

Culture Programme

Connecting Dots

Arts Mobility and Audience Development

Fund for Bilateral Relations

Travel Grants

EEA Financial Mechanism 2014 – 2021

Contents

1 THE PORTUGUESE CULTURE PROGRAMME	3
2 OBJECTIVE OF THE CALL	4
3 FUNDING AND GRANT VALUE	4
4 PROCEDURE FOR SUBMISSION OF APPLICATIONS	5
5 ELIGIBLE APPLICANTS.....	5
6 ELIGIBLE PROJECT ACTIVITIES	6
7 DEADLINE FOR SUBMISSION OF APPLICATIONS.....	6
8 ELIGIBILITY REQUIREMENTS.....	7
9 SELECTION AND DECISION-MAKING PROCESS	7
10 PAYMENT OF FINANCIAL SUPPORT AND REPORT CONDITIONS	8
11 ADDITIONAL INFORMATION	8

1 | The Portuguese Culture Programme

Through the Financial Mechanism of the European Economic Area 2014-2021, Iceland, Liechtenstein and Norway, as Donor States, fund initiatives and projects in 15 Member States of the European Union, with a view to reduce economic and social disparities and strengthen bilateral relations.

The Culture Programme aims to support projects that promote social and economic development through cultural cooperation, entrepreneurship and cultural management and strengthen bilateral cooperation between Portugal and the Donor States.

To accomplish this objective, the Portuguese Culture Programme focuses on two main areas: Coastal Cultural Heritage and Arts Mobility and Audience Development.

In the area of Coastal Cultural Heritage, the Programme aims to support projects for the safeguarding and rehabilitation of coastal cultural heritage and the revitalization for local communities.

The Arts component is the focus of this Fund for Bilateral Relations. The Arts component will support multidisciplinary arts programming projects in low-density territories of Mainland Portugal and in the Autonomous Regions of the Azores (R.A.A.) and Madeira (R.A.M.).

One of the two main goals of the EEA Grants is to increase cooperation and relations between Portugal and the donor countries. Partnerships between entities established in Portugal and in Iceland, Liechtenstein and Norway are central for the arts projects. Activities in the Donor States can also be included as part of the projects.

Programme Operator (PO): Directorate-General for Cultural Heritage (DGPC) has the responsibility for preparing and implementing the Culture Programme in close cooperation with the Donor Programme Partner. Also provides information to the public on the existence, the objectives, the implementation and achievements of the programme.

Programme Partner: Directorate-General for the Arts (DGARTES) is the central department of the Ministry of Culture in charge of coordinating and implementing policies for the support of the arts in Portugal and has is responsible for the preparation and implementation of the Arts component of Culture Programme in close cooperation with the Donor Programme Partner and the Programme Operator.

Donor Programme Partner: Arts Council Norway (ACN) will bring their expertise on the arts management and Norwegian arts sector and organizations and is responsible for organizing dissemination actions and establishing contacts with artistic entities from Norway. ACN takes part in the cooperation committee, advises on the programme preparation and implementation and acts as an observer in the selection committee.

More information about the Culture Programme on the website of EEA Grants (in Portuguese or English): <https://www.eeagrants.gov.pt/en/programmes/culture/>

More information about the Culture Programme and bilateral cooperation on the website of Arts Council Norway (in Norwegian): <https://www.kulturradet.no/stotteordning/-/vis/eos-midler-portugal>

2 | Objective of the call

The present call for bilateral initiatives aims to support the establishment or reinforcement of international partnerships between Portugal and the Donor States (Iceland, Liechtenstein and Norway) and preparation of joint project applications for Call 2 ñ Connecting Dots ñ Arts Mobility and Audience Development.

The current Call does not fund specific projects, but will support exchange activities and meetings between potential project promoters of Portuguese nationality and potential partners from donor countries with the purpose of preparing projects and project applications.

The aim of the bilateral initiative is to develop a future project which can be implemented together with the partner.

