

Terms and conditions

Cultura Circular 2023/24

The submitted proposal must consist of two main components for its eligibility:

- 1. Sustainable operations.** The interest lies in advancing the sustainable actions that the festival intends to adopt in its operation to reduce the event's environmental impact. These actions should consider the main areas of impact for a festival and the intention to commit to the festival's sustainable development must be described in the proposal.
 - Transportation
 - Food
 - Water
 - Energy
 - Waste management
 - Local flora and fauna
 - Air quality
 - Conscious communication and marketing
- 2. Cultural exchange with the United Kingdom.** The application should detail the proposed cultural collaboration to be carried out by the festival with artist(s)/group(s)/talent from the United Kingdom (England, Scotland, Northern Ireland, Wales) to be identified and invited by the festival. The collaborations can take the form of:
 - Residencies and training activities (workshops, conferences, symposiums, and meetings).
 - Artistic showcases from the United Kingdom in the country: presentations by artists or talent from the United Kingdom as part of the festival's program in digital, in-person, or hybrid format.
 - During the collaboration period, festivals are encouraged to involve the local community in cultural exchange with the artists/talent from the United Kingdom and provide access to local diversity.
 - Artistic collaborations that address gender issues in a cross-cutting manner and promote a better understanding of the problems, concepts, and themes surrounding culture and sustainability will be highly valued. They should also involve broad

networks, including authorities, universities, research centers, and the artistic community.

Thematic areas / supported sectors:

Circular Culture focuses on cultural festivals within the following sectors and subsectors of culture:

- Visual arts
- Film
- Dance
- Architecture
- Design
- Fashion
- Literature
- Music
- Theatre

Funds:

The British Council provides a total fund of £300,000 (GBP), which will be distributed by country as follows:

Country	Minimum amount (£)	Maximum amount (£)
Argentina	1.000	6.000
Brazil	10.000	20.000
Colombia	5.000	15.000
Cuba	3.600	3.600
México	10.000	20.000
Perú	3.000	15.000
Trinidad y Tobago	1.000	5.000
Venezuela	3.600	3.600

All amounts are expressed in GBP and the exchange rate will be considered per country according to the day.

Conditions of participation

- Participation in this open call selection process is free of charge.
- Only individuals who can issue tax receipts and whose main activity is related to the cultural area of the main product presented in the proposal may participate in this call.
- Compliance with the conditions and requirements of the applicants will be verified when the selected candidates and the procedures for receiving financial support are announced, upon submission of the documents that will be requested by the British Council at the appropriate time.
- Registration implies the applicant's irrevocable and irreversible adherence to all the rules of this open call.
- Participation in this open call selection process implies the personal and non-transferable responsibility of the applicants and/or their legal representatives for the accuracy of the information provided.

Registration

- Applications will be open from 08:00 Mexico time (GMT-6) on July 12th, 2023, until 23:59 Mexico time (GMT-6) on August 20th, 2023.
- Registrations can only be done through the website <https://americas.britishcouncil.org/programmes/cultura-circular-2023> by completing the registration form.
- Evaluations will be based on the data, proposal, and information provided in the registration form.
- The information provided in the registration will be used for sending important communications and other necessary information by the organizing committee. During the evaluation stage, the British Council may request additional clarification from the applicant through the email address or phone number provided in the registration form. The absence of this information or the inability to communicate with the organizers will be the sole responsibility of the applicant.
- The applicant must be solely responsible for the authorship of the submitted project and will be held accountable, even before the courts, in case of any questions or disputes regarding the project and the information provided to the British Council. Authorship of the project refers to the ownership of the rights related to it, including obtaining authorizations and rights assignments from third parties, if applicable.
- The ownership of the copyright must necessarily allow for its assignment, exclusive or non-exclusive, to third parties without any limitation on its use, as evaluated by the applicants.
- The British Council disclaims any responsibility in case of technical, electrical, electronic, access, or unforeseen problems that temporarily or permanently hinder the registration process for this open call.

- The completion of the registration is a procedure that guarantees fair participation of applicants who meet the requirements of this open call, and there is no additional correct, suitable, or exact model that has been developed.
- The results of the selection process will be announced in August 30th, 2023 by the British Council on the website <https://americas.britishcouncil.org/programmes/cultura-circular-2023> and through the various social media platforms of the countries in the region. Additionally, the results will be communicated via email to the applicants.

Selection process

The project selection will be carried out by a selection committee composed of professionals from the British Council and external experts.

