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Public Call for Proposals for Local Socio-Economic Development through Cultural Heritage (LSED-CH)

CFP 12-2021

Deadline for Applications:



RECREATE THE PAST:
Build Up the Future

(Visual here)

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1. Background

The EU4Culture project¹, signed between the EU² and UNOPS in early October 2020 seeks to revitalize the cultural heritage sites damaged by the November 2019 Earthquake in Albania and to contribute to the recognition of cultural heritage as a driver of Albania's sustainable development. A specific focus is on boosting tourism and local economic development in the areas surrounding the project sites³.

The project is implemented in close collaboration with the Ministry of Culture of Albania and will ensure the close involvement of the wider cultural heritage community through actions that include restoration of infrastructure damaged by the November 2019 earthquake combined with grants being made available to local development actors. This approach will also be of clear benefit to local small and medium scale enterprises in the tourism sector.

The project also seeks to increase awareness amongst the Albanian public on the importance of cultural heritage in the economic progress of Albania. The project is planned to last 45 months while the overall investment is planned to capture a figure of 40 million EUR.

The Project observes the principles of good governance and inclusion as cutting across the main objectives and works towards achieving three main results:



The direct beneficiaries of the EU4Culture are the communities in the targeted areas, domestic, regional, and international visitors, the Ministry of Culture of Albania and the management authorities of regional and deconcentrated cultural heritage institutions, as well as those entities working in the vicinity of the targeted cultural sites including local small and medium scale enterprises, civil society organizations (CSOs) and individual practitioners. The final beneficiaries are the local inhabitants of the municipalities



around the project sites and the citizens of Albania at large, who will witness the revitalization of critical cultural heritage sites and monuments and increased economic activity in the areas of revitalization.

2. Justification

Cultural and creative sectors (CCS) are comprised of all sectors whose activities are based on cultural values, or other artistic individual or collective creative expressions⁴. Cultural and creative sectors are important for ensuring the continued development of societies and are at the heart of the creative economy. Knowledge-intensive and based on individual creativity and talent, they generate considerable economic wealth. In economic terms, they show above-average growth and create jobs - particularly for young people - while strengthening social cohesion. The cultural and creative industries typically bring together the arts, media, and design sectors, with a focus upon convergent digital technologies and the challenges and opportunities of globalization.

Museums and other cultural heritage sites have increasingly been seen as drivers of community regeneration and thus a source of revenue and new jobs. Cultural heritage and a vibrant creative economy can increase territorial attractiveness for talent and investment. At the same time, the role of culture in spurring innovation as well as supporting well-being, health, life-long learning, and the creation of social capital have become prominent⁵. The cultural and creative sectors are largely composed of small and medium size enterprises and individual entrepreneurs whose activities are financed through various and often combined public, private (business and individual donations) and non-profit sectors.

In the area of culture, Albania has an exceptionally rich and varied resource, but much built heritage needs conservation and better protection. Intangible heritage is also threatened by increasingly rapid change. The earthquake of November 2019 added an additional burden to the already fragile situation. The Ministry of Culture's strategy seeks to place cultural heritage at the heart of Albania's public life and sustainable development. Enhancing local and national stakeholders' and communities' understanding of the role that cultural heritage can play in supporting sustainable development is one of the barriers that this sector is facing.

In the few years before Covid-19 pandemic, the number of inbound tourists in Albania saw a steady increase. In 2019 the share of the tourism industry in Albania constituted 27% of GDP thus emerging as a significant contributor to the national economy. In 2016 travel and tourism directly supported 85,500 jobs (7.7% of total employment) and there are expectations of a rise in the coming years therefore, it has become a strategic sector for growth and employment⁶. Strategically, tourism is considered as an important means through which Albania can achieve sustainable long-term growth and competitiveness, while safeguarding the environment. The tourism sector faces its challenges among which is seasonality with most of the demand concentrated in the summer months. Expansion and integration of tourism with a variety of attractions, activities, and services, among which those based on the rich cultural heritage and expression, would contribute towards diversification of the offer and enhancement of opportunities for longer tourist stays and increased spending. In addition, the environmental damage caused by



uncontrolled tourism growth, especially in the coastal areas, is an indicator of the poor understanding of responsible environmentally friendly tourism and unfairly balanced social and economic opportunities.

