

SMALL GRANT SCHEME CALL FOR PROPOSALS
CULTURAL ENTREPRENEURSHIP, CULTURAL HERITAGE AND CULTURAL COOPERATION
EEA Grants 2014 – 2021
SLOVAKIA

1. BASIC DATA AND CONDITIONS

The objective of the call is to find projects on capacity development of cultural players and audience development addressing contemporary art and culture, as well as the promotion of bilateral exchange of contemporary art activities.

| | |
|---|--|
| Call launching: | 26 July 2019 |
| Call closure: | 31 December 2019, 23:59 CET |
| Call number: | CLT02 |
| Programme outcome(s): | Access to contemporary arts improved |
| Programme output(s): | Capacity of cultural players supported Audience development supported |
| Maximum grant to be applied for: | EUR 200,000 |
| Minimum grant to be applied for: | EUR 50,000 |
| Co-financing: | For state sector entities, co-financing is not required At least 5% for all other public sector entities, incl. regional and local self-governments and institutions and agencies thereof At least 10% for non-governmental organisations ¹ , Social Partners ²³ and other non-for-profit organisations At least 20% for private sector entities and other entities |
| Total allocation: | EUR 1,500,000 |
| Announced by: | Government Office of the Slovak Republic |
| Eligible applicants: | Any entity, public or private, commercial or non-commercial and non-governmental organisations, established as a legal person in Slovakia, whose principal activity is in the cultural and creative sectors as defined in Regulation (EU) No 1295/2013 ⁴ of the European Parliament and of the Council establishing the Creative Europe Programme (2014-2020), provided that the applicant has at least one mandatory partner. Natural persons are not eligible. |
| Eligible partners: | Mandatory partner: Any public or private entity, commercial or non-commercial, as well as non- |

¹ For the purposes of the call “Non-governmental organization” (hereinafter referred to as NGO) is defined as a non-profit organization established as a legal entity, having a non-commercial purpose, independent off local, regional and central government, public entities, political parties and commercial organizations. Religious institutions and political parties are not considered NGOs.

² For the purposes of the call “Social partners” are defined as representatives of employers’ organizations and trade unions.

³ In case of NGOs and Social partners, in-kind contribution in the form of voluntary work may constitute up to 50% of the co-financing

⁴ OJ L 347, 20.12.2013

| | |
|----------------------------|---|
| | <p>governmental organisations established as a legal person in one of the Donor States⁵ and whose principal activity is in the cultural and creative sectors as defined in Regulation (EU) No 1295/2013¹ of the European Parliament and of the Council establishing the Creative Europe Programme (2014-2020). Natural persons are not eligible.</p> <p>Other partner: Any public or private entity, commercial or non-commercial, as well as non-governmental organisations established as a legal person either in the Donor States⁵ or in the Beneficiary States⁶, or any international organisation or body or agency thereof. Natural persons are not eligible.</p> |
| Further conditions: | <ol style="list-style-type: none"> 1. The mandatory attachments to the Project Application are: <ol style="list-style-type: none"> a) the Budget; b) Partnership statement, letter of intent or other similar document proving the interest of the applicant and its partner to jointly implement the Project, signed by the mandatory partner. 2. This call is not intended for infrastructure (hard measures)⁷. 3. Projects shall be implemented in line with applicable state aid rules. |
| Funding source(s): | EEA Grants and State Budget of the Slovak Republic |

2. EXPECTATIONS AND RESULTS FRAMEWORK

The main ambition of this Call is to support **high quality and professional contemporary arts activities** that constitute the core of cultural and creative industries and creative economy and contribute to intelligent, sustainable and inclusive growth.

The programme will support diverse activities within individual art fields (performing arts, visual art, music, and literature), reflection of arts and culture, and/or interdisciplinary artistic and theoretical activities within cultural and creative sector.

The programme will mainly support activities aimed at innovative creation, presentation and reflection of arts, with special emphasis on the audience development and involvement of the audience (with a developed entrepreneurship/communication strategy based on knowledge of the target group needs).

To support inclusive and sustainable society and in order to address problems and the causes thereof, the programme area will support projects that address current social challenges, such as extremism, radicalisation hate speech or racism through art, community and regional projects arising from local needs. Specific emphasis will be placed on support given to inclusive cultural events

⁵ Norway, Iceland, Liechtenstein

⁶ For the full list of the Beneficiary States consult the document Agreement on the EEA FM 2014-2021 - https://eur-lex.europa.eu/resource.html?uri=cellar:02eed2b7-da51-11e5-8fea-01aa75ed71a1.0011.02/DOC_2&format=PDF

⁷ For the purposes of the Programme the infrastructure (hard measures) are defined as any activities that require a building permit/a building announcement or purchase of buildings or estates.