3 | Funding and Grant Value

The amount available under this Call is **23.000 ü**

The support for bilateral initiatives to be granted within the scope of this call is intended to be an encouragement for organizing meetings between Portuguese and Donor State entities. The grant will be allocated as a single payment per entity (lump sum), in the form of a reimbursement. The reimbursement will have the following amounts:

- 800 ü for travels from Portugal to Central Norway¹ or Liechtenstein;
- 900 ü for travels from Portugal to Non-Central Norway;
- 1000 ü for travels from Portugal to Iceland;
- 800 ü for travels from Central Norway or Liechtenstein to Portugal;
- 900 ü for travels from Non-Central Norway to Portugal;
- 1000 ü for travels from Iceland to Portugal.

If travelling from or to the Autonomous Regions (Azores and Madeira) a supplement of 200 ü will be added to the amounts mentioned above.

Requests for reimbursements must be accompanied by the documentation mentioned in point 10 of this call.

¹ Central Norway is the South-East part of Norway where travel to/from Oslo Airport Gardemoen only is needed (i.e. no need for additional flight within Norway).

The travel grant is awarded per entity, regardless of the number of persons per entity that travel. An entity can receive the travel grant only once. In the case of entities cooperating under the same project/meeting/dates, the application must be made separately, i.e. by each entity.

The person that travels must present a declaration from the applicant entity they represent (only if a Portuguese person/applicant).

4 | Procedure for submission of applications

All applications shall be submitted in English.

The application will include:

- Application form, filled in with clear details, in English;
- For Portuguese applicants: Presentation of certificate of company status issued by Trade Registry for private, commercial or non-commercial and non-governmental organizations; document proving the legal constitution of the public entity (Annex 1);
- For donor state applicants: Presentation of certificate from the National Registry of status and area of activity.² Document for natural persons from Liechtenstein;
- For Portuguese applicants: Declaration of the applicant entity stating that the participant represents the applicant entity, signed and stamped by the legal representative, if applicable (Annex 2);
- Partnership expression of interest/invitation, filled in by the potential partner in the other country, signed (electronic signature is sufficient, e.g. email) (Annex 3);
- Presentation of the non-debt statements to the updated Tax and Social Security Authority (only applicable to Portuguese entities, or entities from Donor State countries if they develop economic activities in Portugal) (Annex 4).

The documents for the submission of applications are available at <https://www.eeagrants.gov.pt/pt/programas/cultura/>.

The documents should be submitted through the email: eeagrantsculture@dgartes.pt with the email eeagrants@kulturradet.no in copy.

5 | Eligible applicants

The following entities are eligible for financial travel support under this Call:

² For entities based in Norway, this will be the Registry Copy (registerutskrift) from Brønnøysundregisteret. The copy can be in Norwegian.

For entities based in Iceland and Liechtenstein this will be the equivalent document issued by the equivalent public authority. For entities based in Liechtenstein, this document may be substituted by a certificate of Statutes deposit issued by the competent municipal authority.

- a. Private entity or non-governmental organisation established as a legal person (natural persons are not eligible) in Portugal which is active in the cultural and artistic sectors, pursuant to point 11 of the Open Call of the «Connecting Dots - Artistic Mobility and Competition and Audience Development».
- b. Artistic or cultural entities based in Iceland, Liechtenstein or Norway, whether public or private, commercial or non-commercial, and non-governmental organizations established as legal persons whose principal activity is in the cultural and creative sectors;
- c. Natural persons who are legal residents of Liechtenstein, whose principal activity is in the cultural and creative sectors.

Please consult the text for call 2 Connecting Dots ñ Artistic Mobility and Audience Development for eligibility here:

<https://www.eeagrants.gov.pt/en/programmes/culture/calls/connecting-dots-arts-mobility-and-audience-development-call2/>

<https://www.eeagrants.gov.pt/pt/programas/cultura/concursos/connecting-dots-mobilidade-artistica-e-desenvolvimento-de-publicos-aviso2/>

6 | Eligible project activities

The grant is intended to support the development of partnerships and the preparation of an application for a potential project to be submitted to Call 2 Connecting Dots ñ Arts mobility and audience development.