One of the aims of the project is to foster opportunities for local communities to engage with cultural heritage sites through profitable activities that generate jobs and economic growth. While, in Albania, such industry has significant potential to develop, some of the project sites are either still disconnected from functional and touristic areas which can become consumers of cultural products, or not located in proximity of inhabited areas. Therefore, actions that provide social and economic growth opportunities to cultural and creative sectors, including development of the necessary links to tourism and other productive sectors are indispensable. Such actions constitute interventions which contribute directly to strengthening sustainability of organisations operating in the Cultural and Creative Sectors, introduction of new products and services, linkages to other productive sectors and expansion into new markets.

3. Objectives

[REDACTED]

[REDACTED]

[REDACTED]

4. Scope

The Call for Proposals is focused on projects implemented by at least one non-profit organisation operating in the Cultural and Creative Sector in operational partnership with at least one other non-profit local and community development organisation⁷. These partnerships shall promote joint collaboration, good governance and transparency. Whenever necessary, the applicants may sign agreements or memoranda of understanding with the Ministry of Culture's regional institutions responsible for the administration of cultural heritage sites as well as with municipalities.

All actions under this Call should contribute directly to the attainment of the overall objective through activities that aim to achieve any or both specific objectives, i.e.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The Call will support initiatives that contribute to the wellbeing of communities and may create broader social impact. The initiatives including, but not limited to, implementation of Social Inclusion activities that generate social cohesion such as addressing the needs and providing support to the vulnerable groups

[REDACTED]

Theme and Focus

The key theme of this Call is centred around support to the enhancement of artisanship skills and development of traditional crafts inspired by the EU4Culture project's sites of cultural heritage. Such support would contribute towards preservation and revival of old and waning crafts, enhancement of existing crafts, and encouragement of new and innovative ways of creating crafts that are inspired by Albania's cultural heritage.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The applicants have the possibility to award contracts to subcontractors for execution of clearly defined tasks and these shall be selected through a transparent selection process. Anyhow, the implementation mechanism should be defined and clearly proposed in the project application.

5. Financial Allocation and Cost Share Contribution

The indicative overall amount available under this Call for Proposals is [REDACTED] The EU4Culture Project reserves the right **not to award** all available funds.

Minimum and Maximum Grant Award⁹:

[REDACTED]

Minimum [REDACTED]

Applicants' cost share

[REDACTED] The cost share contribution is a cash contribution and can be provided by the Lead Applicant OR by the partner organisation OR by both implementing organisations via a transfer to the project bank account from which all eligible expenses, included in the budget, will be covered.

Besides direct contribution to agreed activities, the cost share can be used to cover daily recurring operational costs (daily costs of fuel and transport and periodic landline/mobile telephone, electricity, water bills), only for the period corresponding to the months of implementation.

Ineligible Costs

a. Activities

[REDACTED]

b. Investments/Procurement of equipment

- Interventions that relate solely or mainly to capital investments, such as renovation/construction of facilities (however, furnishing and equipping the workspace is permitted if the necessity for achieving specific outcome for the target organisations operating in the Cultural and Creative Sectors and local communities is sufficiently justified)
- Procurement of equipment that does not directly contribute to the objectives of the Call and without specific outcome.

c. VAT and Operational costs

- Costs related to the payment of Value Added Tax (VAT)¹¹

[REDACTED]

- Operational costs (daily costs of fuel and transport, landline/mobile telephone, electricity, water bills, etc.). ***However, these costs can be covered through the grantee's agreed cost share.***
- Auditing costs
- Fines and penalties issued and imposed by government authorities
- Expenses incurred as a result of legal disputes and litigation with third parties
- Unforeseen expenses (incl. unforeseen in-kind contributions unspecified in the agreed project document)

d. Activities regarding or related to controlled substances, including:

- Production and trade of tobacco and alcohol,
- Production of weapons and military equipment,
- Production and trade of oil and petroleum products
- Organisation of gambling, lottery, and similar activities
- Production/dealership of any other substances/materials/products controlled by the Law

Budget Thresholds

- Human resources costs for the project team exceeding a rational percentage of the total project costs, depending on the nature of the project proposal
- Travel and accommodation costs at fairs and study visits exceeding █ of the total project budget¹²
- Costs for outsourcing promotional activities exceed █ of the total project budget
- Costs of activities in function of strengthening the implementing organisations' internal capacity exceeding █ of the total project budget
- For projects to be implemented in partnership, costs accrued by the partner organisation, if not registered on the project territory, exceeding █ of the total project budget

6. Duration

The planned duration of the intervention may not be [REDACTED]
This period includes implementation of planned activities, as well as capturing projected results and acceptance of the final report.

7. Visibility

The Applicants must take all steps prescribed in the Communication and Visibility Requirements for EU External Actions¹³ to promote the European Union (EU) financial contribution to the Action.

