

Foundation

**Nodibinājums Liepāja 2027**

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Liepājā

June 1, 2025. **Regulations NR. 2**

Approved by the Foundation   
“Foundation Liepāja 2027”

Board Decision No. 5 of June 1, 2025

(Minutes No. 1.3/22 §)

**LIEPĀJA 2027 INTERNATIONAL CULTURAL PROJECT**

**CO-FINANCING OPEN CALL REGULATIONS**

**I. General issues**

1. The Regulations determine the procedure by which the Foundation “Foundation Liepāja 2027”,reg. no. 40008325039, Rožu Street 6, Liepāja (hereinafter – the Foundation) allocates funds (hereinafter – co-financing) through an open call for the implementation of international cultural and artistic events “Liepāja 2027 - European Capital of Culture” programme strands in the administrative territories of Liepāja City , South Kurzeme and Kuldīga regions, with possible introductory events throughout the territory of Latvia (hereinafter – the Event).

2. The aim of the open call is to enrich the “Liepāja 2027 - European Capital of Culture” programme with internationally recognised and pioneering interdisciplinary contemporary art events spanning a range of genres. To achieve this aim, co-financing is provided for Events that are innovative in content, creatively stimulating and challenging in terms of new formats, promoting a diverse cultural offer. To achieve this ambition, co-financing will be awarded to projects that demonstrate conceptual innovation, creative inspiration, and the courage to challenge artistic conventions through new and engaging formats—ultimately contributing to a diverse and dynamic cultural offering and complying with the guidelines set out in Annex 2 to the Regulations. Support will be provided for Events that implement international cooperation and attract an international audience, comply with eco-design guidelines[[1]](#footnote-1), apply environmentally friendly cultural management practices[[2]](#footnote-2), ensuring accessibility and availability to different audiences and compliance with the fundamental values of the European Union. The total available co-financing amount for all programmes within the framework of this competition is EUR 640,000.

3. Legal entities registered in the Member States of the European Economic Area, including legal entities governed by private or public law, or economic operators (hereinafter referred to as the applicant) are eligible to apply for co-financing. The Applicant is entitled to submit applications for multiple Events, and the number of submissions is not limited.

4. The deadline for submitting applications is **2025.September 10 at 11.00 AM.**

5. Co-financing does not qualify as commercial aid within the meaning of the Commercial Aid Control Law. The event must be available free of charge or the revenue from the Event services (participation fee, ticket sales, etc ) must not cover more than 50% of the actual costs of the Event.

6. The competition is organized and the implementation of the Regulations is ensured by the Foundation.

7. The announcement of the Competition (hereinafter referred to as the Announcement) and the results are published on the website [www.liepaja2027.lv](http://www.liepaja2027.lv) .

**II. Conditions and methods of granting co-financing**

8. The conditions for the exclusion of applicants are as follows:

8.1. The Applicant does not have any tax or other mandatory payment debt imposed by the state or local government exceeding 150 euros at the time of submission of the application and conclusion of the financing agreement;

8.2. The Applicant, if a legal entity, must be registered in a member state of the European Economic Area no later than 36 months before the date of submission of the application and must have implemented projects of similar scope and complexity during its period of activity.

8.3. The Applicant has not been declared bankrupt, is not undergoing legal protection proceedings, is not undergoing extrajudicial legal protection proceedings, has not commenced bankruptcy proceedings, has not been subject to rehabilitation or amicable settlement, is not accused of money laundering and failure to comply with sanctions violation regulations, has not terminated or suspended its economic activity and/or does not meet the criteria set out in national legislation for insolvency proceedings to be applied to it at the request of creditors, the Foundation has not made a decision to refrain from establishing business relations with the Applicant in connection with suspicions of the Applicant's or its beneficial owners' connection (cooperation) with a jurisdiction subject to sanctions or other established circumstances related to sanctions, proceeds of crime, money laundering, financing of terrorism or proliferation , corruption, reputation, due to which there is a risk of losing public trust;

8.4. The applicant's application has been prepared and submitted within the deadline specified in the Notice of Competition and has been drawn up in accordance with the procedure specified in the Regulations.

8.5. The Event is available free of charge or the revenue from Event services (participation fees, ticket sales, etc.) covers less than 50% of the actual costs of the Event.

8.6. Preparation of the Event will begin in 2026 and the Event will mainly take place (will be available to the public) in 2027. The Foundation reserves the right to specify and change the venue and time of the supported Event in the context of the overall program.

