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**TERMS OF REFERENCE**

**Grants for Young Individuals**

***Digital Engagement of Youth for Social Cohesion*:**

**Invitation to all creative young individuals to submit their ideas on digital solutions for** **social cohesion**

1. **BACKGROUND INFORMATION**

In Kosovo, cultural heritage is a strong driver for sustainable peacebuilding process in the aftermath of conflict. Many initiatives indicate that cultural heritage has proved to be successful entry point to rebuilding trust and improving community acceptance as it addresses the need for respect of cultural identity and heritage of all. Interpersonal exchanges between communities do take place as part of day-to-day life, however examples of social cohesion at a deeper level are limited. While some progress can be noted in this respect, the politicization of the cultural heritage has been a challenge in strengthening inter-community relations and social cohesion.

Social cohesion is a complex, multi-dimensional and multi-layered concept and quite often its underlying conceptual basis is contested. While cohesion may evolve in primarily historical-cultural terms (norms of trust and belonging have evolved over time through symbolic politics and patterns of long-term state and nation formation) it can also evolve functionally (networks of interactions, such as economic exchanges and interdependencies). Social cohesion can be best described as the respect and tolerance for diversity regarding ethnicity, gender, religion, and many more factors which make us unique. It can only be accomplished if the principle of respect for diversity is taught and integrated into the whole society. A society that is deemed to be cohesive is one that works for the wellbeing of all its members, with the engagement of youth being of extreme importance; less opportunities are being given for youth from different communities to be able to socialize together. This then further adds to conflicting narratives and lack of understanding. Distrust can be reduced within the community by having cultural interactions which promote dialogue, build trust, and foster a shared sense of ownership of cultural heritage.

In this context, encouraging youth toward the protection, preservation, and promotion of cultural heritage can be used as a powerful tool to enhance social cohesion, among all communities in Kosovo. The “Cultural Heritage as a Driver for Intercommunity Dialogue and Social Cohesion” project, through the Activity: Youth engagement as an agent of social cohesion, foresees the engagement of Kosovo youth from different communities to generate digital cultural content representing Kosovo’s tangible and intangible cultural heritage through a creative process.

1. **OBJECTIVE**

The overall goal of the activity is to contribute to social cohesion through the protection, preservation, and promotion of tangible and intangible cultural heritage **by supporting youth’s engagement with innovative digital solutions and technologies**.

Through this call, the project “Cultural Heritage as a Driver for Intercommunity Dialogue and Social Cohesion” will provide **micro-grants** for the most feasible digital innovative ideas of youth from all communities, that contribute to the a) protection, preservation, and promotion of tangible heritage such as historical and religious monuments, artifacts, and objects; and/or b) protection, preservation, and promotion of intangible heritage such as performing arts, traditional crafts, oral traditions, and different social and festive practices.

1. **EXPECTED OUTPUTS/DELIVERABLES**

Through the activity “Digital Engagement of Youth for Social Cohesion”, the “Cultural Heritage as a Driver for Intercommunity Dialogue and Social Cohesion” project will support young individuals interested in developing new or expanding on already existing digital solutions that contribute to the protection, preservation, and promotion of cultural heritage contents that represent the interest of all communities in Kosovo.

The project encourages young individuals to propose ideas that involve the creation, editorialization, collaborative enrichment, and/or gamification of tangible and intangible heritage contents that do not need high maintenance, and that are sustainable in long term. Proposed ideas can also foresee cooperation with local or central-level cultural institutions, that can potentially benefit therefrom.

Areas of engagement include, but are not limited\* to:

* **Research and education** (digital documentation, digital learning, digital archives and collections, participatory archiving, etc)
* **Tourism and heritage** (gamification, digital installations and/or collaborative practices with cultural institutions, 3D mapping, tourism software updates, community networking etc)
* **Arts and crafts market** (e-commerce, e-services, digital marketing, virtual collections, etc)
* **Data management** (open data, heritage data collection, protection and visualization, text mining, survey, etc)

**\*Applicants are strongly encouraged to propose their unique ideas in the area of digital cultural heritage.** The keywords above serve as examples for your reference.

1. **BUDGET AND DURATION**

The amount per micro-grants may range up to EUR 3,500.00. UNDP will be awarding and supporting up to five (5) micro-grant for young individuals (women and men) coming from different communities. UNDP reserves the right to fund any or none of the applications submitted.

**The duration of each proposed application/idea should not exceed the period of 10 weeks**.The anticipated implementation period is planned between March-May 2023.

