



TURKU IS THE EUROPEAN CAPITAL OF CULTURE 2011



Join the making of the Turku 2011 programme!

Turku 2011 is looking for innovative projects for its Capital of Culture programme in an open call for project proposals. The application document is available on our website between 1 February and 31 May 2008.

www.turku2011.fi



Turku is the European Capital of Culture 2011

Turku was selected as the Finnish candidate for the Capital of Culture from seven applicant cities in June 2006. The Turku on Fire bidding document presenting Turku's plans for the Capital of Culture year was prepared for the application process. Thousands of people from different fields, ages and social backgrounds took part in the preparation process. Turku received the official nomination for the Capital of Culture from the European Council of Ministers of Culture in November 2007. The other Capital of Culture in 2011 is Tallinn in Estonia.

A central part of the Capital of Culture year is the Turku 2011 programme which will consist of 250-300 innovative and open-minded projects. Turku will make the Capital of Culture year 2011 an unforgettable experience for all of Europe. Turku 2011 will create experiences and encounters that cross boundaries, renew our everyday life and live on. **Your project may be what we are looking for!**

Turku 2011 Programme

The first open call for projects and ideas for Turku 2011 was organised in 2005. It produced over 500 project proposals and the preliminary programme presented in the Turku on Fire bidding document consisted of 35 projects compiled from the project proposals and ideas received in the open call. The preliminary programme forms the framework of the Turku 2011 programme. The programme can be found at www.turku2011.fi.

The preliminary programme is divided into four themes:

- 2011 Memories and Truths (history, memory, identity)
- 2011 Transformations (culture in an urban environment and in the everyday lives of people)
- 2011 Explores the Archipelago (the archipelago, the Baltic Sea)
- 2011 Take Offs (cultural diversity)

These four themes will be complemented with new projects. Some of the new projects may also form new themes for the programme.

The Capital of Culture programme is coordinated by the Turku 2011 Foundation which also offers partial funding for projects. The projects of the Turku 2011 programme will be carried out by Finnish and international professionals in arts and culture, organisations, associations, societies and companies as well as institutions in research and education.

What kinds of projects are wanted for the programme?

The aim of the open call for projects is to find innovative projects for the Turku 2011 programme. The project proposals can be completely new projects or they can complement those included in the preliminary programme which is presented in the Turku on Fire bidding document by adding new content, partners or actors.

The projects can be short term or carried out over several years, they can be new long-term projects or once in a lifetime productions. The projects can include for example public events, development work, training or research.

Who can participate in the open call?

The Turku 2011 programme is created in wide national and international cooperation. In the open call Turku 2011 invites local, national and international makers to join the making of the Turku 2011 programme. The projects must be implemented completely or partially in Turku or in the surrounding region.

Private persons, groups, associations, networks, companies, organisations as well as public and private institutions can take part in the open call. The cooperation contracts for the production on projects will be made with legal persons *).

Cooperation contract and responsible body

The Foundation does not produce the projects selected for the Turku 2011 programme. A cooperation contract will be prepared for the

production of each project. Prior to this, a responsible body must be named for each project. The responsible bodies must be legal persons *). The responsible body will bear the financial and judicial responsibility for the project and is responsible for the implementation of the project. The Foundation will enter into the cooperation contract with the responsible bodies of the projects accepted for the Turku 2011 programme.

Project proposals can be submitted to the open call even though the responsible body has not yet been determined. Each of the projects accepted into the Turku 2011 programme must have a responsible body before the Foundation enters into the cooperation contract on the implementation of the project.

