for all supported applications combined.

Project partners must contribute at least 10% of their total project budget. Own contribution can be distributed among all the project partners in proportions determined by applicants.

- Overall budget for the second call of international projects is 600,000 €. The budget can be increased in case of additional available costs from previous ZMINA: Rebuilding waves.

## Subgrant payment procedure for the selected projects:

Ukraine National Bank's prohibition of money transfer from Ukraine to foreign bank accounts makes it impossible for Ukrainian organisations to make international bank transfers. For this reason, where the lead applicant in an international project is Ukrainian, we will pay funds separately to the Ukrainian organisation and to its project partner or partners abroad.

In case the lead applicant is registered in a Creative Europe country other than Ukraine - the fund payments between the lead applicant and other partners - is the subject of the sub-grant agreement preparation and will be discussed with the project partners on the later stage.

- 70% of the subgrant is paid after participating in the grant acceptance workshop on requirements and recommendations for project visibility, financial management, narrative reporting, monitoring and evaluation that meet EU standards.

In case of subgrant payments from IZOLYATSIA foundation between the lead applicant and other partners, then for an Ukrainian organisation, this part is paid in UAH equivalent at the exchange rate on the date of sale of the relevant tranche from The European Union. For organisations registered in Creative Europe countries other than Ukraine this is paid in Euros.

- 30% of the subgrant is paid after receiving the financial and narrative report, which describes all the actual spent costs and contains information about the project and its results.

In case of subgrant payments from IZOLYATSIA foundation between the lead applicant and other partners, then for an Ukrainian organisation, this part is paid in UAH equivalent at the exchange rate as calculated in the financial report.

For organisations registered in Creative Europe countries other than Ukraine, this is paid in Euro.

## Timetable and deadlines (indicative):

Call opening: 07.02.2024

Deadline for submission: 07.04.2024 at 23:59 (Kyiv time)

Evaluation: April — May 2024

Information on evaluation results: May 2024

Subgrant agreement signature: June 2024

Applicants will be informed of the selection process results by the email address used to register in the IZOLYATSIA applications platform.

Due to the number of applications, the *ZMINA: Rebuilding* project team will not be able to justify the decision, and it will be final.



## How to apply?

The applicants (project partners) create the partnership for the project, where one applicant is the lead applicant for submission of the application on behalf of all the project partners.

Applicants can submit their proposals via the online application platform — <https://platform.izolyatsia.org/en/contest/474c8361-98c2-4114-8e28-a5fc12cf432f>

### The application package consists of the following:

- application form (filled online only in English on the IZOLYATSIA application platform),
- required attachments to the application.

### The application form consists of the following:

- project description, compliance with the program requirements, relevance to the target community, relevance to international context, implementation process, and what will be achieved because of the project,
- description of the project's audience involvement level and methods. The activities planned by the project should not only be demonstrative but also participatory,
- description of the mechanisms/algorithms/tools for measuring the engagement of the audience attending the event,
- description of mechanisms/algorithms/tools for experts (architects, urban planners, communities, local authorities contacting) surveying for the project feedback,
- description of how and at what stages the project will involve showcasing of Ukrainian culture to local authorities and other stakeholders.

**Required attachments:**

- completed budget (the budget form is available on the application platform), in .xlsx/.xls format - without a signature,
- The scanned copies of the letter of guarantee completed by lead applicant and each partner's official representatives (use the form of the letter of guarantee is available on the application platform) in .pdf format,
- lead applicant and each partner's documents in .pdf format:
- for organisation registered in Creative Europe countries other than Ukraine: national registration documents with English translation in case the document is issued in another language.
- for organisation from Ukraine: actual full **excerpt** from the Unified State Register of Legal Entities, Individual Entrepreneurs and Public Organisations; the current version of the charter or regulations or equivalent (if such is mandatory for the legal entity). All these documents should be submitted in their original language.

You may be asked at a later stage for further documents (*for legal entity validation, financial capacity check, bank account validation, etc*).

**IMPORTANT!** Submission of the application by the lead applicant is only possible after completing all sections of the form and uploading of the attachments. However, uploading all the required attachments to the application is the sole responsibility of the lead applicant.

Upon application submission, the lead applicant will receive an email confirming that the application has been submitted, and the application status will change to "Submitted" on the platform.

Application submission requires the provision of information that identifies the applicant partners. The mere use of the application platform constitutes consent by the applicants to the processing of the data provided in a manner necessary and sufficient for the implementation of the program, the processing and evaluation of the application and the administration of the sub-grant. The information will be used only for this purpose until the applicant's consent to the contrary is obtained.

In case of technical problems during the application submission, please contact [zmina@izolyatsia.org](mailto:zmina@izolyatsia.org).

## Selection criteria: how your application will be evaluated

### Eligibility check:

The team of the *ZMINA: Rebuilding* project will check all applications submitted on the platform for compliance with the eligibility requirements.

