

# GUIDE FOR APPLICANTS

## REPAIRING THE PRESENT OPEN CALL



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# REPAIRING THE PRESENT

## OPEN CALL

### CALL OPENS:

15 October 2021, 1 PM CET

### CALL CLOSES:

21 November 2021, 1 PM CET

### Partners:

Snowball (coord., BE), MAXXI Museum (IT), Art Hub Copenhagen (DK), STATE (DE), Onassis Stegi (EL), In4Art (NL), MEET (IT), CCCB (ES), Ars Electronica (AT), SONY CSL Lab (FR), Kersnikova (SI), CYENS Centre of Excellence (CY)

## 1. General Information

Repairing the Present is a European project that received funding from the European Commission's Directorate-General for Communications Networks, Content and Technology under grant agreement LC01641664. Repairing the Present aims to bring the S+T+ARTS mission at a regional level and involve communities in the development of solutions to the problems that they face, all the while raising awareness about the potential of artists to act as catalysts for change at a local and global level.

Repairing the Present provides artists with:

- Up to EUR 40.000 budget for artists fellowship to cover the artist fee and other fellowship-related costs (including but not limited to artwork/prototype production, transportation to joint Prototyping Park exhibitions, travel and accommodation expenses, insurance)
- Access to the regional fellowship host organisation and local expert group
- Access to the Europe-wide S+T+ARTS network
- Access to new technologies and R&D departments
- Participation in Prototyping Parks showcasing the outcomes of the fellowships at MAXXI Rome, ZKM Karlsruhe as well as at regional locations of the Regional S+T+ARTS Centers upon selection
- Visibility through high impact communication activities to promote the artistic output and its innovation spillovers (including dissemination events foreseen from July-December 2022)

The final aim is to develop thought-provoking artworks in the form of prototypes that seamlessly bridges between art and technology and propose solutions to a real-life issue that have both artistic and functional value.

Repairing the Present will support 21 artists through 11 Regional S+T+ARTS Centers, distributing a total amount of EUR 840.000 in the coming year.

Repairing the Present will support selected applicants through a program that includes a 6-month fellowship starting in February 2022, as well as multiple exhibitions and events during the fellowship period and thereafter until December 2022. The programme includes fellowship funding, mentoring, access to experts and training.

The entire duration of the program is 11 months and includes five phases of development. Phase 1-4 are part of the artist fellowship and Phase 5 is dedicated to the preparation of exhibitions/Prototyping Parks and other dissemination events.

- Phase 1 (M1, 1 month): Reflection
- Phase 2 (M2, 1 month): Concept
- Phase 3 (M3, 1 month): Evaluation
- Phase 4 (M4-6, 3 months): Production
- Phase 5 (M8-11, 4 months): Exhibition

The Regional S+T+ARTS Centers' Consortium, coordinated by Snowball Hub (Belgium), includes 12 partners from 11 countries representing regional arts, technology, industrial and scientific ecosystems.

## 2. Eligibility Criteria

### 2.1 Who can apply?

In this Open Call for proposals, applicants can apply as individual artists or collectives. Applicants can be legally established as self-employed individuals (freelancers) or SMEs registered under NACE Code '9003 Artistic Creation' who undertake artistic activities as a professional occupation. Artists must have already produced several artworks for the jury to evaluate their artistic experience. Artists will be asked to submit 2 to 4 works as examples of previous work through the portfolio section in the application form. Previous experience collaborating with industrial companies and/or research institutions will be valued, but is not a condition for participation.

Note that individual artists or collectives of individual artists from any country in the world are eligible provided that they can travel to Europe for the Repairing the Present programme and always provided that the Covid-19 situation allows it.

### 2.2 How to apply?

Applications must be submitted via the online registration form, no later than **the 21st of November, 1 PM CEST**. Any application received after the deadline will be automatically rejected.

To respond to the call, it is required to follow the process outlined below:

#### **Step 1: Identify Challenges**

Consult the fellowship challenges and identify max. 3 challenges you wish to apply for.