Application form

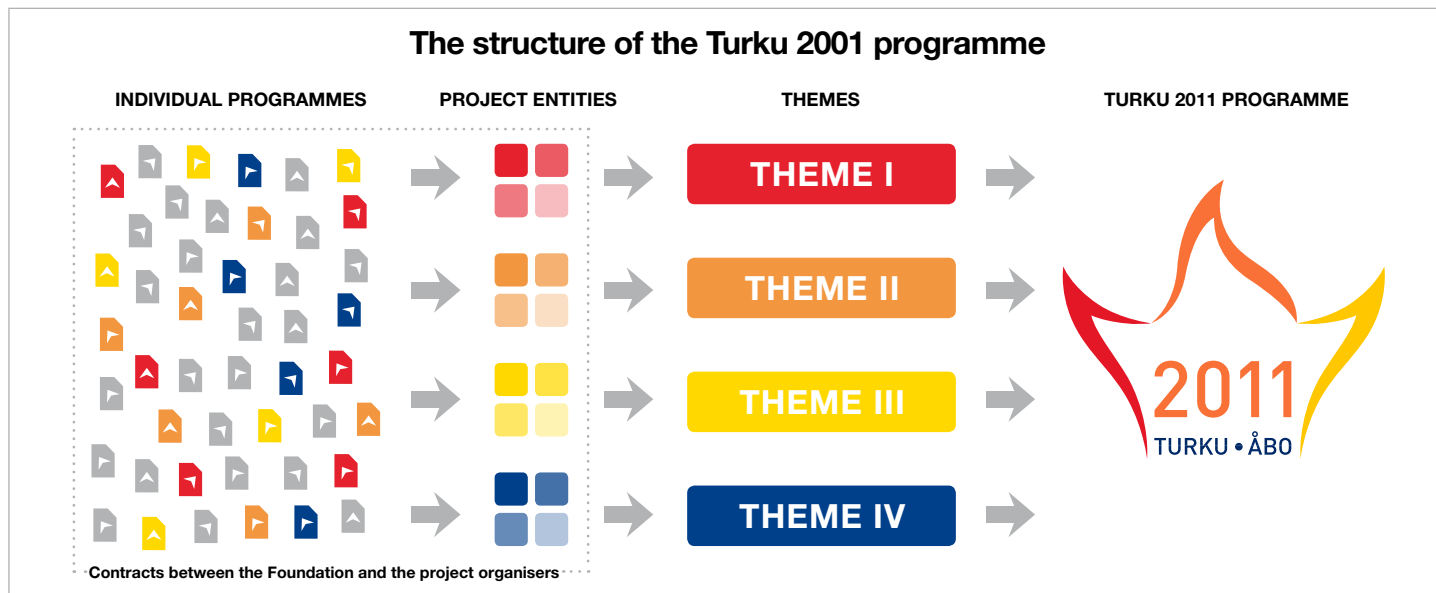
The project proposals are submitted into the open call over the Internet. The application form is published on 1 February 2008 at www.turku2011.fi. The electronic form is available in Finnish, Swedish and English. The open call closes on 31 May at 11.59 pm.

The possible enclosures to the submitted project proposals should be sent via mail to our office. The enclosures will not be returned. Project proposals submitted via email, by mail or by fax will not be accepted.

How does Turku 2011 define culture?

The Capital of Culture is based on a broad definition of culture: culture is the continuation of doing, learning and thinking. This broad definition includes everyday culture, cuisine and physical exercise among others. The arts form the heart of the Capital of Culture providing opportunities for a multitude of activities and experiences which bring people together, renew our lives and live on.

Open-minded cooperation as well as encounters between different fields of art and other domains, generating new and creative ways of thinking are important for the projects of the Turku 2011 programme. Turku 2011 views culture particularly from the perspective of interaction and doing things together.



What kinds of projects can be chosen?

The Turku 2011 programme is built to correspond to the values and goals defined for the Capital of Culture. The evaluation and selection criteria for the projects follow the Turku 2011 strategy. Projects selected for the Capital of Culture programme should:

- meet the criteria for the projects in the Turku 2011 programme
- meet the evaluation criteria for the projects
- be in accordance with the EU Capital of Culture programme
- form a suitable part of the Turku 2011 programme

The projects accepted for the Turku 2011 programme can commence already in 2008 and can continue after 2011. However, the projects must generally include a culmination point or a highlight that takes place in 2011.

Selection criteria for projects

All projects selected for the Turku 2011 programme must meet the following criteria *prior to entering the cooperation contract*. After the submission, the project proposals can be further revised and supplemented in cooperation with the Foundation. However, the careful preparation of the submitted project proposal is important in order for a proposal to be selected into the Turku 2011 programme.

