



# Kaunas 2022

Europos kultūros sostinė

## **Kaunas – European Capital of Culture 2022 Open Call for Cultural Partnership projects**

The organisers of the programme Kaunas – European Capital of Culture 2022 are announcing the second call for the organisations in Lithuania to apply with proposals of artistic projects which would add strength to the programme of 2022. We are open for project proposals involving performers, artists, exhibitions, performances of exclusive importance and relevance in the European and wider international field, which could be implemented with the Lithuanian and foreign partners and would have potential for becoming the focus of international communication, staying attractive for the guests from Lithuania and abroad.

The applicants – future partners of the programme – will be fully responsible for the locations, productions, implementation and communication of their projects. It is expected that the proposed projects would help to support the values and themes of the programme Kaunas – European Capital of Culture 2022, also being fully accessible for both Lithuanian spectators and foreign guests.

During the preparation phase (2017–2021), we already implement numerous community-oriented and educational activities, cooperation projects, artistic residencies – we do this in joint effort with the partner organisations already taking part in the project. **With this second open call we invite our future partners to propose finalised artistic projects which would serve as highlights of the main programme of Kaunas – European Capital of Culture in the year 2022.**

The selected projects will be implemented from the budget of the programme Kaunas – European Capital of Culture 2022 (up to 80 % of the project's budget). The experts representing Kaunas 2022 together with external experts will select the projects from all the submitted proposals. The amount of possible funding for a project could reach 20 000–50 000 Eur (around 15 projects), 100 000 Eur and more (1 to 3 projects). After this open call, the European Capital of Culture programme will be complemented with up to 20 new projects. The capacity of an organisation to implement the project of the proposed size and complexity should be supported with the examples of experience in the field of production. During the process of evaluation of proposals and at the stage of project planning jointly with the submitting operators, significant attention will be paid to the risk management plan, plans for ensuring safety of the participants of the project activities, as well as back-up scenarios for the project. Partnership projects are to be implemented based on the principle of cooperation, thus, applicants are kindly invited to consult the curators and heads of Kaunas 2022 on all questions (best timeframe, location, budget, communication, etc.) before submission of their project proposals. After completion of the selection of partners and their projects for the initial list, before the signing of the

Partnership Agreement, the consulting process and the process of coordination for integration of the selected projects into the general programme of events of the year 2022 will take place. We kindly advise the applicants to consult the conditions of the Partnership Agreement before preparation of their project proposals.

According to Ana Kočegarova, Head of Programme at Kaunas 2022, “with this open call we intend to enrich the Kaunas 2022 programme with the events of exclusive artistic quality as well as programme highlights which would be marked with the names of the globally outstanding creatives and artists, unique artistic solutions, international productions. We would like the selected projects to boost the attractiveness of the Kaunas 2022 programme for the city guests and to motivate the Lithuanian and foreign guests for visiting Kaunas city and Kaunas district in 2022. We do understand that the announcement of this open call is happening at the time when it is difficult to plan grand cultural projects, as there are different types of risks involved, however, we invite operators to look for flexible, creative solutions in cooperation with us, duly taking into account different currently relevant risks. Despite the restrictive conditions caused by the pandemic, which create difficulties for realisation of the programme, our team is determined to implement the European Capital of Culture programme and we know that numerous situations can be solved and adapted to, this way protecting the opportunity of enjoying a unique festival for the Kaunasians and the entire Europe”.

Application deadline is December 15<sup>th</sup>, 2020

Projects evaluation deadline is January 19<sup>th</sup>, 2021

### **Structure of the European Capital of Culture programme**

The programme Kaunas – European Capital of Culture (Kaunas ECoC) has been named Contemporary Capital with the motto “From Temporary to Contemporary”. This title has been chosen to illustrate the process of development of the contemporary identity of Kaunas and Europe and to disclose the values that serve as a basis of joining our societies together. The title of the programme draws our attention to the fact that today both Kaunas and Europe, building on the dynamic and meaningful history, also rich with culture, are no longer satisfied with the ever-lasting nostalgia. **It is essential that we all disclose, create and celebrate the contemporary identity, contemporary city and contemporary European culture by joint effort.**

The Kaunas 2022 programme consists of 8 thematic sub-programmes which help to draw public attention to:

- the multi-ethnic memory of the city, region and Europe – through personal stories (Memory Office);
- the phenomenon of the modernism architecture in Kaunas city and Kaunas district in the European and global context (Modernism for the Future);
- the role of the youth in creating their local place and the city where they live, also in shaping the future of Europe (Emerging Kaunas);
- the importance of design in ensuring accessibility of spaces, focusing on design innovations and relation with the heritage (Designing Happiness);
- inclusion of communities in the processes of co-creation, also creation of unique artistic projects adapted to specific locations, neighbourhoods and towns together with professional artists from across Europe (We, the People; project Contemporary Neighbourhoods in Kaunas district);
- joint cultural projects of the Lithuanian and European cultural operators and creators – through sharing of experiences and unique talents (Cultural Partnerships);

- competence development in the cultural sector, training and motivating the volunteers, youth empowerment for cultural activities, training of community facilitators (Tempo Academy of Culture);
- co-creation of a collective narrative, a new legend of the city and taking part in the European discourse on mythology through the process of co-creation (The Mythical Beast).

The Mythical Beast Trilogy – three grand mass events in 2022 to be adapted for public spaces, expected to join numerous cultural organisations, performers, local residents. Special open calls for organisations will be announced in the 1<sup>st</sup> quarter of 2021 for implementation of the Trilogy events.

Each component of the Kaunas 2022 programme is described in detail in the bid book of the programme Kaunas – European Capital of Culture 2022. This bid book has led us to the award of the European Capital of Culture for Kaunas and is the key document based on which the entire programme is being implemented. The applicants are kindly recommended to get acquainted with this document and consult it when composing the project proposals in order to be in line with the objectives of the programme. Keeping the proposed project in line with the themes defined in the Kaunas 2022 bid book will be considered an advantage when assessing the applications.

[Link to the bid document](#)

### **Aims of Kaunas – European Capital of Culture 2022 project**

Through this partnership project and together with various cultural organizations, we expect to implement changes on a European scale with the purpose of making Kaunas and Kaunas District:

- a place of happy people and positive experiences, where local talents are appreciated;
- a community that can act and share, its residents are sensitive to the local heritage, proud of it and who participate creating the contemporary face of Kaunas City and Kaunas District;
- places where culture is accessible and available for everyone because of the friendly and sustainable solutions of infrastructure, creative public spaces and appealing content;
- a strong cultural sector: professional, visible, appreciated, socially responsible, networked on local and international levels, partner with social, educational, business and IT sectors and communities;
- a point of attraction for travellers: interesting because of its relevant contemporary culture and international projects of contemporary art, community art, design and interdisciplinary areas.

**Documents to download:**

[Partnership Agreement](#)

[Questionnaire](#)

[Form for Estimated Costs \(example\)](#)

## **GUIDELINES AND RULES OF AN OPEN CALL**

The purpose of the open call is to enrich the programme of Kaunas European Capital of Culture 2022 with special programme delivered by cultural partners and dedicated to the promotion of the visibility of Kaunas city and Kaunas district at international level by creating an exclusive, internationally-relevant artistic/cultural production. We expect to receive different multi-disciplinary project proposals which could give strength to the local grid of events/activities. The initiators of applications are encouraged to submit project proposals dedicated to the creation of internationally significant cultural production and special programmes/events in cooperation with internationally outstanding artists/performers.

### **Special assessment criteria**

The assessment of applications for partnership projects will be made taking into account the artistic quality and international significance of the proposed activities, their attractiveness to the international audience, uniqueness and sustainability of the partnerships between cultural institutions and different sectors, plans for communication and productions, strategy for audience development. The partnership projects should meet the following minimum criteria:

- the project includes internationally outstanding creative/creatives, the project is dedicated to the wider audience and aimed at attracting foreign visitors/spectators, the project creates/adapts the exclusive programme for Kaunas city and Kaunas district;
- the project involves cooperation with Lithuanian and/or foreign partners for creating/adapting the exclusive programme for Kaunas city and Kaunas district;
- experience of the organisation in the field of implementation of projects, the complexity of which would correspond which the programme proposed in the application;
- availability of the communication strategy and assurance of its implementation;
- assurance of the human resources with the required competencies for implementation of the project.

## **Rules for becoming a Partner of Kaunas – European Capital of Culture 2022**

### **1. Concepts used in the rules**

The Call to submit the applications (hereinafter the Call) is a document that specifies areas and priorities of Kaunas – European Capital of Culture 2022 partner projects as well as the requirements for costs and project quality, estimated outcomes, requirements for applications, project evaluation criteria, procedure for submitting the applications and other necessary documents.