The applications can be rejected if it turns out that:

1. the applicants misrepresented information required as a condition for participating or failed to supply that information.
2. all the applicants or one of them was previously involved in the preparation of the call, and this entails a distortion of competition that cannot be remedied otherwise (conflict of interest).
3. Documents submitted in the application do not represent the information required by a specific application form field.
4. the applicants did not pass the technical eligibility requirements.

### Technical eligibility requirements:

The application form and attachment contents, as well as additional information, allow to come to an opinion that:

- application is submitted by the eligible lead applicant,
- all the project partners meet the eligibility conditions specified for this call of international projects program,
- the applicant's place of registration meets the conditions specified for this call of international projects program,
- the start of project implementation meets the conditions specified for this call of international projects program,
- project implementation period is within the project implementation period defined for this call of international project selection,
- all required attachments are uploaded to the platform following standard templates that can be downloaded on the platform,
- all required attachments are uploaded to the platform in separate files and in the formats specified for this call of international project selection,
- all required attachments are readable, accessible, and printable,
- the subgrant amount requested in the budget is within the maximum subgrant amounts determined for this call of international project selection,
- the total project partners contribution meets the conditions specified for

this call of international projects program,

- the application form is complete and contains all the requested information.

**IMPORTANT NOTICE:** It is crucial that statements made by the applicants in the letter of guarantee are true. Otherwise, the application can be rejected at any stage of the selection process. At the further stages, untrue statements shall be the legal ground for termination of the subgrant agreement, return of subgrant funding and recovery of damages.

Applications that do not pass the eligibility check determined above will be rejected. Such applicants will be notified by email to the email address of the lead applicant used to register on the IZOLYATSIA applications platform.

The rest of applications will form a preliminary list of projects.

At the next selection stage, each application from the preliminary list of projects will be subject to a separate independent evaluation by two external experts.

## Evaluation criteria:

### Objectives (20 points)

- Are the project and expected results in line with the objectives of the call?
- Are the expected results well-defined and quantified?

### Methodology (20 points)

- Does the project plan make sense? Is the timetable coherent and realistic?
- Are the activities well described?
- Are the activities likely to produce the intended results?
- To what extent have the risks of project failure been calculated and minimised?

### Partnership and project team (10 points):

- Is the partnership well prepared, are roles & responsibilities clear?
- Does each partner play a meaningful role in the project?
- Does each partner have the skills/experience required to successfully discharge their responsibilities?
- How experienced is the project team, including experience in narrative and financial reporting?

### Project budget (10 points):

- How detailed and reasonable is the budget?
- Is the project budget coherent with the needs and scale?
- Does the budget contain any unacceptable expenses?

### Visibility, audience, and impact (20 points):

- Does the project involve local communities? What is the level and nature of this involvement across the project process?
- How strong is the foreseen project visibility?
- Does the project include a high visibility opening event?
- Will the project results be relevant in other communities/contexts?
- Is the project likely to have a sustainable impact, and a solid long-term footprint?
- Is it possible to multiply the project outputs or implementation processes to other communities or contexts?

### Cross-cutting issues (20 points):

- How are gender balance, diversity and inclusion addressed?
- Has environmental sustainability been addressed?
- Have environmental impacts been minimised?

- How significant are the environmental impacts?

Two external experts will evaluate the application. The final score will be the average of the two independently attributed scores.

To be selected for the final stage, an application must score at least 50 points. Applications with a final score of less than 50 points will be rejected, and the applicants will be notified by email.

At the final stage of selection, applications will be processed by a five-person selection committee:

- One representative from each project partner (IZOLYATSIYA, TEH, Malý Berlín),
- A high-level and well-respected representative from the Ukrainian CCSs,
- A high-level and well-respected representative from the EU CCS.

The selection committee will make a final selection of projects, basing themselves on the scores obtained but also aiming to reach the 'best' fit within the available budget and geographical diversity.

Additionally, the following aspects will be taken into consideration to decide between two almost equivalent projects:

- Geographical balance across Creative Europe countries,
- Diversity of cultural sub-sectors,
- The project is continuation of the project supported by the first or second national call of ZMINA: Rebuilding,
- The project includes Ukrainians in exile,
- Projects that address environmental sustainability,
- Projects that integrate New European Bauhaus' main focuses,
- Inclusion, including less-abled A&CP,
- Gender balance,
- Previous experience with IZOLYATSIYA funding

## Eligible and ineligible costs:

### The general eligibility conditions are the following:

- costs must be declared under one of the budget categories set out in the budget form,
- costs must be incurred in connection with the project as described and necessary for its implementation (direct costs),
- they must be reasonable and justified and must comply with the principle of sound financial management regarding economy and efficiency,
- they must be incurred in the project period. The project implementation period is defined as the period from the date of bilateral signing of the Subgrant Agreement to the end date of the project implementation, which is specified in the Subgrant Agreement;
- they must be identifiable and verifiable, recorded in the beneficiary's accounts and must be confirmed by actual payment following bank statements and supporting documents following the terms of the Subgrant Agreement,
- they must comply with the applicable national law of the beneficiary's country.

