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Northern Dimension Partnership on Culture (NDPC) Call for external expertise to support CCI4Change project activities in Jūrmala, Latvia

Request for expertise proposals

Introduction

The Northern Dimension Partnership on Culture (NDPC) has been granted Interreg Baltic Sea Region project funding to support the creation of new energy consumption reduction solutions through the engagement of arts, culture, and creative field professionals, as well as citizen engagement. The ongoing CCI4Change project will pilot creative solutions in three locations, and one of them is the municipality of Jūrmala, Latvia.

With this call, the project lead partner NDPC is seeking an external expert to support the forthcoming piloting in Jūrmala. Firstly, the expert's task is to assist NDPC with the training activities provided within the project framework for arts, culture, and creative field actors. The aim of these trainings is to encourage the culture and creative field to contribute their approach to the open call for pilots in Jūrmala (to be published later this spring) and to ensure the best possible quality of pilot proposals for consideration in the implementation phase. Secondly, the expert supports the chosen pilot actor in collaboration with Jūrmala municipality, a key stakeholder and project partner, ensuring smooth collaboration for all parties.

For more info about CCI4Change project: [here](#).

Terms of reference

Within the CCI4Change project, NDPC, in collaboration with the key stakeholder and project partner, Jūrmala municipality, is enabling a practical pilot aimed at initiating a process for behavioural change in energy consumption. The pilot actor is a professional or team of professionals from the fields of arts, culture, and the creative sector, possessing the ability to engage citizens in co-creating new solutions for behavioural change to reduce energy consumption. This call for arts, culture, and creative professionals to propose a pilot activity in Jūrmala, specifically in Kauguri, will be released later in spring 2024.

However, this present expert proposal is closely connected to the a beforementioned forthcoming call for pilot activities. Now we aim to engage experienced professionals from the fields of arts, culture and

creative fields who can support the pilot process with guidance and practical inputs. The NDPC acknowledges the need for external expertise to support the successful implementation of the pilot and expect advantages such as:

- A) Stakeholder engagement: External expert excel in engaging diverse stakeholders from the arts, culture and creative fields fostering dialogue and awareness of the pilot and possibilities it entails;
- B) Specialized knowledge: External expert possess in-depth knowledge of arts, culture and creative practices, and innovative approaches in Jūrmala and Riga area more wide;
- C) Strategic guidance: External expert to provide strategic guidance on professional creative practices and how they can be brought into cross-sectorial collaborations with stakeholders such as public authorities, companies, communities and more.

Expert tasks

The expert anticipated to respond to this call is supporting NDPC in two ways. Firstly, we want to ensure that we can raise interest of the arts, culture and creative field actors and get many good and well thought out pilot proposals later in spring. To ensure this, there will be a set of training activities to support the interest and ability of the practitioners to respond to the call. Secondly, the expert needs to consult with NDPC and Jūrmala municipality in formulating the pilot open call for creative actors and securing the essential outreach. Thirdly, the expert should have the capacity to serve as an intermediary and a supportive force, ensuring a smooth start for the best possible collaboration between the two parties working on a joint mission—Jūrmala municipality and the creative actor chosen for the pilot activity.

1. Capacity building trainings

In collaboration with the NDPC the expert works with the capacity building workshops to be held onsite in Jūrmala and online during the spring of 2024. We expect to have approximately 3 online session and 3 onsite workshops. Many of the contents are already planned for and NDPC is using also other outsourced expertise to provide content to the trainings, but this expert call includes facilitative activities and leadership of the workshops. The expert's own ability to provide capacity building content is foreseen as an advantage. The target audience for the training includes professionals in the arts, culture, and creative fields, with a potential interest in developing a practical citizen engagement process through arts and culture actions. The training activities are designed to support the objective of receiving many responses to the pilot call with high quality. The training activities will include three onsite workshops and three online workshops. NDPC oversees the production of the workshops, but expert assistance is needed to secure communications outreach of the trainings and forthcoming pilot opportunity to the essential target groups.

2. Intermediary support

The external expert input is needed to support the development of the pilot call in collaboration with Jūrmala municipality and NDPC. Also, the expert input is needed to facilitate the start of the collaboration when the pilot actor is chosen through the open call proposals and the piloting pre-production is set off.

Scope of needed expertise

This open call aims to engage experienced professionals who can provide firm strategic guidance and take responsibility for input to the abovementioned processes. The development is done in close collaboration and support from the NDPC, serving as the link between the expert and the CCI4Change project. The intermediary work requires a comprehensive understanding of the cultural landscape, local creative networks and also governance structures related to the cultural field.

Criteria

The expert for the work will be selected according to their profile, the quality of the proposal and the financial offer made. In the selection process these qualities are emphasized:

1. Expertise related to work in the geographical areas of Jūrmala and Riga surroundings in more wide;
2. Description of relevant networks and existing connections that are useful in the success of the work (arts, culture and creative actors in Jūrmala and Riga surroundings in wide);
3. Work experience and relevant references with similar tasks of working as an intermediary, producer, facilitator in the cultural and creative sector etc;
4. Possible former experience with similar cultural and creative activities, that work in the intersection of public operators such as cities and municipalities, arts and culture professionals as well as communities and citizen engagement;
5. Fluency in Latvian;
6. Proposed budget; details of full cost and the breakdown of separate tasks.

Timeframe

3/2024	Outlining the collaboration, expectations and timeframe, planning of training program elements, responsibilities of the expert and NDPC;
3/2024	Further development of training program content and securing outreach
4/2024	Trainings in action (online & onsite), development of the pilot call
5/2024	Trainings in action (online & onsite), pilot open call public

6/2024 Support to the establishment of the collaboration between Jūrmala municipality and the chosen pilot producer

Proposal submission

In your proposal, please clarify the estimated time investments for the different tasks a) workshop facilitations b) other expert tasks. We encourage to estimate a total expenditure of approximately 20 workdays. If applicable, please add VAT and other taxes.

Applicants shall be legal persons of registered as performers of economic activity (saimnieciskās darbības veicēji) in Latvia.

We will take in consideration all proposals that arrive by 23/2/2024, at the latest to e-mail krista@ndpculture.org.

About the NDPC

The Northern Dimension Partnership on Culture (NDPC) is a governmental partnership of 10 countries covering Nordic countries and countries around the Baltic Sea. The NDPC is a focal point for policymakers and authorities, practitioners from cultural and creative sector (CCS) and experts. It works towards a stronger and more resilient CCS that contributes significantly to the sustainable development of the Northern Dimension region (Finland, Sweden, Denmark, Norway, Iceland, Germany, Poland, Latvia, Lithuania and Estonia). The Secretariat is based in Riga, Latvia. More info: www.ndpculture.org.

CCI4change project funding

The total budget of the CCI4change project is 470,000 euros, of which 80 percent, or 380 000 euros, come from the Interreg Baltic Sea Region programme and the remaining 20 percent from the project partners.