#### **Step 2: Complete and submit the application**

Once you have registered a profile on the online submission platform (FundingBox), the following information and documents will be required:

1. Administrative form: an online form covering all the basic information required.
2. Portfolio and proposal form: an online form covering all the relevant sections of the proposal. The proposal must be uploaded on the application platform (PDF, max. 30 MB)
3. Video: A short video (not necessarily professional) presenting the idea and the motivation to engage with Repairing the Present (max. 2 minutes; Vimeo or YouTube link)
4. Additional artistic material/artist presentation will be required:
  - CV
  - Potential links to videos or pictures of past works relevant for the application (PDF, max. 1MB)
5. Information Consent: a tick box clicked by the applicants confirming they have read the conditions outlined in this document, and agree and comply with them.

When applying to the Repairing the Present open call, please also note that:

- We will evaluate only proposals submitted through the online platform before **the 21st of November 2021, 1 PM CEST**. Upon receipt of each proposal, the system sends a confirmation of submission.
- You must verify the completeness of the form before submission. Applications can not be edited once they have been submitted. It is also not possible to add any further information after the deadline. The only exception for editing the application after the deadline is if a mistake has been made in the key administrative data (e.g. contact mail or phone, name of the company, etc.). In this case, the applicants must contact us at [hello@repairingthepresent.eu](mailto:hello@repairingthepresent.eu) indicating the proposal ID, their username and the data that needs to be corrected.
- Though applicants are allowed to submit proposals for multiple challenges (max. 3), neither team members nor any legal entities can be funded twice by Repairing the Present. In case more than one of the submitted proposals **with one or more of the same team members or members of the same organisation** will be among the selected finalists, the candidate(s) will be allocated to their prioritized fellowship.
- All mandatory sections must be written in English for the proposals to be eligible. Only parts written in English will be evaluated.
- All mandatory sections of your proposal must be completed. The data provided must be actual, true, complete and **should allow assessment of the proposal**. Additional material, not specifically requested in the online application form, will not be considered in the evaluation. We will check all the information provided in your application during the evaluation phase and the Sub-grant Agreement (SGA) preparation phase.
- We will take into consideration the existence of potential conflicts of interest among you and one or more of the Repairing the Present Consortium partners. Consortium partners, their affiliated entities, employees and permanent collaborators cannot take part in the Repairing the Present programme. All potential conflicts of interest will be assessed on a case by case basis.
- We don't accept entities that are under liquidation or are an enterprise under difficulty according to the Commission Regulation No 651/2014, art. 2.18, or that are excluded from the possibility of obtaining EU funding under the provisions of both national and EU law, or by a decision of either national or EU authority.
- Your project should be based on your original work or your right to use the IPR must be clear. Going forward, any foreseen developments must be free from third party rights, or those third-party rights must be clearly stated.

Repairing the Present plans 2 online info sessions about this open call (the 18th & 29th October). These sessions will be announced on the S+T+ARTS website and social media channels.

