



## **EUROMED CAPITAL FOR DIALOGUE AWARD**

### **CALL FOR APPLICATIONS**

# **GUIDELINES FOR APPLICANTS**

**Deadline for Submission:**

**10 September 2021**

at 16:00 p.m. Egypt time (GMT +2)

Reference: ALF/EMCDA/2021

Funded by:



# 1. THE ANNA LINDH FOUNDATION AND THE EUROMED CAPITAL FOR DIALOGUE AWARD

## INTRODUCTION

The Anna Lindh Euro-Mediterranean Foundation for Dialogue between Cultures (ALF) was officially established in April 2005, and has its Headquarters in Alexandria, Egypt. Recognised as a unique institution, it fulfils an intercultural mission to promote knowledge, mutual respect and exchange between the peoples of the region, in the framework of the EuroMed Partnership. The Foundation works as a Network of 42 national Networks, gathering about four thousand 4,000 civil society organisations, playing the role of a facilitator to bring people together, promoting dialogue between cultures, nurturing shared universal values, supporting the participation of citizens in building open and inclusive societies, and fostering the human dimension of the EuroMed Partnership. Its policies and programmes are scrutinized and endorsed by an intergovernmental Board of Governors, and an Advisory Council guides its strategic developments. During the last fourteen years, the ALF has affirmed itself as one of the most significant regional institutions for dialogue and civic participation in the Euro-Mediterranean region.

In the framework of its overall mission and by means of its current triennial programme (2018 – 2021), the ALF is willing to further reinforce its efforts to contribute to promote positive attitudes and in-depth knowledge among the Euro-Mediterranean societies. This objective will be fulfilled through the implementation of a programme of activities that will bring people together, challenge mutual perceptions and nurture common values.

In order to do this, the ALF is working around four the following main strategic pillars, and objectives:

- **Advocacy and Research:** Develop a proactive policy to embed Intercultural Dialogue policies at the local and national levels based on the gathering of empirical data and enlarged network of contacts;
- **Empower young voices:** Enhance a culture of dialogue, shape public affairs and media discourses, and create a shared understanding with peers across the Mediterranean on how to address issues of common concern to their communities
- **Intercultural learning and Capacity-building:** Enhance Euro-Med citizens' intercultural skills, networking and mutual knowledge and reaffirm the ALF as a reference point and to facilitate capacity-building.
- **Networking and Cooperation:** Facilitate the creation of Euro-Med collaborations and partnerships, map priority areas of intervention and synergies among dialogue actors, and support collective visible actions.

Cities provide a critical space for the Foundation and as laboratory of , as underlined in the recommendations of the General Assemblies of the Networks carried out during the previous triennial programming phase, the conclusions of the Foundation MED FORUM 2016, and the reports of the Advisory Council. “Intercultural Cities” was voted as the top issue by delegates of the FORUM, along with “Youth-led Dialogue”, and there is continued evidence of an increase between in intercultural action among Network Members in response to a refugee crisis and for the promotion of social cohesion at the local and national level.

## EUROMED CAPITAL FOR DIALOGUE AWARD

The EuroMed Capital for Dialogue Award is an initiative of the Anna Lindh Foundation (ALF) as the first institution created for the promotion of intercultural dialogue, in the Euro-Mediterranean region.

The EuroMed Capital for Dialogue Award is conceived as an international recognition for cities that have implemented or initiated intercultural policies and actions and have a vision to enhance cultural diversity, intercultural relations and EuroMed collaborations with the collaboration of different stakeholders. The awarded Capital would also be a reference to inspire dialogue work at the local and regional level in the Euro-Mediterranean region.

The conceptualization of the EuroMed Capital for Dialogue Award benefited from the contribution of a series of organisations, including Unesco, Council of Europe, UCGL, Eurocities, MedCities, UN-Habitat, OECD, CMI, working for the enhancement of city-to-city collaboration, promotion of dialogue at the local and regional level, as well as benefited from the expertise of the ALF Advisory Council and the one of experts associated to the ALF research work on Intercultural Trends and analysis of the civil society good practices implemented by the ALF civil society Network.

*This Call is launched on 8 July, with a deadline on 10 September 2021*

## 2. AIM, OBJECTIVE, FIELDS OF ACTIVITY AND TARGET GROUPS

### 2.1. Aim of the Award

The EuroMed Capital for Dialogue Award aims to shed light on innovative and interdisciplinary practices that involve different actors ranging from local authorities to civil society to educators, journalists, academics, civil society and private bodies for the promotion of cross-cultural education and artistic production, social cohesion and intercultural interaction, combating stereotyping and intolerance.

The Award aims to acknowledge multicultural cities and cities which have a vision, which implement intercultural policies and support intercultural initiatives and EuroMed social and cultural collaborations.