1. Prior to entering the cooperation contract, a **responsible body** must be named for the project. The responsible body must be a legal person. The cooperation contract on the project will be made between the responsible body and the Turku 2011 Foundation.
2. The accepted proposals must include a **cost estimate and a financing plan** which include the structure of the planned income and expenses. The possible partial funding provided by the Turku 2011 Foundation will be determined based on these.
3. The production of the project must include **cooperation** with one or more partners from Turku or the surrounding region. Partners can include artists, associations, companies,

organisations or local people. Examples of cooperation include for example co-productions, artist exchange, seminars, workshops, courses or tours. Projects including cooperation with partners from elsewhere in Finland, from Europe or from outside Europe will be warmly welcomed.

4. The project proposals must include an account on the **long-term effects** of the project. The long-term effects will be monitored in the reporting of the projects.
5. The projects must enforce at least one of the aims of the Turku 2011 strategy: **internationality, well-being or creative industries**. These concepts are defined in the application form. **)

All projects selected for the Turku 2011 programme must fulfill the above criteria. However, fulfilling the criteria does not guarantee the selection of a project. The selection of projects is also based on the evaluation criteria as well as on how the proposed project fits the entire Turku 2011 programme.

Evaluation criteria for the projects

In order to proceed to the cooperation contract phase, each project must fulfill the above-mentioned project criteria. The contents of the project proposals are evaluated according to the evaluation criteria. The evaluation criteria comply with the Turku 2011 strategy and the implementation of the criteria in the project further assists in the project being selected for the Turku 2011 programme. In addition to the general evaluation criteria, the level of implementation particularly for the criteria 3, 4 and 5 can affect the evaluation of the contents of the project. All projects will be evaluated as a whole.

1. Does the project include a **European dimension** **)?
2. Does the **project encourage participation**, does it create opportunities of making and experiencing?
3. Is the project **innovative and open-minded**?
4. Does the project create **encounters** (e.g. between various themes, fields, cultures and social groups who participate in the making or experiencing the project)?
5. Is the **project accessible for all audiences**?

6. Have **ecological and environmental** aspects been taken into account in the planning of the project?
7. Is the **project proposal** realistic?
8. Do the **producers** of the project have the required know-how and professional skills to maintain high quality when carrying out the project?
9. Is the **content** of the project of high quality and meaning?
10. What are the **effects** of the project in relation to its expenses (including regional, social and long-term effects)?
11. Do the contents and timing of **the project support the entire Turku 2011 programme and its schedule?**

Processing of the project proposals

All applicants will receive an email confirmation when their project proposal has been received. All proposals received in the open call will be processed. The project proposals will be evaluated by experts from various fields as well as the production teams of the Turku 2011 Foundation. The names of the experts will not be made public.

Decisions on the entire Turku 2011 programme will not be made until the closing of the open call. The results of the evaluation and selection procedure will be sent to the applicants by email by **1 October 2008**. The Turku 2011 Foundation will not give feedback on individual projects or comment on the rejection of projects. The decisions are final.

Funding

The Turku 2011 Foundation gives partial funding to some of the projects selected for the Turku 2011 programme. Completely self-financed projects which do not require funding from the Foundation are also accepted into the programme. Such project proposals must also be submitted through the open call for projects and must meet the same selection and evaluation criteria as the projects funded by the Foundation.

The funding provided by the Foundation is determined case-specifically for each project based on the cost estimate and financing plan included in the project proposal. The basic guidelines for the determination of funding are as follows:

- The Foundation acts as a partial financier of projects.
- The Foundation offers on average some 40 % of the total funding of a project. The funding provided by the Foundation does not, in principle, exceed 80 % of the total funding of a project.
- The Foundation does not, in principle, exceed the total funding of 250 000 € for a single project.
- The self-funded part of the project can be covered with income from sales or other payments, public funding, funding from private foundations or trusts, project cooperation and own financial investments.
- The self-funded part can include voluntary work or payments in kind (***) for a sum which the Foundation considers reasonable for the implementation of the project. The funding provided by the Turku 2011 Foundation is paid in parts and is subject to reporting. The responsible body will regularly provide the Foundation with an electronic intermediate report through which the Foundation monitors the progress of the project. The final part of the funding will be paid after the final report on the project has been submitted.
- The funding provided by the Turku 2011 Foundation is public funding. The responsible body of each project must take into account the obligations incurred from acquisition legislation.

