

## TERMS AND CONDITIONS

### CALL FOR PROJECT PROPOSALS

#### GREEN LIBRARIES

*Renewing the Future*

#### ARTICLE 1 : PURPOSE OF THE GREEN LIBRARIES CALL FOR PROJECT PROPOSALS

As part of the “Green Libraries” project, being implemented in South Africa to promote local sustainable library initiatives, the Goethe-Institut South Africa and the French Institute in South Africa (IFAS) are organizing a call for project proposals for libraries that wish to explore what "sustainability" might mean to them and how they can develop strategies and tools to promote sustainability in their work and organization and in their contact with and impact on communities.

Applicants are invited to propose sustainable projects that develop strategies and tools to promote sustainability in their work and organization and lead them to rethink their relationship with and impact on communities.

A maximum of 10,000 € is dedicated to this call for project proposals.

#### ARTICLE 2 : CALENDAR

The Green Libraries Call For Project Proposals will be launched on 11 April 2023. Complete applications must be submitted before the 7<sup>th</sup> of May 2023 at 11:59 p.m.

Applicants may ask questions at [corentin.crapart@frenchinstitute.org.za](mailto:corentin.crapart@frenchinstitute.org.za)

The jury will deliberate between the 8 May until the 12 May and the results will be communicated individually to each winner on the 12 May.

#### ARTICLE 3 : CONDITION OF ELIGIBILITY OF THE PROJECT OWNER

The Goethe-Institut South Africa and the French Institute of South Africa will support projects by libraries, no matter if it's public, private, for school etc.

To be eligible, libraries must have their headquarters in South Africa.

## **ARTICLE 4 : AREA CONCERNED**

This includes all libraries based in South Africa, regardless of their location in South Africa.

## **ARTICLE 5 : APPLICATION PROCEDURE**

The application process consists of each participant completing the application form available on the IFAS or Goethe-Institut South Africa site.

## **ARTICLE 6: AMOUNT OF THE GRANT**

A total of €10,000 is available to fund projects under the "Green Libraries" call for project proposals.

The grant awarded under the call for project proposals can be up to €2,000. Applicants are allowed to apply for other funding for their project.

## **ARTICLE 7: PROJECT ANALYSIS CRITERIA**

Applications are evaluated on the basis of four groups of criteria:

- I. Relevance to local context**
- II. Innovation**
- III. Environmental impact**
- IV. Contribution to the achievement of the Sustainable Development Goals**

The decisions of the jury cannot be disputed.

## **ARTICLE 9 : RESULTS AND AWARDS**

The results of the Call for Project Proposals "Green Libraries" will be communicated individually to each winner and published on Social Media.

## **ARTICLE 10 : TERMS OF PAYMENT**

The grant will be paid out in two installments by the Goethe-Institut, 50% of the grant will be granted after the selected libraries have participated in the Green Library Lab in June 2023 and 50% once the project has been completed on October 12.

Payment is made in ZAR based on the current exchange rate according to the administrative regulations of the Goethe-Institut.

If the project is not completed within 6 months of the first installment, the Goethe-Institut may demand repayment of all or part of the grant awarded.

Supporting documents for the preparation of the contract may be requested from the Goethe-Institut.

## **ARTICLE 12 : OBLIGATIONS OF THE SELECTED LIBRARIES**

After the announcement of the results, each library signs an agreement with the Goethe-Institut in which they commit to:

- attend the Green Library Lab from 12 to 14 June 2023 in Johannesburg.
- Make a final presentation (online) of their project on 12 October 2023.
- Use the logos of IFAS, the Goethe-Institut and the Green Libraries project on all communication materials related to the awarded project.

The winner will inform the Goethe-Institut if any co-financing is obtained or, if not, of any necessary budget adjustments. If these adjustments jeopardize the project, if the financial aid is used for a purpose other than that for which it was granted, or if the obligations set out above are not met, the entire amount of the grant must return to the Goethe-Institut.

Recipients may be asked by the Goethe-Institut and the French Institute of South Africa to present their project at events. The intellectual property of the project, as well as its presentation in various formats, will belong to each team. Team members will be credited as creators. The organizers may freely reproduce the results of this call for proposals for communication and dissemination purposes, systematically giving credit to the creators.

## **ARTICLE 13 : HELP WITH THE CONSTITUTION OF THE FILES**

The Goethe-Institut South Africa and the French Institute of South Africa will offer an online information and advice session.

The schedule and the link to benefit from this support will be communicated on social media and websites.

## **ARTICLE 14: DATA PROTECTION**

The coordinating organizations will process the personal data of each participant, in accordance with the provisions of the law. Each participant has the right to access, rectify and object to personal data concerning him/her by contacting the coordinating organizations.

The coordinating organizations or the partners/allies are authorized to publish the names of the selected libraries and the names and descriptions of their projects for information purposes in any medium, unless the persons involved object to this later.

By participating in Green Libraries and accepting these rules, each participant authorizes the coordinating organizers to disseminate and reproduce his/her image and, if applicable, their voice, recorded during their participation in the event for internal and/or external communication purposes, with the exception of any publicity.

## **ARTICLE 15 : ACCEPTANCE OF THE RULES**

Participation in the "Green Libraries" Call for Project Proposals implies full and unreserved acceptance of all the articles in these rules.