Call for curatorial proposals: The European Pavilion 2024

Terms and conditions

This document contains the list of terms and conditions which defines the legal and financial relationship between the applicant and the European Cultural Foundation (ECF) starting with the submission of the application and including the collaboration agreement to be entered into with the selected applicant.

General conditions for submitting applications

- Lead applicants are the sole responsible for the content of their submission to the European Pavilion call. No rights can be derived from suggestions and instructions provided by ECF with regard to the call.
- By submitting the application, the applicant declares:
  - that the information contained in the proposal is correct and complete and that none of the activities falling within the scope of the agreement (i.e. financed via the commissioning grant) have started prior to the submission deadline of the call;
  - to have the financial and operational capacity to carry out the proposed project;
  - to have the explicit consent of all consortium partners with regard to their participation and the content of the proposal, including the budget.
- ECF reserves the right to ask for official proof of registration of the lead applicant and/or consortium partners.
- Please note that it is not possible for lead applicants to apply for another grant by ECF throughout the term of the collaboration agreement.
Communication and acknowledgment

- The ECF must be acknowledged as the commissioning organisation and co-funder in all (associated) communication materials relating to the activities carried out within the framework of the European Pavilion 2024, as well as in all credit lines accompanying all produced artworks and artistic creations, including in the event of loans or touring.
- The successful applicant will adhere to the visual identity of the European Pavilion as developed by ECF.
- The successful applicant is expected to cooperate with ECF on publicity and communication and act as an ambassador for the European Pavilion programme as a whole.
- Promotional material must be made available (also) in English.

Copyright and IP rights

Copyright and IP rights on any materials created by the selected applicant (or consortium partners) remain with the applicant or its licensors in perpetuity. ECF has the right to use any materials created in connection to the European Pavilion 2024 by the applicant (or consortium partners) for its non-commercial communication and promotional purposes both during the term of the collaboration agreement and afterwards. This is done in consultation with the applicant (such agreement not to be unreasonably withheld) and by giving due recognition to the applicant.

Financial terms

- The amount of the grant awarded by ECF must not exceed 80% of the overall project budget.
- The commissioning grant will be paid in three instalments, according to the following schedule:
  - The first instalment of 60% of the total amount of the grant may be requested upon the signing of the collaboration agreement.
  - A second instalment of 35% may be requested six months into the project term (June 2024)
  - The remaining amount (5%) will be paid upon completion of the project and submission of the final report.
  - In certain justified cases, ECF at its sole discretion may allow for deviation from these standard regulations.
- In the event the actual expenditure or income for a specific budget line deviates more than 15% from the application budget, the selected applicant must pre-agree such changes with ECF.
- If, after the grant is awarded, the total estimated project budget is reduced (e.g. due to loss of partner and/or other funding), the grant shall be reduced proportionately to the intended own and/or additional funding sources of the applicant.
• If the selected applicant does not use the entire grant for the stated purpose, the remaining sum must be repaid to ECF.
• Any exchange losses and bank fees will not be paid by ECF, the selected applicant is therefore expected to take all necessary steps to counteract exchange rate fluctuations and inflation.
• The selected applicant will be required to provide proof of its in-kind contribution and to contribute to the financial audit carried out by ECF.

Evaluation
• The selected applicant is expected to contribute to the ongoing evaluation of the European Pavilion by making themselves available for interviews with the ECF team, sharing relevant documents and information such as media coverage, attendance figures and any other data enabling a qualitative assessment of the project.

Privacy notice and data protection
• Requested information and data are for the purpose of administering, monitoring and evaluating grants. Please ensure you have relevant consent from the consortium partners and/or third parties to share required (personal) data with us.
• Personal information will be protected in line with the General Data Protection Regulation EU 2016/679 (GDPR).
• The selected applicant must ensure its full GDPR compliance throughout the implementation of the project.