### The budget form has the following budget categories:

- 1) Professional fees, incl. taxes (artistic/cultural work only; except project administration team) - maximum daily rate for time spent on the project is 75€/day.
- 2) Travel costs:
  - a) Travel costs for artists and actors involved in the project, including taxes - max. 65€/return trip inside Ukraine and max. 350€/return trip outside Ukraine,
  - b) Green top-up for travels of more than 600 km outside Ukraine not undertaken by plane, including taxes - max. 300€/return trip,
- 3) Both per diem and accommodation for artists and actors involved in the project, including taxes - max. 65€ / day in Ukraine, and max 75€/day outside of Ukraine,
- 4) Family support for artists and actors involved in the project travelling with small children, including taxes - max. 100€ / travelling artists and actors involved in the project,
- 5) Visa costs, including taxes - max. 80€/visa,
- 6) Delivery/transportation (of materials, equipment, etc.),
- 7) Materials,
- 8) Tools, equipment and other assets - only as depreciation costs. Only the

portion of the costs that correspond to the rate of actual use for the project can be considered,

- 9) Services required for the implementation of the project (production, rental of equipment, tools, etc. - except for services related to the project administration team,
- 10) Communication, marketing and documentation costs, incl. costs for virtual participation in project activities:
  - a) Communication, marketing and documentation costs,
  - b) Cost of high-visibility opening event,
- 11) Cost for virtual participation in project activities - 15€/day/team member
- 12) Project administration team (accountant, manager, lawyer etc.).

### Not eligible costs are:

- indirect costs,
- costs that do not comply with the eligibility conditions set out above, in particular:
  - costs related to return on capital and dividends paid by a beneficiary,
  - debt and debt service charges,
  - provisions for future losses or debts,
  - interest owed,
  - currency exchange losses,
  - bank costs charged by the beneficiary's bank for transfers from IZOLYATSIA,
  - excessive or reckless expenditure,
  - deductible or refundable VAT,
  - costs or contributions declared under other EU grants (or grants awarded by an EU Member State, non-EU country or other body implementing the EU budget),
  - costs or contributions for staff of a national (or regional/local) administration for activities that are part of the administration's everyday activities (i.e., not undertaken only because of the subgrant),
  - costs or contributions (especially travel and subsistence) for staff or representatives of EU institutions, bodies, or agencies,
  - costs or contributions (especially travel and subsistence) for staff or representatives of IZOLYATSIA, Trans Europe Halles and Malý Berlín.

Based on the results of the final selection of projects by the selection committee, lead applicants for projects that have been successfully selected will be notified to continue participating in this call of international project selection at the stage of concluding a subgrant agreement. Lead applicants



whose projects are not selected for funding at this final stage will receive a rejection letter or notification of inclusion in the reserve list by email.

An invitation to prepare a subgrant agreement does not constitute a formal funding commitment. The *ZMINA: Rebuilding* team will need to conduct various legal checks before signing the subgrant agreement: confirmation of legal entity, location, exclusion checks, etc.

## Concluding the subgrant agreement

To sign a subgrant agreement, *ZMINA: Rebuilding* team needs to clarify technical and financial aspects of the project in detail and may require additional information from the applicants. This stage may also include adjustments to the application and budget based on the recommendations of the Selection Committee or other aspects. Resolving all issues and clarifications will be a prerequisite for signing a subgrant agreement.

The rights and obligations to implement projects under the applications in accordance with the selection results will arise only after the signing of the subgrant agreement between the applicants and IZOLYATSIA Foundation and in accordance with the terms of this agreement. In the case of partnerships at the level of applicants, such a contract or agreement will be concluded by all of them, and all such applicants will be considered jointly and severally liable for the successful implementation of the project, compliance with the rules and requirements for financing, reporting, etc. and for obligations under such a contract or agreement.

Simultaneously with the subgrant agreement preparation, the *ZMINA: Rebuilding* team will conduct a mandatory workshop on the subgrant terms and conditions (requirements and recommendations for project visibility, financial management, narrative and financial reporting, project monitoring and evaluation that meet the standards of the Creative Europe program) (hereinafter referred to as the requirements).

On the part of the program team, the subgrant manager and the program team will oversee the work of subgrantees and provide support and information to help subgrantees meet the project implementation and reporting requirements.

## Applicants' support

During the application period *ZMINA: Rebuilding* team will provide ongoing support to applicants:

- support line via email [zmina@izolyatsia.org](mailto:zmina@izolyatsia.org); the program team will answer all the questions within two business days.
- FAQ published and updated on the IZOLYATSIA application platform.
- weekly ZOOM calls for applicants and the program team. To join the meeting, the applicant must register via the following form <https://forms.gle/iFS3j3RFCwFWsK527>