(including interaction between vulnerable groups and the society at large), intercultural dialogue and partner cooperation between stakeholders.

Projects supported under this Programme contribute to the Programme Objective defined as *Social and economic development strengthened through cultural cooperation, cultural entrepreneurship and cultural heritage management*.

Projects supported under this Call contribute to Programme Outcome defined as *Access to contemporary arts improved* and two Programme Outputs defined as *Capacity of cultural players supported* and *Audience development supported*.

In the Application Form, applicants are obliged to set baseline and target values for the following Programme Indicators:

- Number of artists and cultural experts directly involved or benefiting from the support.
- Number of cultural players (institutions) supported. **The applicant and at least one of its partners must meet the definition of cultural players meeting the definition of Creative Europe.**
- Number of entrepreneurship strategies developed and implemented. **Under each project, entrepreneurship/communication strategy shall be developed. The strategy does not need to be submitted along with the Project Application.** The main purpose of this document is the identification of target groups (audience), collecting knowledge about the audience, finding proper communication channels, identifying income-generation activities ensuring the sustainability of the cultural institution etc.).
- Number of educational institutions involved. **It is envisaged that at least one educational institution (schools, academia, etc.) is involved in the project.** The purpose of this is the development of audience, but this can also be linked with events highlighting the importance of artistic freedom, freedom of expression, raising awareness about minority culture, addressing current social challenges, such as extremism, radicalisation hate speech or racism through art etc. **The involvement of the educational institution does not need to be formalised in an agreement.**
- Number of events dedicated to artistic freedom and/or freedom of expression. It is up to the applicant to choose the suitable type of this event. It can be a workshop, a conference, a live performance, but generally, bigger and interinstitutional audience is expected. **At least one event⁸ must be planned (and later implemented) under the project.**
- Number of events focused on raising awareness about minority culture. **At least one event⁸ must be planned (and later implemented) under the project.**
- Number of events targeting audience development. It might be a concert, a theatre performance, exhibition opening etc., depending on the core business of the applicant. **At least two events/activities⁸ must be planned (and later implemented) under the project.**

No baseline values are required for output indicators, as all of them should automatically be set to zero.

⁸ One event may contribute to several indicators e.g. to artistic freedom and to audience development etc.

The full results framework of the programme is listed in the Annex I to the Programme Agreement concluded between Slovakia and the Donor States and published at www.eeagrants.sk.

3. SELECTION CRITERIA AND PRIORITISED PROJECTS

Priority shall be given to:

- Projects with a strong focus on the informative and unbiased function of arts, e.g. on topics such as the promotion of human rights, gender equality, social reconciliation, history of cultural monuments, the terrors of Holocaust, the history of minorities and others
- Projects targeting audience in the less developed, distant and/or otherwise disadvantaged geographical areas and communities
- Projects targeting various target groups (e.g. young people as well as seniors)
- Project contributing to equality and integration of disadvantaged groups (mainly the Roma, and other social, ethnical and other minorities)
- Projects with more than one partner from the Donors States (Norway, Iceland and/or Liechtenstein)
- Projects combatting current social challenges, such as radicalism, extremism and hate speech
- Projects that aims on establishing residential arts centre/programmes
- Projects that aim on the audience development and cultural management.

It is highly unlikely that one project will meet all the priorities of this programme. It is also highly recommended **not to try** to meet all of it; otherwise, the project will be very hard to implement. For the success of the whole Programme, it is important that some projects contribute to certain priorities and other projects contribute to different ones.

Selection criteria, reflecting the above mentioned priorities, have been published along with the Call.

4. ELIGIBLE ACTIVITIES

In line with the state aid rules and taking into account the focus of this Call, the project grant can be used for the following cultural purposes and activities:

- (a) activities of artistic and cultural centres or spaces, theatres, cinemas, opera houses, concert halls, other live performance organisations, film heritage institutions and other similar artistic and cultural infrastructures, organisations and institutions;
- (b) art or cultural events and performances, festivals, exhibitions and other similar cultural activities;
- (c) cultural and artistic education activities as well as promotion of the understanding of the importance of protection and promotion of the diversity of cultural expressions through educational and greater public awareness programs, including with the use of new technologies;
- (d) writing, editing, production, distribution, digitisation and publishing of music and literature, including translations.

In addition, and if necessary for the achievement of the objectives of the project, other activities might be considered eligible and funded under the *de minimis* aid rules.