In order to conduct the selection phase, the committee will consider the following criteria:

- Quality of the proposal aligned with the collaboration with the United Kingdom and the guidelines of this open call: (1) sustainable operations and (2) international exchange (40%)
- Feasibility of the proposal and compatibility with budget and execution time (20%)
- Previous experience with festivals and/or cultural activities (25%)
- Impact on audiences (15%)

The final decision of the Selection Committee is final and cannot be appealed.

Conditions for receiving the funds

- The payment of the funds will be in accordance with the current regulations and legislation of each country. Each country office of the British Council will contact the winners to establish the relevant guidelines.
- The selected applicant who does not submit all the requested documentation within the stipulated timeframe will forfeit the right to the financial contribution.
- The British Council is guaranteed the right to cancel or halt funding processes related to projects that are involved in legal disputes regarding their authorship and/or control by the applicant legal entities.
- The selected applicants must be open to answering Due Diligence questions from the British Council, who reserves the right to disqualify, cancel, or halt the funding processes for those that pose potential compliance, ethical, and governance risks for the British Council.
- The financial contribution will be granted through the execution of a contract to be signed between the applicant and the British Council.
- If any discrepancies are found in the information provided by the selected bidder, the payment will be suspended until such discrepancy is rectified.

- The selected applicant agrees not to make changes to the format, location, duration, frequency, schedule, and technical specifications without prior formal consent from the British Council.
- The value of the contribution includes all direct and indirect costs of the selected project, its collaboration proposal with the United Kingdom, administration, contingencies, tax burdens, social charges, and social security, without limitation, and the British Council will not owe any other amount under any circumstances, regardless of the title.
- Project selection does not guarantee the contribution and does not imply agreement with all the conditions originally presented by the applicant, including financial aspects.
- The selected applicant agrees, if necessary, to obtain any other necessary resources for the implementation of the project.
- In all advertising materials produced by the selected projects, the "British Council" brand rule and "Circular Culture" sub-brand must be included according to the branding guidelines provided by our organization.
- The approval of project advertising materials must be endorsed by the British Council.

Responsibility

The projects must be accountable starting from the submission of the impact report of the activities to be sent to the British Council, which must include the following mandatory items:

- Photographic/videographic documentation
- Activity report with the number of impacted audiences (meetings, visits, workshops, presentations, etc.)
- Report demonstrating the scope and consequences of implementing sustainable cultural practices.

As the sole and exclusive responsible party for the proper execution and submission of the reports, the project must respond to all inquiries and requests made by the audit conducted by the British Council.

Data Protection Policy

The personal data shared in this form will be used by the British Council exclusively for your participation in the Circular Culture 2023-24 program. Your rights: under the UK Data Protection Act incorporating the EU GDPR of 2018, you have the right to request a copy of the information we hold about you and the right to request that we correct any inaccurate information. We will retain your information for a period of 7 years from the time of collection. For more details, please contact your British Council contact or the data protection team at IGDisclosures@britishcouncil.org.

If you would like further information on this, please contact us at our office or visit our website: <http://www.britishcouncil.org/privacy-cookies/data-protection>.

Alternatively, you may request information from the local British Council office or the Data Protection Team.

General Conditions

The selected applicants assume full and exclusive direct or regressive responsibility, solely and exclusively, for hiring all necessary services and labor for the execution of the project, regardless of whether they are direct executors or not. It is their sole responsibility to pay for such services and labor, as well as the payment of labor, tax, and social charges due as a result of the project's execution, as well as all claims from third parties who feel aggrieved by their participation in this selection process.

The following will be disqualified and excluded from the selection process:

- Applicants who do not meet the registration requirements.
- Bidders who commit any type of fraud.
- By providing the requested information, the candidate festival commits to providing all the requested personal data, allowing the British Council, or third parties appointed by it, to store and process the personal data for the purposes assigned to this Call, subject to the provisions of the General Data Protection Law (LGPD) and the British Council's privacy policy.

Any doubts, divergences, or situations not covered in these regulations will be assessed and resolved by the British Council, whose decision is sovereign and final.

The British Council reserves the right, at its sole discretion, to modify the terms of this open call, with prior notification to the participants in the selection process through notices on the call's website, always guided by legality and respect for the participants.

Each and every act, contract, or commitment entered into by the applicant with the aim of participating in this selection process or executing the contract is solely and exclusively their responsibility.