EU4CULTURE || Call for Managing and Curating the EU4Culture Regional Festival

Question and Answer

Question #1: What type of Festival is envisaged?	**Answer #1:** It is envisaged that the festival will be multi-dimensional. Detailed concept of the festival shall be developed by the external service provider selected within this call, in coordination with the EU4Culture team. The festival may combine a variety of events like exhibition, theater play, screenings etc.
Question #2: Which countries will participate?	**Answer #2:** Artists from Eastern Partnership Countries (Armenia, Azerbaijan, Belarus, Georgia, Republic of Moldova, and Ukraine) will participate in the festival. The focus is made on EU4Culture Network Cities, and the artworks produced within the EU4Culture grant schemes in all participating countries.
Question #3: What mediums will be applied, are there already existing artworks which will be showcased?	**Answer #3:** The assignment of the external service provider under this call is to select artworks to be showcased at the festival, based on the research and mapping of artworks produced within the EU4Culture grant schemes in all participating countries. The selection will be made in collaboration with the EU4Culture team and in coordination with local curators from the participating countries.
Question #4: Is/are the venue(s) for the Festival in Zugdidi (Georgia) already selected?	**Answer #4:** The festival venue(s) will be selected together with the external service provider selected within this call, based on the detailed concept of the festival.
Question #5: Are the applicants required to submit budget estimation for the festival at this stage?	**Answer #5:** At the application stage interested parties are required to submit budget proposals for the services to be provided under this concrete assignment (i.e. team member fees, costs for travel,

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	accommodation, and other relevant costs). Budget proposals shall be prepared according to the provided template (Annex 3 – Budget form).
Question #6: Is the applicant required to include logistic and production costs in the budget proposal under this call?	**Answer #6:** The applicants are required to submit budget proposals solely for the services to be provided under this call.
Question #7: Is there a range of budget foreseen for this assignment, within which the budget proposal needs to be prepared?	**Answer #7:** The budget ceiling for the assignment is not provided in the call for proposals. It is expected that the submitted budget proposals are realistic and the costs are well justified.
Question #8: Does the assignment foresee travel of the external service provider to other Eastern Partnership Countries, or only local travel in Georgia is required?	**Answer #8:** The assignment foresees only local travel in Georgia (to Zugdidi). The external service provider shall work in coordination with the local curators in EaP countries and the project team. Exceptionally, if the applicant considers that travel to other EaP countries is essential and decisive for ensuring qualitative implementation of the assignment, the applicant may justify this in the proposal. In this case the applicant needs to provide solid argumentation and reflect respective travel costs in the budget proposal.
Question #9: Is the whole staff, including technical staff of the festival selected under this call?	**Answer #9:** This call for proposals is for management and curating of the EU4Culture Regional Festival. The project will select another external service provider - "Production Company" for ensuring technical and logistical services under a separate call (cf. ESP 2 -in ToR). The external service provider selected under this call is expected to work in close collaboration

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	with the "Production Company," the EU4Culture team and the local curators.
Question #10: Who is responsible for communication and visibility aspects?	**Answer #10:** The EU4Culture team holds overall responsibility for the communication and visibility of the event. The duties of the external service provider, to be selected under this call and related to the communication and visibility aspects of the festival, are detailed under **Work Package #3** in the Terms of Reference (ToR). This package includes communication, text editing, copywriting, design, and production of the event catalog.