Below please find more concrete examples of eligible activities:

- Activities aimed at creation of new art works, including creative workshops and residencies;
- Activities aimed at presentation, dissemination and reflection of art works (exhibitions, festivals, shows, fairs, online platforms, summer schools etc.);
- Activities focused on the development and involvement of audience, or facilitating the creation of a communication strategy based on the knowledge of the target group needs;
- Activities addressing current social challenges through arts.
- Additional activities (workshops, conferences, seminars, consultations) aimed at specific target groups and supporting capacity building among artists and cultural organisations with emphasis on the skills in the area of cultural entrepreneurship, artistic and technical skills.
- Activities aimed at publishing special issues of art journals and/or magazines with the emphasis on the “new” audience, including presentation of the issue in the less developed, distant and/or otherwise disadvantaged geographical areas and communities.
- Activities aimed at cultural management (seminars, workshops, summer schools, etc.) of individual art fields.
- Activities aimed at audience research (mapping, expectations, needs, etc.).

5. ELIGIBLE EXPENDITURES

Except for the so-called “excluded expenditures” listed in Article 8.7 of the Regulation on the Implementation of the European Economic Area Financial Mechanism 2014-2021 („the Regulation“), all types of expenditures can be eligible, provided that they meet the conditions listed in this Call and in Article 8.2, 8.3 and 8.5 of the Regulation.

Unless a later date is provided in the project contract, expenditures are eligible as of the date on which the Programme Operator decides to award the project grant. The Programme Operator shall in the same decision fix the final date of eligibility which shall be no later than either one year after the scheduled completion of the project or the date referred to in paragraph 3 Article 8.13 (currently 30 April 2024) of the Regulation, whichever is earlier.

The projects may involve minor investments (generally not more than 20% of the total eligible expenditures of the project), e.g. for the purchase of technical equipment necessary for project implementation.

For the purpose of this Call, equipment⁹ shall be considered costs of non-current (long-term) tangible and intangible assets according to the applicable accounting standards of the country where the

⁹ Where new or second hand equipment is purchased, only the portion of the depreciation corresponding to the duration of the project and the rate of actual use for the purposes of the project may be considered eligible expenditure. The entire purchase price of that equipment may only be eligible in case the PO determines that the equipment is an integral and necessary component for achieving the outcomes of the project by way of exception from the rule.

applicant and/or project partner is established and according to generally accepted accounting principles.

Applicants and project partners may opt to submit proof of expenditure by way of an audit report. It is highly recommended that project partners from the Donor States indeed opt to use this possibility and that they indicate the costs related to these audits into the Budget. For further information, see Article 8.12 of the Regulation.

6. RECOMMENDED MILESTONES AND TIMEFRAME

The Programme Operator highly recommends that the projects comply with the following timeframe:

| Event/Milestone | Expected date |
|-------------------------|----------------|
| Call closure | December 2019 |
| Project Contract signed | September 2020 |
| Project completed | December 2022 |

It follows from the previous table that the entire selection process will last approximately 9 months.

7. PARTNERSHIP

Partner is a legal entity actively involved in, and effectively contributing to, the implementation of a project. It shares with the applicant a common economic or social goal which is to be realised through the implementation of that project.

An example of suitable partnership is a transfer of know-how between Slovak and Donor States institutions, common live performances, development of joint strategies etc. A poor example of a partnership is a situation in which the partner provides services for the applicant. This, in fact, is not a partnership within the meaning of this Call; this would be a business relation.

In a working partnership, the partner has its own budget and activities he is responsible to meet. However, it is very important to note that the applicant is responsible for all commitments and irregularities of the partner in relation to the Programme Operator.

Partnership statement, letter of intent or other similar documents proving the partner's interest in participating in the project shall be submitted along with the Project Application. The document should be signed and submitted as a scanned version.

After the Project Application is approved, draft **partnership agreement** shall be submitted. The draft agreement is subject to the Programme Operator's screening before it is concluded. **It is neither necessary nor recommended to enter into the partnership agreement before the Project is approved!** Signed partnership statement, letter of intent or other similar document shall be seen as sufficient expression of interest of the applicant and its partner to jointly implement the project.

The number of partners receiving support under the Project is limited to 3. Other entities involved in the project can be mentioned in the Project Application as cooperating entities.

Partnership with Donor States entities

One of the two main objectives of the EEA Grants is to support the cooperation with Donor States entities. Under this call the partnership with a Donor State project partner is mandatory. To this end, the Programme Operator has opened for the possibility to apply for a grant for the search and establishment of partnerships between Slovak and Donor States entities. These activities can be funded under the Programme Bilateral Fund, which will provide small grants up to **EUR 5,000** covering mainly the related travel costs.

