



Funded by  
the European Union

# EU4CULTURE Open Call for Experts



# TABLE OF CONTENTS

<b>1. INTRODUCTION AND GENERAL INFORMATION</b>	<b>3</b>
<b>2. DESCRIPTION AND SCOPE OF THE ASSIGNMENT</b>	<b>4</b>
2.1 WHEN THE ASSESSMENT SHOULD BE DONE?	4
<b>3. TASKS AND TIMETABLE</b>	<b>5</b>
<b>4. EXPERT PROFILE</b>	<b>5</b>
4.1 WHO CAN APPLY FOR THIS POSITION?	5
<b>5. FEES</b>	<b>6</b>
<b>6. INVOICING</b>	<b>6</b>
<b>7. CONFLICT OF INTEREST</b>	<b>6</b>
<b>8. DATA PROTECTION</b>	<b>6</b>
<b>9. CONFIDENTIALITY</b>	<b>6</b>
<b>10. APPLICATION PROCEDURE</b>	<b>6</b>
<b>11. CONTACT INFORMATION</b>	<b>7</b>

## 1. INTRODUCTION AND GENERAL INFORMATION

EU4Culture aims to foster culture as an engine for growth and social development across six countries of the European Union's Eastern Partnership (EaP) region: Armenia, Azerbaijan, Belarus<sup>1</sup>, Georgia, Republic of Moldova and Ukraine. It will help to enhance the role of the cultural sector as a driver of economic development. Thanks to its regional approach, it also promotes intercultural dialogue and knowledge exchange between artists and cultural professionals from these countries.

In the framework of the project a mobility grant scheme for Artists and Cultural Professionals (A&CP) has been developed, which specifically aims to:

- (1) Enhance intercultural dialogue and knowledge exchange between A&CP in the EaP countries;
- (2) Support professional mobilities (i.e., international travel for professional purposes) of Artists and Cultural Professionals;
- (3) Create links between artists, cultural practitioners and professionals to support international collaboration.

Up to 250 Artists and Cultural Professionals in five EaP countries (i.e., Armenia, Azerbaijan, Georgia, Republic of Moldova and Ukraine<sup>2</sup>) will receive a mobility grant during the next three years, i.e. 2022 - 2024. EU4Culture will award a maximum of EUR 600,000 in total to individual Artists and Cultural professionals, i.e. a maximum of EUR 120,000 per EaP country for five calls.

The mobility grant scheme supports activities such as internships, study visits, conferences (online/offline), professional development and other activities that are carried out in another country and foster knowledge exchange and intercultural dialogue.

The EU4Culture project is implemented by the Goethe-Institut (lead), the Danish Cultural Institute, Czech Centres and the Institut Français in Georgia. The Project started on 1 January 2021 and will end on 31 December 2024.

---

<sup>1</sup> As of 28 June 2021, Belarus has suspended its participation in the Eastern Partnership

<sup>2</sup> Due to the current situation in Ukraine, a separate mobility grant scheme is being developed and published

## 2. DESCRIPTION AND SCOPE OF THE ASSIGNMENT

EU4Culture is looking for independent local experts to evaluate applications from Individuals applying for EU4Culture international mobility grant. The project will select 2 local experts per country in Armenia, Azerbaijan, Georgia and Republic of Moldova.

Selected local experts will be assigned to provide content related assessment of applications respectively from Armenia, Azerbaijan, Georgia and Republic of Moldova. Under the assignment the local experts will assess submitted applications at every stage of the application process (In total five stages).

Evaluation of the applications will be done remotely in the application management system of Goethe-Institut. Duration of the assessment process will depend on the number of submitted applications, however at present the EU4Culture project cannot foresee exact number of applications in each country.

The application and selection process for the mobility grants are defined as follows:

- **Application process** - Eligible applicants are invited to submit applications online through the following link: <https://gap-online.goethe.de/en-US/cases/d6e05f53-7e3b-4144-b236-91730f0bad73/programme-overview>. Application deadline for the first call is April 8 2022.

The applications will be assessed according following criteria:

- **Plan of activities** - plausibility and feasibility of the activities (35%)
- **Results** - How clear is the purpose of the mobility and the expected results (25%)
- **Sustainability** - How realistic are the applicant's plans to use the experience gained/results produced after the end of the mobility project? (25%)
- **Motivation** - How clear are the expected results and the purpose of the planned mobility (15%)

The assessment process of the proposals will be as follows:

- National Coordinators of the EU4Culture project will do the application eligibility technical check;
- The Jury composed of external local experts will provide recommendations for funding based on content related assessment;
- The EU4Culture Consortium Management Board will make final decision based on Jury recommendations.