### 2.2. Specific Objectives of the Award

The EuroMed Capital for Dialogue Award aims to:

- recognise ongoing practices and a vision for the future at the city level for the promotion of intercultural dialogue and EuroMed exchange
- stimulate exchange of good practices for cultural diversity management and dialogue promotion across the EuroMed region
- celebrate the diversity of cultures in the Euro-Mediterranean region and highlight the common features and values they share.
- support cultural literacy, increase awareness of diverse cultures and intercultural competences and behaviour
- give visibility to good practices for dialogue and cities committed to the promotion of intercultural policies and practices
- encourage the collaboration between local authorities and civil society in the implementation of intercultural policies
- Foster the development of intercultural policies for the sustainable and cohesive development of a city.
- Encourage the development of EuroMed collaborations and valorisation of EuroMed cultural diversity at the city level
- Support the involvement of young people, women, migrants and refugees in the development of initiatives for the promotion of intercultural relations within the city

### 2.3. Who can apply

- Local and regional authorities can apply to the EuroMed Capital for Dialogue Award 2021
- For the application to the 2021 Award the Applicant (local authority) should establish a partnership with at least one civil society organisation member of one of the 42 ALF National Networks (list of member organisations can be found at the following link (<https://www.annalindhfoundation.org/networks>))

### 3. REWARD FOR THE SELECTED CITY AND FINANCIAL ALLOCATION BY THE ALF

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The cities which will be awarded the title of EuroMed Capital for Dialogue 2021 will benefit from

- **Visibility** of their vision, actions and policies implemented in favour of intercultural dialogue in the framework of various ALF activities, within the ALF regional network of civil society organisations, network of partner institutions and governments of the EuroMed space
- Participation and visibility in the framework of the regional **Award ceremony**
- **Dissemination** of the city good practices and policies for dialogue
- **Funding for the production and dissemination of a short-film** to showcase the EuroMed Capital for Dialogue good practices and work
- **Funding and visibility for one or more outreach activities** organized by the Applicant to disseminate information, exchange good practices and engage various stakeholders for the promotion of cultural diversity, intercultural dialogue and EuroMed social and cultural cooperation

#### Financial allocation

For each of the two selected cities to be awarded the title of EuroMed Capital for Dialogue 2021 the ALF will cover the following costs:

- Cost for production of a film to showcase the good practices and policies on intercultural dialogue – maximum allocation is **10.000 Euros**
- Cost for the regional dissemination and outreach activity(ies) – maximum allocation is **5.000 Euros**

Following the decision on the two Awarded cities, the ALF will address to them a single tender procedure in relation to the film production and dissemination/outreach activity (ies)

### 4. ELIGIBILITY CRITERIA FOR THE PRESENT CALL FOR APPLICATIONS

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All submitted applications must fulfil the following criteria in order to be considered eligible and to be reviewed by the Evaluation Committee.

#### 4.1. Who can apply as a Candidate to the Award?

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- Local or regional authority or representing body
- The Candidate local authority or representing body should identify a civil society Partner

#### 4.2. Partner to the Candidate

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- In order to be eligible as a Partner, **Partners must be a legal person** (not a natural person) such as non-governmental organisations, educational, cultural, academic or research institutions, non-profit media, foundations or local authorities, private entities, etc.
- Partners must be civil society organisations, registered and established under the national law of one of the 42 Euro-Med Partnership countries.<sup>1</sup> It would be considered an asset membership of the civil society partner in the ALF Network.
- Partners **participate in designing and implementing the outreach activity**

Private for-profit entities can be Partners provided that the purpose and the dissemination/outreach activities are not for profit. Private for-profit entities will be required to sign a statement declaring this.

### 4.3. Award criteria – Criteria to receive the title of EuroMed Capital for Dialogue 2021

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Applications will be evaluated by the ALF, according to the following 5 criteria in relation to the promotion of intercultural dialogue and EuroMed social and cultural cooperation set by the local authority:

1. Existing and past **good practices** implemented by the local authority
2. **Vision for the future** by the local authority
3. **Film proposal** for showcasing the good practices, vision, partnerships
4. **Outreach/dissemination activity** on the good practices and vision
5. **Motivation** by the local authority to apply for the Award

More in detail, applicants are invited to present in the application form information on the following:

#### 1. Good practices

Existing and past **good practices** implemented by the local authority which address at least one or more of the below areas and in line with article II of the [statutes of the ALF](https://www.annalindhfoundation.org/sites/annalindh.org/files/documents/page/alf-statutes_1.pdf) [https://www.annalindhfoundation.org/sites/annalindh.org/files/documents/page/alf-statutes\\_1.pdf](https://www.annalindhfoundation.org/sites/annalindh.org/files/documents/page/alf-statutes_1.pdf)