9. If the Commission, when examining the applicant's application, determines that the applicant does not meet or has not fulfilled the requirements of the exclusion conditions, the Commission shall take a decision to leave the application without examination.

10. When examining the application on the merits, the Commission shall make a decision on the allocation of co-financing and its amount or refusal to allocate co-financing, indicating the justification.

11. Applications may be submitted to the competition for the following programs and amounts of co-financing:

11.1. Interdisciplinary contemporary art program “Changing Horizons” application for co-financing up to 50,000 EUR or application for co-financing up to 100,000 EUR. The applicant may apply for the type of project that best suits the scale and needs of its idea;

11.2. Photography event series “World of Images” application for co-financing up to 25,000 EUR or application for co-financing up to 50,000 EUR. The applicant may apply for the type of project that best suits the scale and needs of its idea;

11.3. Participatory performing arts program “Karosta Radosta” application for co-financing up to 50,000 EUR or application for co-financing up to 200,000 EUR. The applicant may apply for the type of project that best suits the scale and needs of its idea;

* 1. Literature and Oral Culture Program “Spirit of the Library” application for co-financing up to 50,000 EUR;

11.5. Environmental installations or digital experiences within the environmental awareness program “Island of Adventure”application for co-financing up to 70,000 EUR;

11.6. Visual theatre development program “Open Theatre Quarter” application for co-financing up to 50,000 EUR;

11.7. World Film Program “Cinema Dream” application for co-financing up to 30,000 EUR;

11.8. Electronic dance music event in the program "No More Heavy Metal" application for co-financing up to 30,000 EUR.

12. Co-financing for a single Event may be granted up to the maximum support amount specified in the respective programme, not exceeding 90% of the Event's total budget.

13. Costs eligible for co-financing:

13.1. remuneration for artistic, technical and administrative personnel;

13.2. production and project management expenses;

13.3. Event venue costs (rental, sound system, lighting, service staff, etc.);

13.4. Purchase of materials and rental of equipment necessary for the implementation of the Event;

13.5. travel and accommodation expenses for artists and technical personnel participating in the Event;

13.6. marketing and communication activities costs.

14. Co-financing shall not be granted for the following costs:

14.1. for meals and coffee breaks;

14.2. for ensuring the basic operations of the applicant or the partners and third party organizations involved in the Project, for the purchase of fixed assets, technical equipment, for the repair of premises and the improvement of the material and technical base, as well as for ensuring the basic administrative operations of the partners and third party organizations involved in the Project;

14.3. benefits, bonuses, cash prizes and other similar payments;

14.4. for interest payments, compensation for losses and debt repayment.

15. Co-financing shall be granted to the implementation of the Events that have received the highest number of points during the evaluation. If two or more applications in the same program, applied for the same type of co-financing, have received the same number of points and the funding allocated for this purpose in the Foundation's budget is limited, then these applications shall be ranked in the list according to the highest number of points received in accordance with the criteria for the Artistic Quality of the Event and International Cooperation.

1. **Application submission, evaluation procedure and criteria**

16. Within the deadline specified in the Call for Proposals, the Applicant shall submit an application to the Foundation by sending it to the email addresses: birojs@liepaja2027.lv and anna.sile@liepaja2027.lv. The application shall be prepared using Annexes 1 and 3 of the Regulations (hereinafter – the Application) and signed with a secure electronic signature in a single EDOC format package. If the application is signed on behalf of the Applicant by a representative, a power of attorney document shall be attached to it. The application shall be prepared in Latvian or English.

17. The maximum number of points each member of the Evaluation Committee may award to a single application is 120 points. The total score of the application is the sum of all points awarded by the Committee members. Applications are evaluated according to the following criteria:

17.1. Quality of the Event Concept — assesses the clarity of the objectives and tasks in relation to the planned activities, structure of activities and timeline, articulation of expected results, strategy of planned activities and its justification. Up to 15 points may be granted:

15–13 points – the concept is well-structured, goals are clearly defined, and the strategy is detailed and logically substantiated.

12–8 points – the concept is generally understandable, goals are formulated, but the strategy is somewhat generic or lacks specific justification.

7–0 points – information is incomplete or contradictory; no clear link between strategy and outcomes.

17.2. Artistic Quality and Relevance — evaluates the artistic value and significance of the idea within the context of the Liepāja 2027 programme, the quality, originality, and relevance of the creative concept, the artistic message and intentions of the authors, the choice of artists and creative teams, and the diversity of artistic expression. Up to 20 points may be granted:

20–17 points – high artistic quality, original and significant concept, justified selection of authors, use of diverse artistic means.