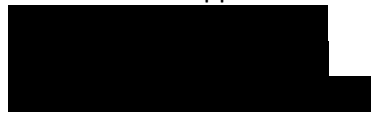
These activities include but are not limited to clear visual identification of the action at site, partaking in various media activities and events including activities designed to raise the awareness of specific or

general audiences of the overall EU support to Albania. These refer to but are not limited to on-camera and other media interviews, participation in high level events and relevant on-line and in-person surveys on project related topics. In these, applicants must comply with the objectives and priorities agreed with the EU4Culture and guarantee the visibility of the action.

8. General Eligibility Criteria

a. Registration

- Entities legally registered in accordance with the applicable laws¹⁴ in the Republic of Albania as **not for profit** and which can prove they exercise their activities on the administrative territory of one of the following 3 local self-government units with an active status at the time of application:



- To be one of the following types of Organisations:
 - Not-for-profit organisations, foundations or associations operating in the Cultural and Creative Sectors and other non-profit NGOs including, but not limited to:
 - *civil society organisations (CSOs)*
 - *associations of artisans*
 - *associations of touristic operators*
 - *business associations*
 - Social business organisations (social enterprises)¹⁵
 - Culture, Business and Tourism Innovation hubs and labs (only when registered as not-for-profit, as per the applicable law)
 - Research Institutes and Academic Centres (only when registered as not-for-profit, as per the applicable law)
 - Regional Development Agencies (RDAs)
 - Local Economic Development Agencies (LEDAs)
 - Chambers of Commerce¹⁶

b. Number of employees

- Each lead applicant is required to have a [REDACTED] contributing employees, for at [REDACTED] employee, during [REDACTED] (as evidenced by tax authorities and relevant documentation)



c. Finances

- The lead applicant should be required to have no more than [REDACTED] of financial inactivity during the [REDACTED] as of the date of the deadline for submission of Project Proposals (as evidenced by tax authorities and relevant documentation)
- The lead applicant should be required to not be financially inactive at the time of the submission of the application (as evidenced by tax authorities and relevant documentation)
- The applicant is regularly paying its obligations towards employees and has no outstanding debt (as evidenced by tax authorities)
- The applicant is regularly paying due taxes to both local and national tax offices (as evidenced by tax authorities and relevant documentation)

d. Legal issues

- Legal representatives and assigned project managers have not been criminally convicted or under on-going criminal investigation and proceeding
- The applicant has not been issued with prohibition of performing their activities within two years before submitting the application
- The applicant is not using incentives on the same grounds from other institutions or donors during the period of implementation of activities
- The applicant owns or rents business premises appropriate for implementation of project activities
- The applicant is not producing anything that infringes copyright, trademark, or intellectual property laws

e. Other

- The lead applicant should be legally registered before [REDACTED]
- The lead applicant must provide at least [REDACTED] reference letters from the contracting authorities of similar projects (in terms of value and technical area covered) implemented in the last five years. The reference letters should clearly indicate the overall contract value, timeframe of implementation, the organisation's role in implementation (lead or partner to lead applicant) and the donor (funding entity)¹⁷
- One organisation may participate in this Call only with one project proposal, be it as a lead or as a partner organisation

***NOTE:** Both lead applicants and their partners must comply with the listed eligibility criteria, except for the requirements concerning the location of registration and the territory exercising their activities and when indicated otherwise. However, the project actions implemented by both the lead organisation and the partner(s) must be carried out in the administrative territory covered by the EU4Culture Project and the results of the proposed project must be achieved on the project territory. In any case, the financial contribution to activities implemented by the partner organisation shall be under [REDACTED] with respect to the proportion between the operational/HR costs and other costs undertaken by the partner.*

9. Evaluation Criteria

The quality of the applications, including the proposed budget and capacity of the applicants, will be assessed by the Evaluation Commission by using the evaluation criteria as presented in the Evaluation Grid table below. The Evaluation Commission submits the evaluation results to the Project Steering Committee, which endorses the results.