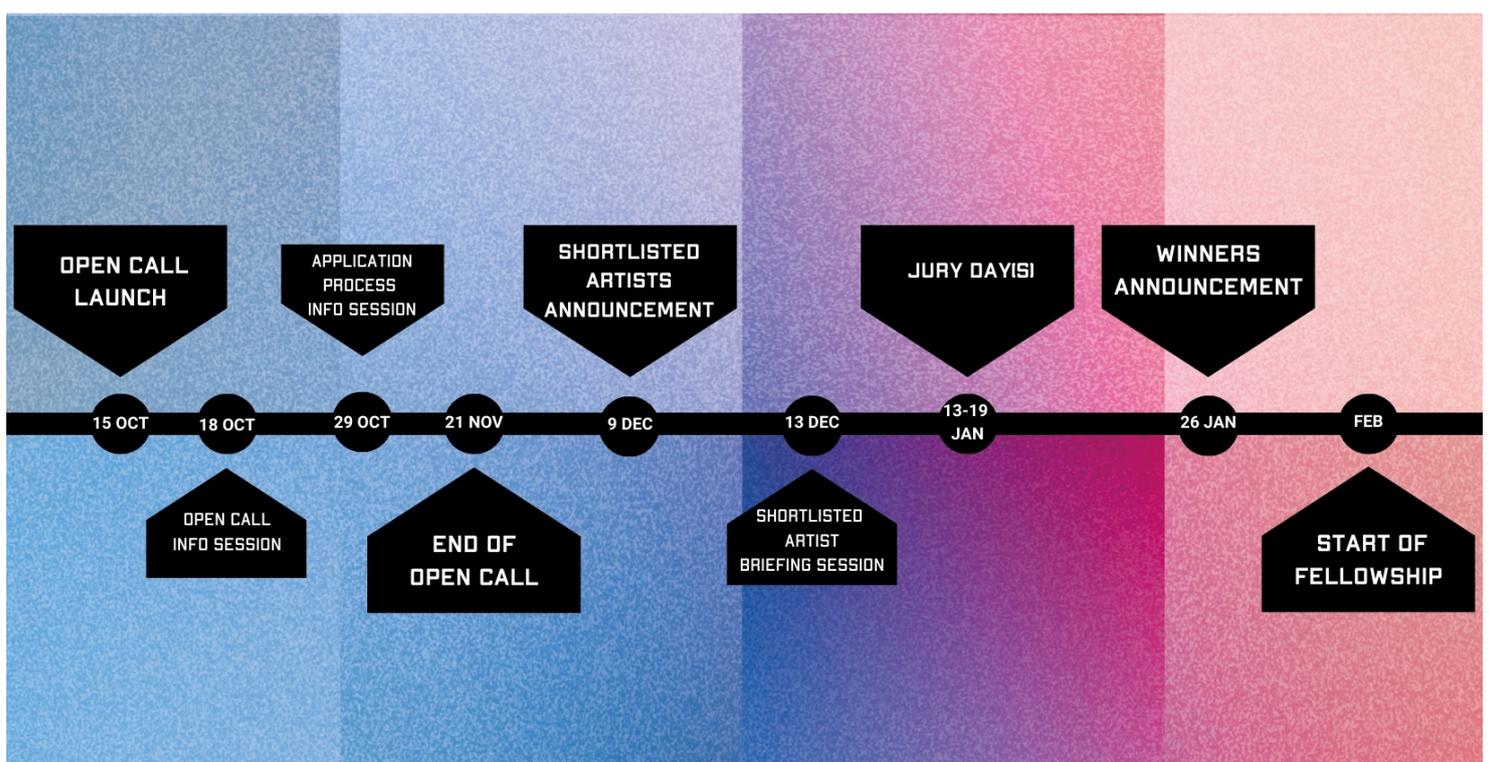
### 3. Evaluation Process

Our evaluation process is transparent, fair and equal to all our participants. For this call, we are looking for the best fit for our project. We expect a high number of applications and since we are much more concerned with quality than quantity, we suggest that you put effort into how you present your proposal. Please make sure you provide as many details as you can, identifying the main key points and how they fit with the overall scope of Repairing the Present. This will provide us with a better understanding of your application during the evaluation process.

The evaluation of the proposals consists of the following steps:

- Proposal submission.
- Eligibility checks: Proposals that do not comply with the 'eligibility criteria' will be excluded.
- Internal evaluation by the Regional S+T+ARTS Centers: individual evaluations of submitted proposals, resulting in a 'ranking list'.
- Local Expert Group (LEG) meetings: The 'LEG Committee' will review the proposals with the best score in the previous phase and select the finalists.
- Jury Day where finalists will be invited to present their proposals.

After the Jury Day, once formal checks and validations have been completed each selected artist will sign a Sub-Grant Agreement with their Regional S+T+ARTS Center.