16–10 points – concept is justified but less original or less developed; choice of authors not detailed.

9–0 points – generic idea, no clear artistic concept, unjustified selection of authors or creative team.

17.3. Compliance with the Open Call Guidelines — assesses the alignment of the Event with the objectives of the open call, the guidelines of the relevant programme (Annex 2), and the core values of the European Union as defined in Article 2 of the Treaty on European Union (human dignity, freedom, democracy, equality, the rule of law, and respect for human rights). Up to 15 points may be granted:

15–13 points – full compliance with the open call objectives, guidelines, and EU values, with a clearly defined contribution to the overall vision of the programme.

12–7 points – partial or general compliance; guidelines are respected but not clearly linked to the project idea.

6–0 points – formal compliance or lack thereof; EU values not integrated into the project.

17.4. Accessibility to a Broad Audience — assesses the potential audience size in relation to the requested funding, accessibility for diverse groups, including persons with disabilities and families with children, and the application of sustainable and environmentally friendly cultural management practices. Up to 10 points:

10–8 points – project targets a broad audience, audience size is proportional to costs[[3]](#footnote-3), clear accessibility and sustainability measures.

7–4 points – audience is generally defined; accessibility or sustainability is mentioned but not well developed.

3–0 points – lacks clear audience information, accessibility and environmental responsibility not addressed.

17.5. Applicant’s Competence — evaluates the Applicant’s capacity to deliver a high-quality Event, including the experience of the Event implementers, artists, and technical specialists in delivering similar projects, based on projects implemented over the past 3 years. Up to 10 points:

10–8 points – extensive experience in managing similar projects, team demonstrates relevant professional competence.

7–4 points – some relevant experience but limited demonstration of team capacity.

3–0 points – lacks significant experience or evidence of competence.

17.6. Event Budget — evaluates the justification of costs, their proportionality to planned activities and audience, the financial co-financing strategy, and whether marketing activities account for at least 10% of the total Event budget, regardless of whether these are covered by the requested co-financing or other sources. Up to 10 points:

10–8 points – costs are detailed and well-justified, credible co-financing plan provided, marketing expenses make up at least 10% of total costs.

7–4 points – budget is generally understandable but lacks justification for some items; marketing expenses are insufficient or not well justified; co-financing plan lacks basis.

3–0 points – costs are disproportionate to planned activities, justification is incomplete; no co-financing plan or weak plan; no marketing costs included though necessary for audience reach.

17.7. International Cooperation — evaluates the Event’s ability to foster meaningful and long-term international cooperation, involvement of international partners in implementation, and the strategy and potential for attracting an international audience. Up to 20 points:

20–17 points – specific, significant international partners are identified, form of cooperation is clearly defined (co-production, joint project, shared implementation, etc.); strong international audience strategy with long-term potential.

16–10 points – potential international partners mentioned or limited involvement (e.g. guest artists); general audience attraction plan provided but underdeveloped.

9–0 points – no international partners involved or involvement is formal only (without content co-creation or joint implementation); no plan for attracting international audiences or it is not substantiated.

17.8. Marketing and Communication — evaluates the Applicant’s ability to implement an effective marketing and communication process for the Event. This includes the clarity of communication objectives, identification of target audiences and channels, potential for international and digital communication, solutions for community engagement and accessibility, integration of sustainability principles into marketing (e.g. eco-friendly materials, inclusivity, local community involvement), planned tools and methods for impact evaluation (e.g. digital statistics, surveys, results analysis), and the experience and professionalism of the involved communication/marketing specialists. Up to 20 points:

20–17 points – communication strategy is comprehensive and professionally justified, clear international and digital direction, strong public engagement and accessibility measures, sustainability principles applied, experienced specialists involved.

16–10 points – strategy is developed but lacks detail or one section (e.g. digital or international dimension) is underdeveloped; specialists have limited relevant experience.

9–0 points – strategy is general, inconsistent or incomplete, lacking public engagement, sustainability measures, or specialist competence.