- A **genuine and equal collaboration between local authorities and civil society**, where the city facilitates positive results of intercultural relations and diversity management.
- Promotion of **intercultural learning, intercultural competence and knowledge** and intercultural citizenship activities
- **Collaborations involving primary/secondary/higher education institutions, civil society organisation and the local authority** for the promotion of incubators for diversity management, innovation for social cohesion, environmental respect and awareness
- Organisation of participatory **activities with the involvement of host and migrant/refugee communities**
- Organisation of **artistic multi-cultural activities and/or EuroMed cultural and social cooperation**
- Use of **innovative digital tools and creative methodologies** for media literacy, to combat hate speech, promotion of cross-cultural communication
- Involvement of youth and women for initiatives to fight cultural and gender stereotypes

The **development of a Euro-Mediterranean dimension within the above-mentioned practices will be considered as an added value**, either in the form of collaborations with entities from countries from the other shore of the Mediterranean, participation of people from other countries of the region, presentation of cultural productions and/or practices from countries from the other shore of the Mediterranean, etc.

#### 2. Vision for the future

Vision and plans for the future policies or initiatives to be promoted in relation to intercultural dialogue, diversity management, EuroMed social and cultural cooperation, with information concerning objectives, actors to be involved, measures already taken.

#### 3. Film proposal

Description of the focus of the film to be produced within September and October 2021 to showcase dialogue work already implemented, vision for the future, actors involved and EuroMed cultural diversity in the city. The film should have a short version of one minute and a longer version of up to 5 minutes.

#### 4. Outreach/dissemination activity

Description of one or more Euro-Mediterranean dissemination activities which can take the form of online, face-to-face, or hybrid activities to share practices, know-how and motivation with local audiences as well as communities in at least one country on the other shore of the Mediterranean.

The proposal should foresee the active involvement of at least one civil society organisation member of the ALF Network and is meant to be the first step towards the establishment of a new collaboration between the Awarded local authority and the civil society organisation or strengthening of an existing collaboration.

#### 5. Motivation by the local authority to apply for the Award

The motivation by the local authority to be awarded the first EuroMed Capital for Dialogue Award 2021 will be considered among the evaluation criteria.

More in particular the Candidate is required to formulate a short communication pitch/presentation of the intercultural policies/projects supported, actors involved, its vision for the future that the ALF may use also for communication purposes to give visibility to the dialogue work and policies promoted within the city.

#### 4.4. Eligibility of the location(s) for the outreach activities

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- Activities must ONLY take place in one or more of the 42 EuroMed Partnership Countries.<sup>1</sup>

#### 4.5. Communication and Visibility

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Communication by the Awarded EuroMed Capital for should ensure:

- Compliance with the ALF communication guidelines, with particular attention to the “EuroMed Capital for Dialogue Award by the Anna Lindh Foundation” and use of the **Foundation’s logo** in any communication and visibility activities implemented (Events, promotional materials, written supports as leaflets, etc.); Applicants must comply with the objectives and priorities and guarantee the visibility of the EU financing (see the Communication and Visibility Manual for EU external actions specified and published by the European Commission at [http://ec.europa.eu/europeaid/funding/communication-and-visibility-manual-eu-external-actions\\_en](http://ec.europa.eu/europeaid/funding/communication-and-visibility-manual-eu-external-actions_en))

## 5. PROCEDURES FOR THE SUBMISSION OF THE APPLICATIONS

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### 5.1. Application: general instructions

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- Applying to the ALF Call for the EuroMed Capital for Dialogue Award requires the submission of all the following documents:
  - **Application form**
  - **Legal Entity File**
- Applying to the call must be done electronically via the online application form. Applications should be in **English or French** and be fully completed.

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<sup>1</sup>Albania, Algeria, Austria, Belgium, Bosnia-Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Egypt, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Israel, Italy, Jordan, Latvia, Lebanon, Lithuania, Luxembourg, Malta, Mauritania, Monaco, Montenegro, Morocco, Netherlands, Palestine, Poland, Portugal, Romania, Slovak Republic, Slovenia, Spain, Sweden, Tunisia, Turkey, United Kingdom.

## 5.2. How to apply

### Steps to follow to submit the Application

1. Applicants should fill in their application form electronically at the following address **by 10 September 2021**:  
  
Applicants can view the documents to be filled in at the dedicated ALF web-page:  
<https://www.annalindhfoundation.org/open-call-euromed-capital-dialogue-award>
  - (i) **Application form template** (Annex A) to be filled online,
  - (ii) **Legal Entity file** (Annex D) and upload within the online application form
2. Applicants are requesting to ensuring saving online the application form and its annexes until final submission  
  
Before submission of the electronic form, applicants are requested to save a copy of the full application form and its annexes.
  - Submit the application no later than 10 September 2021 at 16:00 hrs (Egypt time). It is strongly recommended **not to wait the last minute to fill in and submit the application** as any online system can get blocked when it is used by many people at the same time.
3. Once the application is submitted, the Applicant shall receive an automatic notification of receipt to his/her email address that his/her application has been received. However, this notification does not confirm that the complete set has been included in the email.