Working group of partnership project evaluation (hereinafter the PEG) is formed in accordance with the decree issued by the Director of Kaunas 2022. It consists of Kaunas 2022 employees, experts of the municipalities of Kaunas City and Kaunas District as well as external experts. Its aim is to evaluate the projects taking into consideration the project evaluation criteria, suggest amount of the budget allocated for the coproduction of Kaunas European Capital of Culture programme, prepare project application evaluation reports and submit information about project evaluation to the Director of Kaunas 2022 VšĮ.

Application of partnership programme is a document submitted by the applicant that aims to become a partner of Kaunas – European Capital of Culture 2022 programme.

The Applicant is a legal entity that plans to implement the project in cooperation with Kaunas 2022 VŠĮ.

Project – the entirety of purposeful activities taking place within a specified period of time, the aim of which is to develop a unique product or a service.

Period of project implementation – a period at the beginning of which project activities must be started and at the end of which they must be finished.

Partner of the partnership project (hereinafter the Partner) is an Applicant that has entered into the joint activity agreement with Kaunas 2022 VŠĮ regarding joint project implementation.

Parts – parts of partnership projects based on the aims of programmes of Kaunas – European Capital of Culture 2022.

Activities – activities that the Applicant has listed in its Application as the ones to be implemented.

Joint Activity Agreement is an agreement drawn between the Applicant and Kaunas 2022 VŠĮ regarding the implementation of joint partnership project.

## **2. Submission of partnership programme applications**

Project applications shall be submitted in accordance with the procedure and by the deadlines provided in these regulations. Project applications shall be submitted by **15 th December, 2020** (inclusive) by email [partnerystes@kaunas2022.eu](mailto:partnerystes@kaunas2022.eu) with subject APPLICATION\_organisation.

The Applicant shall fill the application in accordance with the procedure established in the Call. The application must be submitted with documents specified. The Applicant shall be responsible for the accuracy of the information provided in the application.

The same Applicant can submit **no more than 2** projects for the partnership Application.

When the deadline for submission ends, the Applicants cannot initiate the provision of amendments, clarifications, add other information or documents related to the application.

Period to implement the Activities listed in Project Applications: **22<sup>nd</sup> January 2022 – 27<sup>th</sup> November 2022**. The applications can be submitted for the total or a part of the period established.

The applications can be submitted in Lithuanian or English.

The applications shall be submitted until 25 October 2019, 24:00 inclusive.

## **3. Requirements for the Applicants**

Applications to become partners of Kaunas 2022 can be submitted by all legal entities registered in Lithuania.

**Foreign organisations** can also participate in the Call with partner rights, but the main partner of the project must be registered in Lithuania.

Activities of partnership projects must take place in Kaunas City and its District or elsewhere in Lithuania or abroad, provided the project is dedicated to promote Kaunas 2022 programme and are in line with programme's criteria and values.

#### 4. Filling the applications

If you want to submit the application, please fill and send the following documents: Questionnaire of the applications and the Form for Estimated Costs (to be filled for all activities).

Provide the necessary information and save the document.

Please send the completed questionnaire by email at: [partnerystes@kaunas2022.eu](mailto:partnerystes@kaunas2022.eu) before the deadline.

**Applicants are kindly recommended to register for consultation regarding filling of the application form.** The consulting will be offered by the staff of VšĮ "Kaunas 2022" during the entire period of the open call at the address Laisvės al. 36, Kaunas or online meeting. Registration can be done by e-mail [partnerystes@kaunas2022.eu](mailto:partnerystes@kaunas2022.eu). When registering, please submit a brief description of the project and your questions for consultation.

#### 5. Evaluation of applications

Project evaluation shall be coordinated by Kaunas 2022 VšĮ.

Applications shall be submitted by a working group of the following composition: Kaunas 2022 VšĮ representatives, a representative of Kaunas City Municipality, a representative of Kaunas District Municipality, external experts confirmed by the decree of the Director of Kaunas 2022. The chair of the group shall be the Director of Kaunas 2022 VšĮ.