### **3.1 Eligibility check**

The eligibility check will be done on all proposals submitted before the deadline. All criteria are listed in this Guide for Applicants. The projects that do not comply with those criteria will be excluded and marked as ineligible.

We will inform all applicants about the results of the eligibility check.

### **3.2 Internal evaluation by Regional S+T+ARTS Centers**

After the eligibility check, each eligible proposal will be evaluated by 3 internal and external experts, appointed according to the specific characteristics of the regional challenges. The best 10 proposals will be presented to the Local Expert Group of each fellowship. The Local Expert Groups will select the top 3 candidates for each fellowship. The top 3 candidates will be invited for the Jury Day. The evaluation criteria will take into account all (but not limited to) the following aspects:

**Artistic excellence:** an evaluation based both on previous work and on the vision developed in the proposal (including the proposed use of (digital) technology in tackling the regional challenges)

- CV
- previous experience
- vision in the proposal

**Innovation potential:** an evaluation of the quality and strength of the proposal in terms of its potential to be linked with concepts of innovation or sustainability: the willingness to experiment and prototype to achieve innovation spillovers.

- the fit of selected technology with the challenge
- foreseen experiments
- novel/ innovative character of the proposal
- portfolio entries (proof of the artists' ability to go from the conceptual to the development stage)

**Implementation fit:** an evaluation of the proposal's links with the needs and goals of a) the program, b) the partners, as well as its feasibility within the given time and budget.

- feasible implementation
- fit with challenge
- fit with Fellowship partner
- fit with Regional Centre
- fit with Repairing the Present program

All applications will be assigned a score from 0 to 5 for each criterion which will be recorded by the evaluators in an Individual Evaluation Report. The threshold for each criterion is 3. The overall threshold, i.e the sum of the three individual scores, is 10.

0 = Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information

1 = Poor – criterion is inadequately addressed or there are serious inherent weaknesses

2 = Fair – proposal broadly addresses the criterion, but there are significant weaknesses

3 = Good – proposal addresses the criterion well, but a number of shortcomings are present

4 = Very good – proposal addresses the criterion very well, but a small number of shortcomings are present

5 = Excellent – proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

### **3.3 Local Expert Group (LEG) Consensus Meeting**

The Selection Committee, consisting of the Local Expert Group in each Regional S+T+ARTS Center, will decide by consensus (or a majority vote of  $\frac{2}{3}$  of members) and based on the ranking obtained as a result of the Evaluation, the list of finalists to go to the next phase.

### **3.4 Jury Day**

A Jury Day will be organised in each of the Regional S+T+ARTS Centers, to which finalists will be invited to present their proposals. After the event, the Jury will select the winners and include them in the Provisional List of recipients.

The Jury will select the final beneficiaries considering the following 'Awarding criteria':

- Artistic quality: an evaluation based both on previous work and on the vision developed in the proposal (including the proposed use of (digital) technology in tackling the regional challenges).
- Regional challenge analysis: quality and expectations of the success of the collaboration proposed between artist, LEG, fellowship partner to work towards the goals of the EU Green Deal.
- Quality and strength of the proposal's link with concepts of innovation and sustainability: willingness to experiment and prototype to achieve innovation spillovers.
- Realistic planning and budget allocation.

The 'Selection Committee' will decide by consensus (or a majority vote of  $\frac{2}{3}$ ) the 'Provisional List of recipients', and 'Reserve List'.

EUR 750 will be granted to each artist selected to participate in an online Jury Day | EUR 1,500 will be granted to each artist selected to participate in a physical Jury Day. In-person Jury Day(s) will take place in the EU at a Regional S+T+ARTS Centre or one of its partners. However, if the Covid-19 situation is still affecting people's mobility, Jury Day(s) will take place online.

After Jury Day, we will communicate the results to the applicants by email.

Finalists will be invited to present their projects to the jury between 13 - 19 January 2022. Each Regional S+T+ARTS Center independently determines whether the jury day(s) will take place online or in-person and on which day.

