

**Category: JOINT INTERCULTURAL PROJECTS**

**Call for projects for cultural initiatives promoting intercultural exchange in Luxembourg (projects submitted in teams)**

**REGULATION**

**I. Foreword**

Fondation Sommer is a foundation under Luxembourg law, governed by its articles of association and the law of 21 April 1928, as amended, on non-profit associations and foundations (the “1928 law”) or any law subsequent to it.

It was created in 2016 with the aim of strengthening the empowerment of children and young people through arts and culture in Luxembourg.

**Empowerment:**

The term empowerment refers to strategies and measures aimed at increasing the degree of independence and self-determination in the lives of individuals or communities and enabling them to assert their interests independently and responsibly. Empowerment is defined as a process in which **groups of people (adults and children)** feel encouraged to discover their strengths and skills, hone them properly and promote the solutions that they have found. It invites us not to focus on shortcomings but to offset them with our strengths.

Empowerment also refers to the professional mentoring of people to help them overcome their sense of helplessness and use their creative freedom as well as their innate resources and potentials. It is the shift from “doing for” (paternalistic and stigmatising) to “doing with” (emancipating and valuing)<sup>1</sup>.

In this context, Fondation Sommer annually supports several participatory projects, **working with arts and culture as tools for emancipation** and involving children/youth and their families and communities. Fondation Sommer has thus set itself the goal of creating, through its projects, a social and cultural impact. It wishes to develop the capacity for reflection among young people and to commit itself to an open, enlightened and cohesive society. It wishes to contribute to the creation of knowledge and the exchange of transdisciplinary experiences. Finally, through the projects supported, it would like to promote mutual understanding between people and communities.

**II. Objectives of the call**

This call aims to encourage cultural initiatives that promote **exchange and mutual understanding between the different communities in Luxembourg**. It is specifically aimed at projects linking a Luxembourg structure and a structure representing an international community or communities in the country – established on Luxembourg soil – which together develop a project for young audiences that builds bridges between cultures, through culture.

Its objectives are:

- to encourage intercultural dialogue and exchange;
- to awaken interest in the unknown and in others to overcome reluctance;
- to promote the integration and inclusion of international people and communities in Luxembourg’s society through art and culture;
- to awaken the minds and curiosity of children and young people;
- to give participants new tools to enable their personal and creative development.

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<sup>1</sup> Bundeszentrale für gesundheitliche Aufklärung (Hrsg.): *Leitbegriffe der Gesundheitsförderung - Online-Glossar*: <https://leitbegriffe.bzga.de/alphabetisches-verzeichnis/empowermentbefaehigung/>

**Target audience of the projects:** children, teenagers, young adults, families;

### **III. Recipients of the call**

The projects must be proposed and implemented by individuals and teams from Luxembourg non-profit organisations. Any organisation whose registered office and activities are based in Luxembourg may submit a project.

The following are eligible to submit a project:

- Cultural institutions and associations;
- Structures established in Luxembourg that are representing one or more international communities (such as: associations of countries for the promotion and learning of a specific language and culture, municipal associations of specific countries, associations of newcomers, European and international educational structures, ...non-exhaustive list);
- Artist collectives;
- Educational and pedagogical structures in the formal and non-formal sector;
- Active structures for citizenship, integration and social action.

Projects must be **submitted in teams** between at least two organisations from the sectors listed above, with a main project leader and one or more partners. A project can thus have two or more partners. The form of **collaboration must remain consistent** and the partners must be **clearly identified** at the time of submitting the application.

Teams applying for financial support must operate in professional conditions. They are required to comply with accounting, tax and social security obligations.

### **IV. Selection criteria**

The selection will be made according to various criteria such as the **relevance** and **originality** of the project, suitability with the **targeted theme** or the technical and financial feasibility of the project.

The projects must be innovative and bring a new dynamic to strengthen social cohesion within Luxembourg's multicultural society. By "innovative", Fondation Sommer refers in particular to the creation of innovative partnerships between initiatives that share the same desire to build an open society through culture, and that collaborate on an equal footing. This is not only a matter of cooperation between these distinct partners, but also of ensuring that their respective competences are effective as part of alliances and that the cooperation has a lasting effect.

Projects with a **high potential for long-term impact** will be given priority.

### **V. General and financial conditions**

The amount of aid is determined according to the requirements and scope of the project and the estimated budget. It may not exceed **EUR 10,000** per project.

The financial aid allocated to the selected projects should be considered as ad hoc support, allotted to specific projects of a specific duration. (Co-)financed projects must be new projects, in the sense that they do not fit into a plan already defined and financed previously. Under no circumstances may the financial support received by Fondation Sommer be used to finance general or operating expenses. It must be directly related to pedagogic activities carried out within the framework of the selected

project. Expenditure generated prior to the submission of the application and prior to the official granting of support by the Foundation is not eligible for funding (principle of non-retroactivity). Fondation Sommer will verify the use of the amount received by requesting a financial statement, with accounting documents, at the end of the project.

Any financial support granted will be validated by the subsequent signature of a **specific agreement** between the main project leader and Fondation Sommer, specifying the obligations and rights of each party.

## **VI. Evaluation**

Projects receiving financial support from Fondation Sommer are required to participate in an **evaluation process** to measure the impact of the project. This evaluation, to be carried out by the project leader, includes the drafting of a final project report, the completion of a written questionnaire, feedback from project participants in a free format, and a personal closing meeting with the Foundation.