1. **REPORTING REQUIREMENTS AND MANAGEMENT ARRANGEMENTS**

The selected grantees are required to report in written form (e-mails, progress summaries, narrative reports, etc.) to Project Management as follows:

1. Dynamic Work Plan with clear objectives, activities, resources, and indicators for the implementation of all expected activities;
2. Two (2) monthly Progress Reports during the implementation of the activities, documenting the progress of the deliverables, achievements, or potential issues affecting implementation. Reporting on finance/resource utilization should also be included. The format of the report is subject to approval by UNDP’s Project Management;
3. Final Project Implementation Report covering progress, deliverables, and achievements for each activity. The format of the final report is subject to approval by Project Management.
4. Other ad-hoc reporting or updates on specific component activities or progress may also be requested.
5. **ELIGIBILITY AND QUALIFICATION CRITERIA**

The interested individuals applying to this call must meet the following eligibility and qualification criteria to be considered for the selection:

1. **ELIGIBILITY TO APPLY:**

* Individuals who are residents of Kosovo, aged 18 to 30 years old (please provide ID card);
* Individuals who demonstrate thinking outside the box and readiness to implement their project;
* Individuals with elementary knowledge and skills in digitalization processes, digital applications and industries;
* Individuals with elementary knowledge of cultural heritage and creative fields;
* Individuals who show willingness to contribute to the shared cultural heritage (please devote your time before submitting your application);
* Individuals who are interested in receiving additional support in their already existing projects in digital cultural heritage.

**\*Up to two (2) individuals can apply with one (1) project idea/application.**

**\*Preferably applications to be submitted in English language.**

**\*If applications are submitted in either Albanian or Serbian language will also be considered due to the importance of the call.**

1. **NON-ELIGIBILITY TO APPLY:**

* Idea/proposals which aren't related to the creative industries and the areas listed above;
* Idea/proposals which are not related or don't intersect meaningfully with cultural heritage;
* Idea/proposals to third parties or other;
* Idea/proposals proposed by organizations/companies/NGOs;
* Ideas that are already being implemented by a third party.

1. **QUALIFICATION CRITERIA:**

*Creativity:* Does the proposal introduce innovation and contribute towards social cohesion? Does the idea strive to provide a space for diversity and creativity?

*Suitability:* Does the idea/proposal correspond to the objective of this call?

*Sustainability:* Does the idea/proposal have the potential to be “independently sustainable” after the finalization of the project? Does the proposal fit the local context and is valid for the longer term?

*Budget:* Does the proposal provide details regarding budget planning, including curriculum vitae (CV/CVs) of individuals that will be responsible to implement the project? Are the proposed activities implementable within the given budget?

*Time management*: Are the proposed activities implementable within the given timeframe? Are the potential risks that might affect the completion of the activities assessed?

*Presentation / Communication Strategy:* Does the applicant present a plan on how to present or communicate their completed result or product? Does the applicant foresee the use of digital media?

*Preliminary Knowledge:* Does the proposal make a feasible connection between cultural heritage and creative fields?

1. **PAYMENT SCHEDULE**

The payment will be processed as follows for each of the sub-grants:

* 30% of the micro-grant amount upon signature of the contract;
* 50% of the sub-micro-grant amount upon delivery of 50% of the planned activities;
* 20% of the micro-grant amount upon completion of all activities, submission of final report, and receiving the invoice, including final results and/or product (subject to UNDP acceptance).

1. **SUBMISSION PROCESS**

Applicants shall bear all costs related to proposal preparation and submission. The following documents must be submitted in order for the submission to be considered:

1. Complete the applications form (project proposals) (template attached: **Annex III – “Application Form”), including** financial proposal and implementation plan;
2. Attach your CV (or portfolio, if available);
3. Any other additional documents related to the project: sketch, pictures, video/audio, or other forms (optional).
4. Attach a copy of your ID card (and/or Passport).
5. **SELECTION PROCESS**

Applications will be evaluated after the closing date of the Open Call. Applications will be reviewed by an Evaluation Panel that will be using UNDP’s principles of fairness and integrity, including the eligibility criteria. All applicants will be informed officially on the deliberation of the Evaluation Plan once the evaluation process is completed.

1. **OTHER**

**Other Requirements.** It shall be the individual’s responsibility to respect deadlines, consider comments/ suggestions, and apply them in a professional manner during the implementation phase.

The work conducted by the individual must be unique, original, and not a copy of other products or have similarities to it whatsoever. The individual is required to cooperate closely with UNDP to ensure that the right message is conveyed through the implementation of the activities.

**CLOSING DATE OF THE SUBMISSION:**

A completed **Application Form for Challenge Prize Competition (see Annex III)** with requested supporting documents must be submitted to UNDP Kosovo via following email address: [registry.ks@undp.org](mailto:registry.ks@undp.org) no later than **06 March 2023, 24:00**

Individuals are also welcome to submit their proposals including supporting documents in the form of a USB within a sealed envelope addressed below:

**UNDP, Kosovo**

**Zagrebi Street no. 58,**

**10000 Pristina, Kosovo**