In the contract the Foundation's financial responsibility for a project is limited to the support it provides. Obtaining the rest of the required income as well as cost control are at the responsibility of the responsible body.

The support provided by the Foundation can also completely or partially consist of the **balancing of loss**, for example in cases in which the funding of an outdoor event is mainly based on ticket sales.

Guidelines for cooperation with companies

Cooperation with companies is important for the funding of the Turku 2011 programme. The Turku 2011 Foundation will have partner companies in various fields. In addition to this, individual projects selected for the Turku 2011 programme can include cooperation with companies.

However, in order to avoid overlapping, the Foundation will limit project specific cooperation with companies in respect to lines of business, schedules and compensation. The specific conditions will be defined in the cooperation contract between the Foundation and the project's responsible body. The formulation of the cooperation contract is facilitated if the project does not include existing partner companies at the proposal phase.

The financing plan of the project proposal must include an estimate of the value of the future cooperation contracts with companies. If the project or its responsible body have existing partner companies already at the proposal phase, the partner companies should be mentioned in the application form.

Preparational funding

The Foundation can support the further development of the projects included in the Turku 2011 programme prior to entering into the cooperation contract through preparational funding in the form of a 2-4 month fixed-term financial support, for example, for the large-scale planning of the project, forming networks or finding additional funding.

There is no application procedure for the preparational funding. The Foundation offers preparational funding to projects at its own discretion. Preparational funding will only be provided for projects with particular requirements.

What will not be funded in the open call?

Funding for the following purposes will generally not be available in the open call:

- Permanent real estate expenses (e.g. rent or maintenance charges)
- Investments (e.g. repair or building work or equipment expenses)
- The creation of permanent appointments or positions

Funding can be given for the following purposes only if they form an **essential part** of a wider project and are in adequate relation to the

budget of the entire project. The above purposes can form a part of a wider project but cannot be the principle reason for funding.

- Study, research or travel expenses for individuals
- The basic operations of cultural or other actors (e.g. seasonal programmes, ordinary expenses)
- Established events and festivals which will be carried out in 2011 as usual

Support service for production

A support service for the production of the Capital of Culture projects will be established in connection with the Turku 2011 Foundation. The support service will provide information and services supporting the production of the projects included in the Turku 2011 programme. It will also participate in the training organised for the producers of the projects. The support service for production will be in operation when cooperation contracts on the projects of the Turku 2011 programme have been made.