For more information about the first call for proposals please visit:

[https://www.goethe.de/resources/files/pdf251/22.02\\_eu4c\\_mobilities\\_application\\_guidelines.pdf](https://www.goethe.de/resources/files/pdf251/22.02_eu4c_mobilities_application_guidelines.pdf)

### 2.1 When the assessment should be done?

EU4Culture shall launch open calls for mobility grants twice a year from 2022 to 2024. The evaluation will be carried out remotely in the time span of 3-4 weeks after the application deadline for mobility grants. Tentative timeline for the content related assessment is as follows:

1. May 2022
2. September-October 2022
3. February 2023
4. July 2023
5. November 2023

### 3. TASKS AND TIMETABLE

Activity	Expert working days		Tentative Timeline
<ul style="list-style-type: none"> <li>➤ Preparatory meeting with the EU4Culture Team, explaining procedure of assessment</li> <li>➤ Evaluation of applications, providing narrative and table based assessment for selection of the applicants, that receive grant for international mobility purposes</li> <li>➤ Preparation of the activity report (if requested)</li> </ul>	<i>Number of proposals to be assessed per day: 12 (twelve). Time for assessment per application per day: 40 minutes (Application length: 4-5 pages)</i>		<ul style="list-style-type: none"> <li>▪ May 2022</li> <li>▪ Sep-Oct 2022</li> <li>▪ February 2023</li> <li>▪ July 2023</li> <li>▪ November 2023</li> </ul>
	2 local experts AM	Working days depend on the number of submitted applications	
	2 local Experts AZ	Working days depend on the number of submitted applications	
	2 local experts GE	Working days depend on the number of submitted applications	
	2 local experts MD	Working days depend on the number of submitted applications	

### 4. EXPERT PROFILE

#### 4.1 Who can apply for this position?

Local expert must be the citizen and resident of Armenia, Azerbaijan, Georgia or Republic of Moldova and must meet the following requirements:

##### Professional Experience

- At least 5 years working experience in the field of culture studies or creative industries;
- Proven understanding of CCI sector;
- Experience of assessment of grant applications;
- Experience of working in EaP region or on the EU Eastern Neighborhood issues would be an asset;
- Experience with EU projects would be an asset

##### Qualification and Skills

- University (MA) degree in arts management, cultural studies or equivalent;
- Excellent analytic and communication skills;
- Fluent written and spoken English;
- Fluent written and spoken state language of the country the expert represents;
- Computer literacy;

- Basic budgeting skills
- Good analytical, critical, and judgment skills
- Ability to strictly follow instructions and guidelines
- Ability to provide meaningful feedback in a succinct manner
- Time management skills and ability to meet deadlines

## 5. FEES

The expert daily fee is defined in the amount of EUR 70 (gross).

## 6. INVOICING

The invoice shall be submitted to the EU4Culture team based on the procedure set in the contract between Goethe-Institute and the local expert.

Local experts shall submit the Timesheets to EU4Culture and the payment shall be done based on the Timesheet.

All payments shall be verifiable and shall comply with expenditure eligibility.

## 7. CONFLICT OF INTEREST

The expert shall sign the statement, declaring there is no conflict of interest related to the assignment or any other circumstances that might affect the fulfilment of the assignment. Applicants must confirm that there are no existing conflicts of interest relating to the assignment or any other professional or personal circumstances that might affect the fulfilment of the assignment. Should any conflict of interest arise which was known about but not declared at the time of the application, the contract may be terminated.

Please keep in mind that contracted expert will not be eligible to apply for the same grant scheme of EU4Culture.

## 8. DATA PROTECTION

The applicant agrees that the personal data is processed in compliance with **GDPR REQUIREMENTS**.

## 9. CONFIDENTIALITY

Local experts must treat all information obtained during the fulfillment of the assignment as confidential in line with the provisions set in the expert contact.

## 10. APPLICATION PROCEDURE

Interested applicants are invited to register and complete the application form on **Goethe Application Portal**: <https://gap-online.goethe.de/en-US/cases/785a251c-a733-4bcc-a790-0b1b61635d6c/create> CV of the applicant with names and contact details of two reference persons should be submitted together with the completed application form,. Documents should be uploaded in PDF format.

**Deadline for submission of the application: 11 April 2022**

## 11. CONTACT INFORMATION

Please contact our National Coordinators, if you have any questions regarding the application process:

COUNTRY	CONTACT PERSON	EMAIL
<b>Armenia</b>	Marine Karoyan	Marine.Karoyan.extern@goethe.de
<b>Azerbaijan</b>	Firuz Baghir	Firuz.Baghir.extern@goethe.de
<b>Georgia</b>	Khatia Tchokhnelidze	Khatia.Tchokhnelidze@goethe.de
<b>Republic of Moldova</b>	Eugen Harabara	Eugeniu.harabara.extern@goethe.de