



FAQs

TANDEM UKRAINE 2016–2017

Ukraine – European Union / Moldova / Belarus/Russia

- 1. I'm not from one of the target countries, can I still participate?**
 - ✦ No, the Tandem Ukraine 2016-2017 is open only for cultural managers working in Ukraine, in 28 European Union member states, Moldova, Belarus and Russian Federation. Please, check other Tandem programmes for the eligibility: Tandem Turkey, Tandem Shaml, Tandem Community&Participation and Tandem Europe.

- 2. My organisation is based in the eligible countries, but I am not a resident. Can I still apply?**
 - ✦ Yes, if your organisation is based in the eligible countries you are welcomed to apply.

- 3. I would like to apply; however, I don't work for an institution or organisation (I'm a freelancer). Do you accept individual applications?**
 - ✦ No. In order to be accepted to the programme, you should be working for an institution/NGO/organisation/association/initiative or collective that has some level of organisational and financial capacity. If you are not associated with any of the organisation types listed above, we cannot accept your application.

- 4. Is the programme also open to artists?**
 - ✦ No. This programme is targeting cultural managers and their organisations. Only if you are an artist also working as a cultural manager at an organisation, you are welcome to apply.

- 5. How many persons per organisation can take part in the programme?**
 - ✦ The Tandem-programme is designed for one cultural manager representing a cultural organisation, institution or initiative. Other colleagues from the participating organisations will get involved and get to know the tandem partner during the placements (working visits) in their organisations - depending on their involvement in the joint Tandem project.

- 6. Is there an age limit for the project manager?**
 - ✦ There is no age limit. Cultural managers should have institutional as well as international experience, be open to new ideas, interested in new input and improving themselves professionally.

7. What language skills are generally needed?

- ✦ A good command of English is needed in order to follow programme activities and build equal partnership. However, the working language within the cooperation is determined based on the language skills of tandem partners.

8. Can we apply twice in the name of one organisation?

- ✦ Yes and no. It is possible to apply twice in the name of one institution if there are two cultural managers in your organisation who are interested in taking part in the programme. However, please note that only one application per institution will be selected.

9. What kinds of project ideas are eligible for taking part in the Partner Forum?

- ✦ We ask for 1-2 realised and 1-2 dream projects in the application form in order to get better understanding of your experience and capacities, as well as possible ideas of future collaboration. They are not fixed ideas which you necessarily have to implement with the future tandem partner. The Tandem project will be planned together with the Tandem partner during the Partner forum.

10. Should I try to find a Tandem partner beforehand?

- ✦ No. You can find a partner during the Partner Forum.

11. I already have partners in eligible countries. Can I apply with my existing project?

- ✦ No. Tandem is about finding new partners.

12. When do you inform us on the selection results?

- ✦ We will inform you by the end of March, 2016, on the results of the selection for the Partner Forum.
- ✦ The selection for the Tandem applications will happen mid-May, 2016.

13. What is the maximum funding that you will provide for the joint projects? What if we need more?

- ✦ All Tandems will receive a modest project/production budget (up to 5,000 Euro) for realizing the co-productions. You can use this 'start-up capital' to fundraise for additional production budget in the likely case that provided means are not sufficient for realising your project.

14. Who will cover the travel expenses for the programme activities?

- ✦ Accommodation, meals, transportation and other necessary expenses during the programme are covered by Tandem. However, we only reimburse costs that have been previously agreed upon and can be proven by ways of receipts.

15. How much time should I reserve for the collaboration within Tandem programme?

- ✦ On average, participants invest 1 day per week throughout the one and a half year Tandem programme period. The exact working schedule will be discussed by tandem partners. Working time spent by participants on Tandem is not reimbursed by the Tandem programme.

16. I took part in the Partner Forum. Does this mean that I will be part of all Tandem activities?

- ✦ No. The main goal of the partnership forum is for selected applicants to find a suitable partner for their organisation. After the partner is found at the forum, tandems re-apply with a joint project proposal. When the evaluation of these applications is completed, 12 Tandems/projects will qualify to take part in the full programme and receive funding.

17. Can I participate in only one part of the main programme?

- ✦ No, it is compulsory to participate in the full main programme; participation only in one part is not possible. The aim of the Tandem programme is to support an intense collaboration between cultural managers and partner organisations over the course of one year, thereby creating a long-term cooperation that continues beyond the Tandem programme. As a cultural manager, by applying for the Tandem cooperation, you apply for the whole programme.

18. Do you need a copy of the organisation registration certificate from our institution?

- ✦ No, at this stage we will not be asking for those kind of documents. However, in the selected tandems at least one of the organisations should provide registration certificate.

19. How do you select the participants? What are your selection criteria?

- ✦ Selection of the Tandem collaboration phase is based on the quality of the project proposal, the placement plan and ideas for the future cooperation.

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