18. When evaluating Applications in accordance with the established criteria, the Commission shall decide to refuse to grant Co-financing in the following cases:

18.1. The average score of the application (calculating the arithmetic average of the points awarded by all members of the commission) is less than 72 points out of the maximum possible 120 points;

18.2 In criterion “Artistic quality and relevance”, the Application has been assessed with nine points or less;

18.3 In criterion “Compliance with the Open Call Guidelines”, the Application has been assessed with six or fewer points;

18.4 In criterion “International Cooperation”, the Application has been assessed with nine points or less;

18.5 In criterion “Marketing and Communication”, the Application is assessed with nine points or less;

18.6. The funding allocated for the Competition in the Foundation's budget is insufficient.

**IV. Competence of experts and the Commission, procedure for announcing results, contestation**

19. The decision on granting co-financing, its amount or refusal to grant co-financing shall be made by the Evaluation Commission established by the Foundation (hereinafter referred to as the Commission). The Commission shall consist of the Chairman of the Commission, the Deputy Chairman of the Commission and at least five (5) members of the Commission. The minutes of the Commission meetings shall be kept by the Secretary of the Commission, who is not a member of the Commission.

20. The work of the Commission shall be led by the Chairman of the Commission, and in his absence – by the Deputy Chairman of the Commission. The Commission has the right to make a decision if more than half of the members of the Commission participate in the meeting. The decision shall be made by a simple majority of votes. If the votes are equally divided, the vote of the Chairman of the Commission shall be decisive. A member of the Commission may not abstain from making a decision.

21. The meetings of the Commission shall take place without the presence of the Applicant; however, the Commission has the right, if necessary, to invite a representative of the Applicant to participate in the meeting.

22. The Board of the Foundation on a basis of its order shall establish an advisory council, consisting of at least four (4) experts in the fields of art and culture with equal rights and obligations (hereinafter referred to as the Advisory Council). The experts shall be selected taking into account their professional experience, competence in the relevant field and reputation.

23. Advisory Council has advisory rights and its task is, using the professional experience and knowledge of its members, to review the submitted Applications on their merits and provide a written assessment of the content of the Applications to the Commission.

24. Members of the Commission and experts shall sign a declaration of the absence of a conflict of interest. If a member of the Commission or an expert has a personal interest in the selection or support of the Application, they shall inform the Foundation’s Board in writing and shall not participate in the evaluation of the Application and/or in the decision-making process.

25. The Commission has the right:

25.1. ask the Applicant to explain and clarify the information contained in the Application within a specified period of time, and to submit supporting documents;

25.2. to make corrections to arithmetic errors;

25.3. determine the procedure for the disbursement of Co-financing;

25.4. support part of the Event's budget lines or the amount requested in the budget line.

26. The Commission shall notify the addressee of its decision by electronic mail, using a secure electronic signature, within 15 working days after its adoption. The Commission's decision shall be deemed to have been notified on the second working day after its sending.

27. The announcement of the competition results is published on the website [www.liepaja2027.lv](http://www.liepaja2027.lv) indicating the recipients of co-financing and the amount of co-financing granted.

28. The decision of the Commission may be appealed to the Chairperson of the Foundation's Board by submitting a complaint within 10 (ten) days after notification of the decision.

29. Based on the Commission's decision on the allocation of co-financing, the Foundation and the applicant shall conclude a financing agreement on the procedures for the allocation, use and submission of reports on co-financing.

30. The recipient of co-financing is obliged to:

30.1. submit a report on the use of co-financing, including providing accounting supporting documents upon request;

30.2. to repay co-financing or part thereof, if it was received by providing false or incomplete information or by failing to notify about circumstances that affect the right to receive co-financing;

30.3. to repay the part of the co-financing received that was used without complying with the terms of the financing agreement.

31. If co-financing is not used for the previously intended purposes, is not used or is used partially, then the recipient shall repay the Foundation the unused part of the co-financing or the co-financing used in a manner inconsistent with the purpose of the allocation in accordance with the procedures specified in the financing agreement.

The Regulations have the following annexes:

1. Appendix – application form;
2. Annex – guidelines;
3. Appendix – Estimate form;
4. Annex – Draft Agreement.

On behalf of the Foundation:

Inta Šoriņa, Chairman of the Board

Eva Ciekurze, Member of the Board

Baiba Bartkevica, Member of the Board

1. Using sustainable and recyclable materials, using reusable decorations and structures, reducing resource consumption (water, electricity, fuel), taking advantage of digital communication, minimizing CO₂ emissions at all stages, etc. [↑](#footnote-ref-1)
2. The planning and implementation of the event includes activities that reduce environmental impact – for example, waste reduction, reuse, responsible transport logistics, use of renewable energy, paperless communication, etc. [↑](#footnote-ref-2)
3. An audience size is considered proportionate if it corresponds to the scale of the Event and the requested funding, taking into account the nature and accessibility of the programme. [↑](#footnote-ref-3)