## 4. Support Programme and Payment Arrangements

The selected grantees will receive a fixed lump sum of up to EUR 40.000. The fixed lump sum is a simplified method of settling expenses in projects financed from EU funds. It means that the grantee is not required to present strictly defined accounting documents to prove the cost incurred (e.g. invoices) but they are obliged to demonstrate the implementation of the project in line with the milestones set for it. Simply speaking: it means that we will assess your progress and quality of your work during interim reviews, not your accountancy. The milestones (deliverables and KPIs) will be fixed in the individual fellowship plan elaborated at the beginning of the fellowship program.

The lump-sum does not release the grantee from the obligation to collect documentation to confirm the costs under national and European fiscal regulations.

For ease and transparency, the Financial Support will be paid against specific deliverables (which will be included in the individual fellowship plans). Each grantee will receive the funds as follows:

- Jury day mini-grant after Jury Day
- 40% of the fixed sum (EUR 16.000) at the beginning of the fellowship (based on the individual fellowship plan)
- 30% of the fixed sum (EUR 12.000) after completion of Phase 4 (Production) in M6 of the fellowship
- 30% of the fixed sum (EUR 12.000) after completion of Phase 5 (Exhibition) and before 30th November 2022.

## 5. Contact Us

### In case you need help

If, after reading the present Guide for Applicants and the FAQs on the starts.eu website, you have further questions regarding our Open Call process, please send us an email at [hello@repairingthepresent.eu](mailto:hello@repairingthepresent.eu)

In case of any technical issues, please include the following information in your message:

- your Fundingbox username, telephone number and your email address;
- details of the specific problem (error messages you encountered, bugs descriptions, i.e. if a dropdown list isn't working, etc.);
- screenshots of the problem.

For more information about Repairing the Present Open Call, please check the Repairing the Present open call page on the starts.eu website.

For updates and project news, please visit [www.starts.eu](http://www.starts.eu).

### Complaints

If, after receiving the results of one of the evaluation phases (when foreseen), you consider that a mistake has been made, you can send us your complaint. To do so please send us your complaint in English by email at [hello@repairingthepresent.eu](mailto:hello@repairingthepresent.eu) including the following information:

- your contact details (including email address)
- the subject of the complaint
- information and evidence regarding the alleged breach.

Please submit your complaint within **3 calendar days** from the day of receipt of the grounds for rejection. We will review your complaint within 7 calendar days from its reception. If we need more time to assess your complaint, we will inform you by email about the extension. We will not review anonymous complaints or complaints with incomplete information.

Please consider that the evaluation is run by experts part of the Repairing the Present consortium. We do not interfere with their assessment, and therefore, we will not evaluate complaints related to the results of the evaluation other than those related to mistakes in the evaluation of the eligibility criteria.

## 6. Final Provisions

Any matters not covered by this Guide for Applicants will be governed by Belgian law and rules related to EU grants.

Please note that we make efforts to keep all provided data confidential. However, you are solely responsible for indicating your confidential information as such.

Your IPR will remain your property. Concerning the IPR generated during the Fellowships, the following rules apply:

- the licensing of IPR of the newly developed artistic works shall be agreed upon between the Regional S+T+ARTS Center, Fellowship partner(s) and the Artist.
- the IPR shall remain available for non-profit research and development activities.

Grant beneficiaries will agree that information regarding the projects selected for funding can be used by the Repairing the Present consortium for communication purposes.

For the selected grantees, the agreement will include the set of obligations towards the European Commission (for example: promoting the project and giving visibility to the EU funding, maintaining confidentiality, understanding potential controls by the EC/ECA and OLAF).

The Repairing the Present Consortium might cancel the call at any time, change its provisions or extend it. In such a case, we will inform all applicants about the change. The signature of the agreement is an initial condition to establish any obligations among applicants (concerning the obligation of confidentiality of the application).

Did not find what you were looking for? You might want to check the **Frequently Asked Questions** on our website.