Members of the working group shall assess the applications received in accordance with 7 application **evaluation criteria:**

##### 1) European dimension (30 points)

Kaunas – European Capital of Culture 2022 is the initiative by the European Commission with a great focus on the promotion of the European inter-cultural relations, dialogue, greater mutual understanding, European cultural diversity and European values. The applicants are encouraged to create cultural projects which would enrich the programme of the year 2022 with exclusive production dedicated to supplement the grid of the grand events in the year of the European Capital of Culture. We invite the applicants to submit their project proposals which would include artists/performers, well-known at the international level, and possible partnerships developed with foreign cultural institutions or organisations.

The activities of programme partners are expected to help strengthen the European dimension of the Kaunas 2022 programme by:

- underlining general aspects of the European culture, relevant themes;

- strengthening the aspect of identity of one's own region as part of the joint European identity, promoting cultural diversity;
- establishing new partnerships and strengthening the existing ones, the same applying for cultural exchanges with other European countries, cities and communities, artists, organisations and their networks.

In 2022, Kaunas will share the title of the European Capital of Culture with the city of Esch-sur-Alzette, Luxembourg and Novi Sad, Serbia. The programme of Kaunas 2022 is being developed in the way which promotes partnerships of Kaunas organisations, as well as cultural exchanges with cultural and artistic organisations from Esch-sur-Alzette and Novi Sad.

Promoted initiatives:

- presentation of internationally significant artists, performers and cultural projects in Kaunas city and Kaunas district;
- activities which help to establish cultural relations in Europe;
- exchange of artists or other type of cultural exchange with the cities in Europe;
- projects reflecting the themes of the European relevance;
- projects which help to establish relations among the European communities and cities, and promote respect, dialogue among the communities/cities with different experiences;
- projects which draw our attention to memorable events, personalities, stories, etc., uniting the entire Europe.

In the project application, the organisers are requested to specify the means that will be used to ensure the international dimension of the project under existing limitations for events and/or international mobility, limits for the number of spectators or any other special conditions applied in the country under the epidemiological circumstances. In their applications, the organisers are encouraged to describe several possible scenarios for implementation of their project.

## **2) Project impact and sustainability (10 points)**

The project Kaunas – European Capital of Culture has an end but it is oriented towards long-term results. Therefore, activities and projects of Kaunas 2022 prioritised include the ones that have a long-term effect and can be continued later on.

Projects encouraged are not only the ones that solve local challenges, but the ones relevant for the European society, are oriented towards creating positive changes, benefits for local communities or a city.

When preparing applications for partnership projects, organisers are also encouraged to take a look at various aspects of sustainability and assess the possibility to continue them: does the project have alternative sources of funding? Will the right results enable continuation of the project? For example, if during a project a special website is developed, who is going to take care of its maintenance once the project is over? If new educational programmes are developed, will they be continued after the project? If a project is prepared together with partners, will this partnership be continued in order to continue the project? Does the applicant plan to continue the work with the audience(s) targeted by the project?

## **3) Audience development and involvement (10 points)**

One of the priorities of Kaunas 2022 programme – encouraging society's involvement in culture. It is expected that project implementation will result in significant increase in both number of the residents of Kaunas and Kaunas District using cultural services and resident satisfaction in cultural services.

When assessing the applications, suggestions of organisers and innovations regarding a more active society's participation in culture will be taken into consideration.

Activities encouraged:

- projects that encourage the attraction of new audiences to the activities of the cultural institution;
- means and activities developing the attendance of cultural institutions / events;
- new ways to animate the cultural content, innovations and means to develop audiences;
- cultural programmes in new public spaces;
- decentralisation of cultural services, development of the initiatives of community culture;
- cultural initiatives in the implementation and solution-making of which active role is taken by local residents;

#### **4) Innovativeness and contextuality of the project (15 points)**

The projects encouraged are the ones that comply with the thematic areas of Kaunas – European Capital of Culture 2022, its vision and slogan and offer new, interdisciplinary innovations or artistic content that has not been introduced in Kaunas / Lithuania before, encourages relevant contemporary creative practice, achieves new technological solutions, experimental methodologies and approaches, encourages the growth of the demand of professional art and culture in Kaunas City and its District, opportunities of improvement for the community of local cultural and art professionals, as well as new opportunities for local artists and creators. When evaluating the project based on this criteria, things to also take into consideration include its compliance with the priorities of the Call field to which it is submitted.

#### **5) Project communication (15 points)**

Another thing to be taken into consideration when assessing the applications is project dissemination plans and innovative communication strategies. In its project application, the applicant must indicate the guidelines of project publication with communication purposes, target audiences, means and partnerships established that help to ensure the maximum visibility and accessibility of the project.