Section	Criteria	Score
Relevance (■)	1.1 Is the proposal relevant in relation to the specific objectives of the call for proposals? ■■■■■	■
	1.2 Does the proposal contribute to the overall implementation of EU4Culture's overall goal achievement of stated results ? ■■■■■	■
	1.3 How relevant is the proposal to the particular needs and constraints of the target groups (■■■■■)	■
Methodology (■)	2.1 Is the action plan clearly defined and feasible ? Is the approach appropriate? ■■■■■	■
	2.2 Does the proposal identify appropriate objectively verifiable indicators for the expected results of the action? ■■■■■	■
Outcomes and Impact (40)	3.1 How significant is the impact of proposed action specific outcomes distinctively contributing to (1) Creation and development of socio-economic growth opportunities for local communities ■■■■■ ■■■■■ Raising and enhancing public and institutional awareness on the role of cultural heritage as a driver of sustainable socio-economic development ■■■■■	■■■■■
	3.2 Is the target group for the action, including direct and indirect beneficiaries clearly identified ? ■■■■■	■
	3.3 Are the most vulnerable ■■■■■ clearly targeted ■■■■■	■
	3.4 Will the action produce immediate benefits for the final beneficiaries ■■■■■	■

	3.5 Will the action contribute to immediate job creation ? [REDACTED]	1
	3.6 Will the action contribute to strengthening the value chain of the targeted groups? [REDACTED]	1
	3.7 Is the action likely to have tangible positive effects on the wider community ? [REDACTED]	1
Sustainability [REDACTED]	4.1 Are the expected results of the proposed action financially sustainable : [REDACTED]	1
	4.2 Are the expected results of the proposed action environmentally sustainable : [REDACTED]	1
	4.3 Will the project have continued positive effects after it ends [REDACTED]	1
Operational Capacity [REDACTED]	5.1 Does the applicant have sufficient and relevant proven experience in project management [REDACTED]	1
	5.2 Does the applicant have sufficient technical expertise [REDACTED]	2
Cost Effectiveness [REDACTED]	6.1 Is the proposed expenditure necessary for the implementation of the action?	1
	6.2 Is the ratio between the operational costs of the project (human resources) and expected results rational in relation to the nature of the proposed activity?	1
Maximum total score		10

Scoring: [REDACTED]

Only the applications that have been given a total score of a minimum [REDACTED] points will be considered for the award.

10. Application Procedure

a. Forms for submission of the Applications

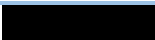
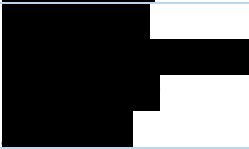




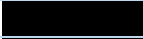

The applicant must submit the following application forms in English language:

- Application Form (*Annex A*)
- Application Budget (*Annex B*)
- Logical Framework (*Annex C*)
- Statement of Applicant (*Annex D*)
- Statement of Partner organization (*Annex E*)
- Application Check list (*Annex F*)
- Supporting documents in English and/or Albanian language (*as listed in Annex F*)

b. Instructions for submission of the Applications

- The deadline for the submission of applications is [REDACTED]. Any application submitted after the deadline will be rejected.
- Applications must be submitted exclusively to the e-mail [REDACTED]. Notification of the delivery would follow upon successful submission of the email application. One notification is sent to each sender (for the first sent email only).
- Applications sent by any other means (e.g. by post or by hand delivery) or delivered to other emails different from the ones stated in CfP will be rejected. Hand-written applications will not be accepted.
- Applications must have reference number of the Call [REDACTED] and name of the applicant in the subject of the e-mail
- Exclusively via e-mail in PDF format (signed, stamped and scanned) and in original editable format (i.e. Excel, Word). Signed, stamped and scanned versions must contain exactly the same application documents as the electronic versions in original editable format. In case of discrepancies, signed, stamped and scanned versions will prevail.
- The applicant must submit application forms in the English language.
- The total email size of the application should not exceed [REDACTED], as that is the maximum allowed email message size by the UNOPS server. If the application is larger than [REDACTED] documents should be sent in a series of emails, with each email not exceeding the [REDACTED] size threshold. Each part of the application should be numbered in the email subject field.
- Applications must be received before midnight-local time on the closing date of the Call for Proposal. Applicants are kindly advised to submit the application timely, as late deliveries due to slow internet connection or other network/hardware/software related problems may lead to disqualification of the application. Only applications received by UNOPS mail server before the deadline would be accepted.
- Requests for clarification should be submitted to the e-mail address below: [REDACTED] the latest. UNOPS reserves the right to request the original versions of submitted documents from applicants where/when original documentation is required by the Evaluation Team.

11. Indicative Timeframe

Activity	Timeframe/ Deadline
Publishing the Call for Proposals	
Info Sessions for the Call	
Deadline for Submission of Requests for Clarifications	
Deadline for Submission of Answers to Requests for Clarifications	
Deadline for Submission of the Project Proposal	
Evaluation of the Project Proposals	
The Programme Steering Committee approves the Evaluation Results	
Information on the Evaluation Results	
Signing of Agreement	