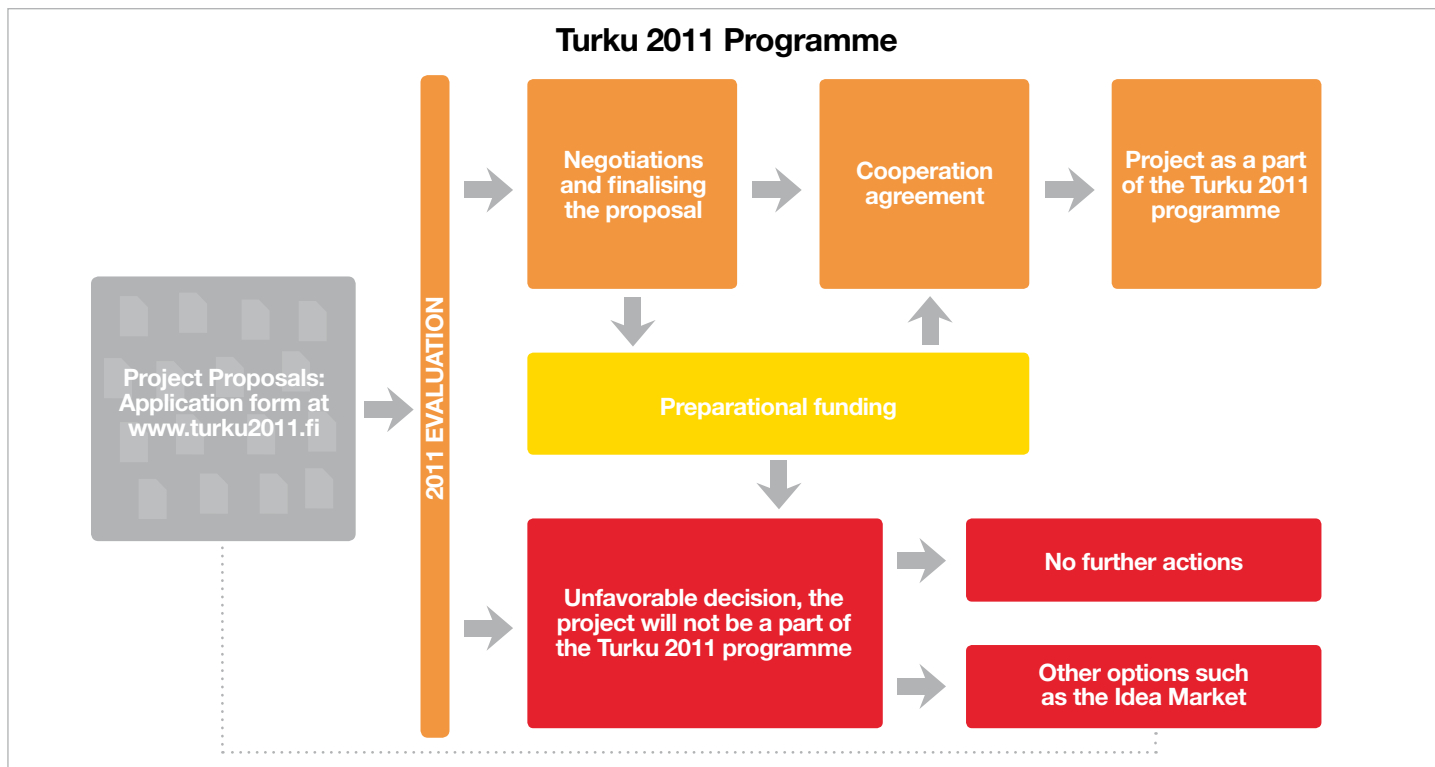
Partner search

If you do not have your own project or project proposal, but would like to participate in a Turku 2011 project as an artist, producer, cultural professional or other partner, your contact details can be entered into our register. Once the projects for the Turku 2011 programme have been chosen, your skills and experience can be useful in the further development of the projects. Send your contact details and a short description of your fields of activities and interests to partners@turku2011.fi.

Idea Market

Have you got good ideas for the Capital of Culture, the advancement of culture or events, projects or campaigns that you are not yet ready to submit in the open call? You can send your ideas to the Idea Market where other people can find them. The Idea Market is a website providing an opportunity to share and develop your ideas with others. The Idea Market will be opened during February 2008 at www.turku2011.fi.





*) **Legal persons** include bodies regulated by commercial law (companies with share capital or cooperatives) or civil law (recognized associations or foundations) and general government (such as the state, municipalities or parishes). For example private persons or the administrative bodies of the state and municipalities are not legal persons.

) **Internationality in a project can include, for example, an increase in international contacts, tourism and travel as well as other visitors, participation in an international network or taking advantage of international expertise.

European dimension can include partners or producers from other European countries, artist exchange or tours, current European themes or innovations, new practices, productions or perspectives which are interesting from a European point of view.

Well-being can refer to, for example, increasing everyday well-being or well-being at work, increasing comfort in public spaces, decreasing cultural prejudices, cooperation with professionals in caring and social work, creating community and participation or research into the health effects of arts and culture.

Creative industries can refer to, for example, new kinds of cooperation taking advantage of creative work within the “traditional” industries and between these and cultural actors, development of cultural exports, activities developing training and professional skills within the region in making the best use of creative activities, product development and application, generating new employment opportunities or entrepreneurship as well as research into creativity and creative entrepreneurship.

***) Part of the self-funding not paid in cash but as, for example, work contribution or facilities.



ADDITIONAL INFORMATION
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