#### **6) Project management (15 points)**

The aim of Kaunas 2022 VšĮ is to ensure an effective and transparent implementation of partnership projects, as well as implementation of requirements applied under the procedures of public administration. In the project application, organisers are asked to describe the composition of the team implementing the project and indicate persons who will be responsible for carrying out the public procurement procedures, financial operations and accounting of the project, project management, etc. You should also mention your institution's previous experience implementing projects of a similar kind and other relevant information about organiser's capacity to implement project activities, ensuring proper execution of administrative procedures established in the legislation of the Republic of Lithuania and rules for partnership implementation. Another thing to be evaluated is project activity schedule, estimated costs of the project and its validity, as well as means provided to secure additional project funding.

In the project application, the organisers are requested to specify the means which ensure the realisation of project in case of existing limitations for events and/or international mobility, limits for the number of spectators or any other special conditions applied in the country under the epidemiological circumstances. In their applications, the organisers are encouraged to describe several possible scenarios for implementation of their project.



## **7) Impact on the environment (5 points)**

Applicants are encouraged to think how project activities will contribute to sustainable development in environmental, social, economic sense, development of new infrastructure, etc., implementation of moderate consumption and healthy lifestyle, equal opportunities and non-discrimination principles as well as dissemination of sustainable development, environmental and ecological values and raising awareness. When implementing projects, the aim is to achieve as low negative impact on the environment, pollution and use of disposable objects as possible.

The organisers are requested to specify in the project application the measures that will be used to ensure implementation of the project under the circumstances of applied limitations in relation to events and/or international mobility, limits for the number of spectators at events or any other special conditions applied in the country in the event of the epidemiological situation. The organisers are encouraged to foresee several possible scenarios for project implementation.

A member of the working group who carries out project evaluation, shall fill project evaluation sheet indicating a number of points for each criteria.

If the working group that evaluates projects cannot properly assess administrative compliance and suitability of the project due to inaccurate or incomplete information, it has a right to ask the applicant to submit the missing documents and information.

Having received project evaluation sheets from group members, an employee of the institution assigned in accordance with the decree of the Director of Kaunas 2022 VšĮ, shall prepare a project evaluation report which shall be discussed during the working group meeting.

During this meeting, the working group shall make a decision regarding the data indicated in application evaluation report (average of points assigned by each working group member to application's evaluation priority (-ies) and / or criteria and recommendations) and shall adopt a working group decision regarding each application:

- to include the project into the general Kaunas European Capital of Culture programme and co-produce the activities listed in the Application;
- to include the project into the general Kaunas European Capital of Culture programme and contribute to dissemination of its activities;
- not to include the project into the Kaunas the European Capital of Culture programme.

The working group shall also recommend a budget amount dedicated to co-produce partnership project activities and prepare a consolidated and reasoned working group commentary based on the application's compliance with application criteria. If the working group adopts the decision to change data indicated in application evaluation report, such decision shall be reasoned in the minutes of the working group.

Member of the working group can formulate recommendations how to improve project quality and integrate it as smoothly as possible into programme fields.

When the working group evaluates the project evaluation conclusion of the work group members, it has a right to ask a working group member to abstain from the consideration of the application, if it

can be grounded that application evaluation by a group member can be biased. In this case, the decision of the working group shall be reasoned in the minutes of the meeting.

In accordance with the decisions adopted by the working group, a list of partnership projects shall be prepared and then confirmed by the Director's decree of Kaunas 2022 VšĮ.

Partnership project evaluation criteria shall be announced when the application evaluation is over, but no later than by 29 November 2019 on the website of Kaunas 2022: [www.kaunas2022.eu](http://www.kaunas2022.eu).

Organisations the projects of which proposed are included into the programme of Kaunas – European Capital of Culture 2022 shall sign a joint activity agreement with Kaunas 2022 VšĮ that runs the programme (Annex No. 1) to this agreement in which it undertakes to act together implementing the partnership project of Kaunas – European Capital of Culture 2022 jointly funded by Kaunas City Municipality, Kaunas District Municipality and the budget of the Government of the Republic of Lithuania.