## **VII. Submission of applications**

In order to confirm that your project is admissible and in line with the visions of Fondation Sommer, we advise you to contact the Foundation's office early enough before submitting your application.

To apply, the main project leader is requested to send its application to the following e-mail address: [info@fondation-sommer.lu](mailto:info@fondation-sommer.lu)

All the proposed headings must be filled in and the following documents must be attached to the application:

- The official application form;
- A detailed description of the project in terms of objectives, general artistic concept, implementation and target group(s);
- A detailed financing plan with an indication of all expenses and revenue, including aid from other public and private structures;
- A recent annual activity report;
- Proof of involvement of project partners in the form of a letter of intent;
- A copy of the body's articles of association;
- A recent extract from the Luxembourg Business Register (RCS).

Optional documents: presentation brochures, newsletters, press kits or articles, video links, etc.

Failure to provide the requested supporting documents shall be considered as a ground for inadmissibility. On the basis of the documents sent, it is up to Fondation Sommer to examine the administrative admissibility of the application before forwarding it to the Selection Committee.

**The decision of the Selection Committee is final and cannot be appealed.**

Selected or non-selected project leaders will be notified by e-mail within a maximum period of one month following the deadlines for submitting applications.

**VIII. Deadlines for submission**

The next deadlines for sending the applications are:

- 27<sup>th</sup> February 2024
- 11<sup>th</sup> June 2024
- 8<sup>th</sup> October 2024

**IX. Contact and information**

Veronika Meindl, Project Coordinator

[info@fondation-sommer.lu](mailto:info@fondation-sommer.lu)

Telephone: +352 28 80 07 53

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**APPLICATION FORM**

**I) Project leader**

**1. General information**

Official name:

Legal form:

Companies register number:

Year of incorporation:

Does your structure benefit from government aid (agreement, accreditation, etc.) or does it receive one or more other recurring aid(s)? If so, please specify:

Head office address:

Telephone number:

E-mail address:

Website:

Contact person (Name, position within the structure):

## **2. Detailed information**

What are the main objectives of your organization?

Who is your organization mainly addressing?

What is its internal structure?

Number of employees (FTEs):

Number of members:

Number of volunteers:

## **3. Project partners**

Projects within the context of this call must be submitted in **pairs** by two or more organisations listed under point III, page 2 (*Recipients of the call*).

Who is your partner in the team (name, legal form and registered office)?

Contact person at the partner (name, position within the structure):

Are there any other partners? If so, please indicate their full name, legal form and registered office and describe their role within the project.

**II) Project**

**1. Content and target group**

Project title:

Brief presentation of the project (maximum 1000 characters):  
(Please attach a detailed presentation of the project to your application).

What cultural and social challenges is the project responding to?

Please describe the method used for children and young people in the activities carried out.

Who is your project intended for (target group)?

Why are you specifically targeting this group?

How do you plan to get in touch with your target group?

How many project units (workshops etc.) are you planning and approximately how many participants are you aiming for?

Please name the artists involved in your project.

In your opinion, what is the added value of the cooperation between the partners involved?

## **2. Project evaluation criteria**

What are the objectives of your project?

What change do you want to initiate through this project?

Fondation Sommer aims to strengthen the empowerment of children and young people through arts and culture. How will you achieve this objective through your project?



### III) Schedule

- 1. What is the expected start date of your project?**
- 2. What is its expected end date?**
- 3. Please specify the schedule of the main stages of your project**
- 4. Please describe if and how the project will be continued after the end of a possible funding by Fondation Sommer.**

### IV) Budget

Please attach the detailed financing plan for your project (own funds, subsidies allocated by third parties, subsidies allocated by other private or public bodies).

How much funding are you requesting from Fondation Sommer for this project and what activities do you wish to allocate it to?

## PRIVACY POLICY

The personal information collected by Fondation Sommer as part of the submission of your application (such as first name, last name, address, telephone number, e-mail address of the individuals involved in your project, bank details) is saved in a specific file.

Fondation Sommer processes personal data for the following purposes:

- Project management and monitoring;
- Project evaluation by a third party establishment;
- Archiving;
- Sending newsletters by e-mail/post, dealing with news and future projects of Fondation Sommer.

The personal information collected is stored as follows:

- For a period of 6 months if your project is not selected, for any reason whatsoever, as part of this call for projects;
- For the maximum duration of the project if your project is selected as part of this call for projects.

Access to personal data is strictly limited to employees and officials of Fondation Sommer, who are authorised to process them owing to their duties. The information collected may be shared with third parties linked to Fondation Sommer by contract for the performance of tasks necessary for project monitoring. As part of their services, the third parties have only limited access to personal data and have a contractual obligation to use them in accordance with the provisions of the applicable personal data protection laws.

Except in the cases set out above, Fondation Sommer undertakes not to sell, rent, transfer personal data to third parties or give them access thereto without the prior consent of the person concerned, unless it is compelled to do so for a legitimate reason (legal obligation, etc.).

You have the right to consult and rectify the data concerned. You also have the right to be forgotten, data portability and opposition, as well as the right to refuse to be profiled and the right to be notified of security breaches. To exercise your rights regarding your personal data, you can contact Mrs Veronika Meindl-Meilheuret, project coordinator of Fondation Sommer.

You and your project partner(s) hereby declare that you have read the above and authorise Fondation Sommer to process your personal data as mentioned above.