The following activities are eligible for support:

- a) Activities to develop partnerships between Portuguese and Donor States entities through meetings, working together, sharing knowledge / interests / experiences regarding definition and implementation of multidisciplinary artistic programming project with and for the local and regional communities, to be submitted under the Call 2;

The activities can be implemented only in Portugal, Iceland, Liechtenstein or Norway.

The applicant has to demonstrate an eligible project idea as Promoter entity, namely objectives and goals to achieve. A Partner entity must demonstrate the contributions to the partnership and activities involved within the project.

The travel has to be performed by the applicant / entity awarded the grant.

7 | Deadline for submission of applications

Applications for travel support will be handled on a consecutive basis until the end of the full allocation of funds available under this call.

The Programme Partner will notify on the EEA Grants website Culture Programme internet page, and the Donor Programme Partner in its website, if the allocation of funds within this call is exhausted before the deadline of the call. The Partners will also provide information if the allocation may be reinforced, if additional funds become available and if justified considering volume and quality of the applications.

The deadline for submitting the applications is **5 March** 2020, at 5.30 p.m. (Lisbon time GMT)

The meetings scheduled during the travel must be done until 15 calendar days before the Open Call 2 closes.

8 | Eligibility requirements

The travel support is awarded according to the following requirements:

- All sections of the application are filled in correctly and in English language, and presentation of the annexes;
- Applicant and partner(s) are eligible in accordance with section 5 above;
- Presentation of activities plan;
- Demonstration of an eligible project idea and contributions for the partnership are within the objectives of this call;
- The purpose of the travel and the meetings must be within the objective of this Call.

9 | Selection and decision-making process

The applications will be evaluated on a first-come, first-served basis.

The evaluation of the applications will be carried out on an ongoing basis within the limits of the budget available under this call.

Applicants are notified of the decision on the application for support within 15 calendar days after the submission, in a written form via email from eeagrantsculture@dgartes.pt

In order to verify the application eligibility, the Programme Partner reserves the right to request additional documentation, which will be made to the email address provided on the application form, suspending the deadline for application verification.

The required clarifications must be received in writing, to the email above mentioned, within 7 calendar days from the request. Failing in providing the requested information within the deadline may result in the rejection of the application.

All applicants will be informed in writing of the final decision made by the Programme Partner and may, if they consider that they have been adversely affected by that decision, file a complaint under the Portuguese Code of Administrative Procedure.

10 | Payment of financial support and report conditions

The financial support is awarded to applications that meet all aforementioned eligibility requirements, in accordance with EEA Grants 2014-2021 Regulation, and other applicable legislation, up to the limit budget available in this call.

The grant will be awarded as a lump sum. The applicant must cover the expenses and request the reimbursement to the Programme Partner, after the trip.

Within maximum 30 calendar days after the return from the bilateral initiative, applicants must submit the following documents:

1. Request for the travel support (www.eeagrants.gov.pt/pt/programas/cultura/);
2. Documents proving the under taken activities, specifically:
 - a. Travel Report that should include a brief description of the activities developed and foreseen in the activity plan of the application, obtained results and future prospects of the projects;
 - b. Photographs or videos recorded;
 - c. Declaration of presence issued by the entities involved in the activities developed.

The documents mentioned in paragraph 1, and paragraph 2 (a) must be, signed and scanned to be sent to the Programme Partner (DGARTES), responsible for evaluating, to the email eeagrantsculture@dgartes.pt.

The reimbursement will be processed until 45 calendar days after all the provided documents delivered and approved.

11 | Additional Information

Requests for clarification should be sent to: eeagrantsculture@dgartes.pt.

More information available at: www.eeagrants.gov.pt/en/programmes/culture/

The Arts Council Norway (eeagrants@kulturradet.no), the Icelandic Centre for Research - RANNÍS (Ragnhildur.Zoega@Rannis.is) and Arno Oehri from Liechtenstein (arnooehri@eeagrants.li) can assist in partner search in their respective countries.

Contacts:

The Arts Council Norway	eeagrants@kulturradet.no
The Icelandic Centre for Research	Ragnhildur.Zoega@Rannis.is
Liechtenstein	arnooehri@eeagrants.li