Please, be aware that:

1. It is necessary to apply for these funds before the expenses have been incurred.
2. The grants will be disbursed in the form of reimbursement.

When searching for a suitable partner in Norway, Iceland or Liechtenstein, the applicants may use one of the following tools:

1. Sending an inquiry with short description of the project to eeagrants@vlada.gov.sk. Such request will be shared with the Donor Programme Partners.
2. Direct contact with entities listed on the List of potential partners, published at www.eeagrants.sk.
3. When searching for partners from Iceland, it is recommended to contact RANNIS as the contact point at Ragnhildur.Zoega@Rannis.is.
4. When searching for partners from Liechtenstein, it is recommended to contact EEA grant coordinator in the area of culture¹⁰ as the contact point at arnoohri@eeagrants.li.
5. When searching for partners from Norway, it is recommended to contact the Arts Council Norway as the contact point at eeagrants@kulturradet.no.¹¹

Further information can be found in the **Call for bilateral activities**, published at www.eeagrants.sk.

8. SELECTION PROCEDURES

The project evaluation and award of grants shall be in accordance with Article 7.4 of the Regulation.

¹⁰ It is recommended to complete the Liechtenstein partners search form provided in the call Annexes if you contact the identified potential partners, the coordinator in the area of culture in Liechtenstein or the Programme Operator.

¹¹ It is recommended to complete the Norwegian partners search form provided in the call Annexes if you contact the identified potential partners, the Arts Council Norway or the Programme Operator.

The Programme Operator shall be responsible for project evaluation and for the award of grants.

The Programme Operator shall establish a Selection Committees that shall recommend the projects to be funded.

The Selection Committee shall consist of at least three persons possessing the relevant expertise. At least one of them shall be external to the Programme Operator and its Partners. Arts Council Norway, the Financial Mechanism Committee and the National Focal Point shall be invited to participate in the meetings of the Selection Committee as observers.

The Programme Operator shall review the Project Applications for compliance with administrative and eligibility criteria. Applicants whose Project Applications are rejected at this stage shall be informed and given a reasonable time to appeal that decision.

Each Project Application that meets the administrative and eligibility criteria shall be reviewed by two experts: one of these experts shall be appointed by the Programme Operator in cooperation with the Slovak Arts Council and the other shall be appointed by the Royal Norwegian Embassy in Slovakia in cooperation with the Arts Council Norway. The experts shall be impartial and independent of the Programme Operator and the Selection Committee.

The experts shall separately score the project according to the selection criteria published with the call for proposals. For the purposes of ranking the projects, the average of the scores awarded by the experts shall be used.

If the difference between the scores given by the two experts is more than 30 % of the higher score, a third expert shall be commissioned by the Programme Operator to score the project independently. In such cases the average score of the two closest scores shall be used for the ranking of the projects.

The Programme Operator shall provide the Selection Committee with a list of the ranked projects. The Selection Committee shall review the ranked list of projects. It may modify the ranking of the projects in justified cases. The SC can mainly give priority to the projects enabling to achieve the target value of the indicators, to cover the certain geographical regions lagging behind; and a clearly defined less privileged target groups. The justification for the modifications shall be detailed in the minutes of the meeting of the Selection Committee. If such a modification results in a project's rejection, the affected applicant shall be informed in writing about the justification for the modification. The Selection Committee shall submit the list of recommended projects to the Programme Operator.

The Programme Operator shall verify that the selection process has been conducted in accordance with the Regulation and that the recommendations from the Selection Committee comply with the rules and objectives of the programme. Following such verification, the Programme Operator shall, based on the recommendation of the Selection Committee, make a decision on which projects shall be supported. Prior to making such decision, an on the spot visit may be carried out by the Programme Operator. If, in duly exceptional cases, the Programme Operator modifies the decision of

the Selection Committee or suggests modification of the project, it shall inform the Selection Committee and the applicants affected and provide them with a justification.

The Programme Operator shall notify the applicants about the results of the selection process within a reasonable time and publicise the results.

9. FINANCING AND REPORTING

Payments of the project grant shall take the form of advance payments, interim payments and a final payment. The level of advance payment to projects shall be set out in the project contract. The maximum level of advance payment shall be linked to the project budget and duration as follows:

| Project implementation duration ¹² | Advance payment | 1 st Interim payment | 2 nd Interim payment | 3 rd Interim payment | 4 th Interim payment | Final payment ¹³ |
|---|-----------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-----------------------------|
| Less than 24 months | 20% | 40% | 30% | - | - | 10% |
| 24-36 months | 15% | 30% | 25% | 20% | - | 10% |
| More than 36 months | 10% | 20% | 20% | 25% | 15% | 10% |

The advance payment shall be paid following the signature of the project contract. Subsequent payments shall be paid after the approval of project interim reports. The final payment will be paid after approval of the final report.