## 5.3. Deadline for receiving applications in response to the Call

**Online applications** should be submitted with the annexes no later than **10 September 2021, by 16.00 hrs Egypt time (GMT + 2)**.

## 5.4. Queries

Queries related to the EuroMed Capital for Dialogue Award can be sent to the following [ALF.Cities@bibalex.org](mailto:ALF.Cities@bibalex.org).

## 6. EVALUATION PROCESS

Immediately after the deadline for submission of applications, the ALF Secretariat will start the evaluation process on two levels; administrative, then technical and financial. The below checklists and the evaluation grid address the key elements considered during the evaluation and selection of projects by the ALF evaluation committee.

### 6.1. Administrative check

An administrative evaluation committee will check the eligibility of the applications. The proposals will be rejected if one of the following points applies:

- The Applicant is not or does not represent a local or regional Authority in one of the 42 countries of the EuroMed partnership
- The partner(s) is/are not registered in one of the 42 countries of the EuroMed partnership
- The application is incomplete
- The application is received by the ALF Secretariat after the deadline;
- The application is sent to the mailbox of an ALF staff member;

- The application is written in a language other than English or French;
- The content of the application is not eligible
- The location of implementation is not eligible;
- The application is submitted to ALF via any mean other than electronically using the indicated electronic form.

Upon conclusion of the administrative check, the applicants whose proposals were rejected will receive a formal email by the ALF Secretariat.

## 6.2. Technical and financial evaluation

Applications which have passed the administrative check will be automatically considered for further evaluation. Based on the technical and financial criteria established in the below Evaluation Grid.

### Evaluation Grid used for the Technical and Financial Evaluation

1 APPLICANT'S GOOD PRACTICES AND VISION		
a)	Does the Applicant have relevant experience in the promotion of intercultural dialogue, diversity management, EuroMed cultural and social cooperation?	/5
b)	Is the quality of the <b>good practices</b> presented relevant for the development of intercultural dialogue at the local level?	/20
c)	Are more than one relevant good practices presented? Is their <b>quality</b> and focus adequate?	/10
d)	Is the vision for the future presented clear and relevant for the development of intercultural dialogue in the EuroMed region?	/20
e)	Do the good practices presented contain specific <b>added-value</b> elements (such as) environmental issues, promotion of gender equality and equal opportunities <b>or innovation</b> ?	/5
<b>subtotal score</b>		<b>55</b>
2 FILM PRODUCTION PROPOSAL		
a)	Is the <b>quality</b> of the proposal for the production of a film to show case the good practices, vision, partnerships set up relevant and clear?	/15
b)	Is the plan for implementation realistic and feasible for a good quality output?	/5
<b>subtotal score</b>		<b>/20</b>
3 DISSEMINATION/OUTREACH ACTIVITY		
a)	Is the proposal for outreach/dissemination of the good practices, vision and partnership <b>well-formulated</b> , including well-defined <b>aims/objectives, key messages, which target groups and specific activities</b> aimed at scaling-up the <b>outreach and visibility</b> ?	/10
b)	Is the role of the civil society partner well defined and relevant for the planning and implementation of the activity(ies)?	/5
c)	Is the proposal aiming to increase EuroMed outreach and visibility for the work done at the local level?	/5
<b>subtotal score</b>		<b>/20</b>
4 MOTIVATION		
a)	Is the motivation of the Applicant to apply to the EuroMed Capital for Dialogue Award clear and relevant? Can it be presented by the ALF in related communication tools?	/10
<b>subtotal score</b>		<b>/10</b>
<b>Total score</b>		<b>/100</b>

Apart from the above criteria, the Evaluation Committee will also take into account the quality and geographical balance among the Applications received.

In order to be considered for award, a proposal must obtain at least 70/100 points in the above evaluation grid.

The ALF reserves the right to ask for technical and financial clarifications as necessary.

## 7. PROVISIONAL SELECTION

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Up to two successful applicants will be notified **by the 20 September 2021** (provisional date).

The applicants whose proposals were not awarded will receive an email by the ALF Secretariat, by October 2021 (provisional date)

Following the decision to award the EuroMed Capital for Dialogue, the Applicant will be invited to the Award Ceremony and the ALF address the Awarded entity a single tender procedure to ensure the needed contractual procedures for the coverage of costs related to the film production and outreach/dissemination activity(ies).

### 7.1. Application documents

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*(See also section 5.2 “How to apply”)*

*Templates to be downloaded, filled in and uploaded with online application form:*

- Annex A: Application Form
- Annex B: Legal Entity File