## **6. Implementation of cooperation projects**

When implementing the cooperation project, the project operator:

- complies with the requirements indicated in the joint activity agreement;
- ensures the transparent control of the project's budget;
- organises the procedures of public procurement to implement project activities (if applicable to the project operator);
- submits in time performance, financial and other reports and documents necessary to submit to Kaunas 2022 VšĮ during project implementation period;
- submits to Kaunas 2022 VšĮ project activity statistics for impact recording and for the purposes of Kaunas 2022 research;
- ensures efficient communication of project activities, accessibility of information about the project activities to the society, the visibility of the logos of Kaunas – European Capital of Culture 2022, the European Union, Kaunas City, Kaunas District and the Government of the Republic of Lithuania in all means of project communication taking into consideration the guidelines of the use of the logos;
- strives to ensure the maximum opportunities for various groups of society and those groups who have worse opportunities and experience difficulties to participate in project activities.

Partnership project shall be implemented through the funding by Kaunas City Municipality, Kaunas District Municipality, Government of the Republic of Lithuania and Kaunas – European Capital of Culture 2022 programme operated by Kaunas 2022 VšĮ and the costs of the operator of the cooperation project.

Project partners shall sign an annex to the joint activity agreement, which specifies:

- project partner obligations;
- project performance indicators;
- schedule of project implementation;
- estimated project costs and estimated sources of funding (project budget and estimate shall be clarified every year, detailing the plans and costs of the upcoming year);
- project budget distribution in accordance to partners.

Both parties hereby undertake to fulfil the conditions established in the agreement and the annexes thereof and if one of them ceases to fulfil them, the agreement can be terminated.

The funds of Kaunas – European Capital of Culture 2022 programme for project implementation shall be transferred by Kaunas 2022 VšĮ to project partner every quarter in accordance with a project budget distribution plan and schedule confirmed in advance. The costs shall be transferred when the new quarter starts and only when the uses of funds statement of the last quarter is received together with accounting documents that confirm the use of the budget, the estimated costs and the summary of intermediary indicators.

VšĮ Kaunas 2022 shall be obliged to reimburse the eligible expenditure borne by the partner for the purpose of implementation of the partnership projects carried out with the Kaunas – European Capital of Culture 2022 programme. The reimbursement will be done at least once in three months, if the partner provides to the implementing authority the invoice for compensation of expenses, accompanied by all the factual (visual) material proving the realisation of activities, and also provides the list of expenses experienced by the partner as well as documents supporting payment of the expenses (using the form attached).

Costs suitable to be covered from the funds of Kaunas – European Capital of Culture 2022 programme are the costs incurred during the project implementation period necessary to achieve the results established in the project and must be included into the estimated costs of the project. These costs must be directly related to project implementation, comply with the standards of transparent finance management and the principles of cost-efficiency. Project estimate can include the salaries of the employees of cultural institution implementing the project (up to 20 % from the total project budget). Administrative costs of the institution can be declared as Partner's contribution to the project.

Funds received from Kaunas – European Capital of Culture 2022 cannot be used to cover: project application preparation costs, fines, default interest, financial penalties, litigation costs, interest on loans and debt repayments, costs of renting and leasing the premises owned by the applicant or partner for the purposes of the project, building protection and management, rent costs, project implementation costs financed from other sources, costs for activities that violate the Constitution of the Republic of Lithuania, laws and regulations in any way or method, purchase of vehicles, real estate, office space rent, office space repair, costs unnecessary for project implementation, costs that exceed the market price and do not comply with the principle of sound finance management, costs of intermediaries or consultants where the cost of the work or services is related to a cost that is not based on the actual value of the work or services provided; costs that have already been funded (paid for) and are funded from the budgets of Kaunas City and / or Kaunas District municipal budgets. These costs shall be deemed unsuitable for covering from Kaunas 2022 fund. If the costs deemed as ineligible are necessary to implement the project, they must be funded from the own funds of project operator or other project partners (or other sources of funding raised).

When carrying out project activities and administrating the project budget, project promoter hereby undertakes to ensure the implementation of the activity and budget plans, submit quarterly performance and budget reports, operation and budget plans for the upcoming quarter and the final project implementation report (forms will be provided as Annexes to Joint Activity Agreement).

**Applicants are kindly recommended to register for consultation regarding filling of the application form.** The consulting will be offered by the staff of VšĮ "Kaunas 2022" during the entire period of the open call at the address Laisvės al. 36, Kaunas. Registration can be done by e-mail [partnerystes@kaunas2022.eu](mailto:partnerystes@kaunas2022.eu). When registering, please submit a brief description of the project and your questions for consultation.