An advance payment, if any, of a percentage of the total grant amount shall be paid within 15 working days from the submission of a request or within the period set in the project contract. The interim payments shall be paid within 1 month after the approval of project interim reports.

10. STATE AID

The Programme Operator shall, in line with Article 8.16 of the Regulation, ensure that any public support under the EEA Financial Mechanism 2014-2021 complies with the procedural and substantive state aid rules applicable at the time when the public support is granted. In case the Programme Operator establish that the provision of the Project Grant would constitute State Aid, the Programme Operator shall assess its compatibility with the State Aid Scheme for State Aid Scheme

¹² The project contract may set suspensive conditions related to advance, interim and/or final payments. In justified cases, at the Programme Operator's discretion, a project promoter may receive extraordinary payments to ensure sufficient funds for the projects during the implementation so as to avoid any liquidity problems, provided that the Programme Operator has sufficient capacity to proceed with these payments.

¹³ Retention may be applied at the end of the implementation or pro rata from each advance payment and interim payments.

on the Support of Cultural Tourism and Arts, (hereinafter referred to as “the Scheme”), published at www.eeagrants.sk.

The Scheme covers both investment aid and operating aid within the meaning of Article 53 of the General Block Exemption Regulation (GBER).¹⁴ State Aid represents a comprehensive topic and the applicants are advised to consult the GBER and the Scheme. The GBER provides for several stipulations that might have an impact on the implementation of the project. In case the provision of the Project Grant constitutes State Aid, the applicant and any of their partners receiving support under the Scheme must not be considered as undertaking in difficulty as defined in Article 2, recital 18 of the GBER.

Alternatively, if the project falls under the scope of this Call but includes costs that are not eligible under the Scheme, the grant or its respective part can be provided as de minimis aid, if conditions for granting this aid are met.

11. PROJECT APPLICATION SUBMISSION AND EVALUATION

Project Application shall be prepared in English and submitted electronically via the web application accessible at [directlink](#) until the date and time of the call closure specified in Chapter 1 of this Call (Basic data and conditions). The Application Form can be found at [directlink](#) and the user guide at [directlink](#). The following mandatory attachments shall be submitted along with Project Application:

1. Budget. Budget template is attached to this Call.
2. **Partnership statement, letter of intent or other similar documents** proving the interest of at least one mandatory partner in participating on the implementation of the project. The document should be signed and submitted as a scanned version.

The date and time of the submission of the Project Application is identical to the date on and time of its receipt by the server of the Government Office of the Slovak Republic.

The Project Application does not need to be signed. Signature shall be required prior to the conclusion of the Project Contract.

Project Application and the Budget should be submitted as XLS or XLSX files. Other annexes should be submitted as PDF files to prevent accidental loss of data.

12. FURTHER INFORMATION

Please note that all applicants are required to disclose any consultant involved in the preparation of the Project Application.

There is no legal entitlement to the Project Grant.

¹⁴ Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty

Before and during preparation of a Project Application the applicant is strongly advised to comply with the following documents, as amended:

- Guideline for Applicants
- Guideline for Project Promoters and Project Partners
- State Aid Scheme on the Support of Cultural Tourism and Arts
- *De Minimis* Aid Scheme for the support of financial participation of undertakings in projects of the EEA and Norwegian Financial Mechanisms 2014-2021
- Project Contract template

Further recommended documents are:

- Programme Agreement for the financing of the Programme “Cultural Entrepreneurship, Cultural Heritage and Cultural Cooperation”
- Regulation on the implementation of the EEA Financial Mechanism 2014 – 2021;
- Guidelines, instructions and other documents published by the Financial Mechanism Office, National Focal Point and Ministry of Finance of the SR (Certifying Authority).

These documents are published on the websites www.eegrants.sk / www.norwaygrants.sk and/or www.eegrants.org. The Programme Operator may also introduce the FAQ section, if relevant.

The complaints page of the NFP can be found under this link: [complaints](#).

The Programme Operator can be contacted for queries by:

- e-mail: eeagrants@vlada.gov.sk (the request needs to be linked to the call – by call code CLT02; questions received by e-mail will be responded within 10 days);
- phone: +421-2-209 25 516.

13. CALL ANNEXES

1. Application Form
2. Budget template
3. Selection Criteria
4. Selection Committee Statutes and Rules of Procedures
5. Norwegian partners search form (not binding)
6. Liechtenstein partners search form (not binding)