

OPEN CALL

FOR

EXPERTS

2025

INTERESTED IN JOINING A JURY PANEL?

APPLICATION
PERIOD
28 MAY
11 JUNE

3 JURY MEMBERS
4.000 EUR
PER MEMBER

IN SEARCH OF:

- + ARTISTS
- + ART CURATORS
- + CULTURAL PRODUCERS
- + ART CRITICS
- + SPECIALISTS

IN FOOD SYSTEMS,
URBAN SUSTAINABILITY,
OR COMMUNITY ARTS

+ INFO
feedyourfuture
@redeDLBClisboa
.pt



Co-funded by
the European Union



PROMOTED BY
Comune di
Milano



PROJECT
FEED YOUR FUTURE
CREA 2021-2027
PUSH BOUNDARIES

Open Call for Experts – Jury Panel

OPEN CALL FOR THE APPOINTMENT OF EXTERNAL JURY MEMBERS TO FORM A “SUB-GRANTING COMMITTEE” RESPONSIBLE FOR EVALUATING PROPOSALS FOR PUBLIC ART PERFORMANCES LED BY YOUTH AND CIVIL SOCIETY ORGANISATIONS. THIS CALL IS PART OF THE PROJECT “FEED YOUR FUTURE – ENGAGING YOUTH FOR CREATIVE CLIMATE ACTION”, CO-FUNDED BY THE EUROPEAN UNION.

3 JURY * 4.000 EUR PER MEMBER

FRAMEWORK

1. **Lisbon Community Led Local Development Network (Rede DLBC Lisboa)** is an association based in Portugal with 200+ members, including local and national organisations, namely associations, cooperatives, foundations, universities, boroughs, and city councils. Through partnerships between public, private, and civil society entities, Rede DLBC Lisboa develops effective models of co-governance and bottom-up approaches that favor projects and actions to promote social inclusion, employment opportunities, cultural experiences, environment awareness, health and education support.
2. Rede DLBC Lisboa has obtained funding from the European Commission as part of DG EACEA - CREA / Creative Europe Call, for the implementation of the **“Feed Your Future - Engaging youth for creative climate action”** (Feed Your Future) lasting four years (2024-2027). The project is coordinated by the Municipality of Milan, with a consortium of 8 partners based in different countries.
3. Feed Your Future started on 23 of January of 2025 with the Cooperation Agreement n°. 101174243-CREA-CULT-2024-COOP-2 signed by the Municipality of Milan and Rede DLBC Lisboa. The **project aims to promote public art as a tool to raise awareness on climate change and food sustainability, contributing to public policies and debates.**
4. As part of the “Feed Your Future” project, Rede DLBC Lisboa launched the Open Call “Urban Bites: Artistic Performances for Climate Action”, a sub-granting scheme that offers the opportunity to submit proposals for **Public Art Performances aimed at raising awareness of climate change and food sustainability**. This call has two editions and it will be opened at the European level, and the actions should be implemented in one of the six target cities: **Milan, Almere, Barcelona, Braşov, Lisbon Metropolitan Area, and Thessaloniki.**
5. For more information about the **Open Call “Urban Bites”**, please consult the **[Application Guidelines](#)**.

OBJECTIVE

1. This call aims to **appoint external jury members to analyse and evaluate the proposals submitted to the “Urban Bites” open call, launched by Rede DLBC Lisboa**, under the CREA programme “Feed Your Future – Engaging Youth for Creative Climate Action”. The jury will be part of the “Sub-Granting Committee” composed of five members.
2. Applicants should be professionals with relevant expertise, namely: **artists, art curators, cultural producers, art critics, experts in socially engaged art, or specialists in food systems, urban sustainability, or community arts**. Experience working with youth and/or with co-creation processes will be considered.

ROLE AND TASKS OF JURY MEMBERS

1. The three selected jury members will be part of a “**Sub-Granting Committee**” composed of five people, which will also include a representative from Rede DLBC Lisboa and a representative from the Municipality of Milan.
2. **The role of the jury members includes the following tasks:**
 - a. Familiarise themselves with the evaluation tools provided by Rede DLBC Lisboa;
 - b. Participate in a preparatory meeting for the evaluation process;
 - c. Carry out the evaluation of applications and submit individual assessments within the deadlines established;
 - d. Participate in joint meetings of the “Sub-Granting Committee”;
 - e. Submit the final evaluation report of “Sub-Granting Committee” (covering both editions of the open call “Urban Bites”).
 - f. Take part in meetings and contribute to the assessment and review process.
3. Jury members are expected to remain flexible and available for additional meetings or adjustments that may arise outside the planned timeline. All meetings will be scheduled in advance by Rede DLBC Lisboa.
4. **The evaluation process will be conducted remotely and in English.**

CALL FOR APPLICATIONS

1. The launch of the call will be announced on the websites of Rede DLBC Lisboa (redeDLBClisboa.pt) and the "Feed Your Future" project.
2. All applications are to be submitted by **23:59 PM (WEST) on June 11th, 2025**, via email to feedyourfuture@rededlbcclisboa.pt, with the subject line: "Urban Bites – Jury Application - (First and Last Name)".
3. Applicants are advised to keep a copy of their proposal until they receive a confirmation email of the submission.
4. Applications must include the following documents:
 - a. **Curriculum Vitae (CV)** - A concise and up-to-date CV (maximum 5 pages) highlighting relevant academic background, professional experience, and any specific expertise in the fields of arts, culture, sustainability, community engagement, participatory processes, or application evaluations;
 - b. **Motivation Letter** - A motivation letter (maximum 1 page) outlining the applicant's interest in joining the "Sub-Granting Committee" as a jury member. The letter should briefly describe the applicant's relevant experience and motivation to contribute to the Urban Bites initiative.
5. All documents must be submitted in **English** and in **PDF format**. Incomplete applications or documents submitted in other formats or languages will not be considered.
6. Applications submitted through other channels, after the deadline, or by individuals who do not meet the jury profile criteria will not be accepted.

GENERAL PRINCIPLES AND EVALUATION CRITERIA FOR APPLICATIONS

1. Rede DLBC Lisboa aims to **appoint three jury members**. The open call is open at an European level.
2. **Applicants for the jury are not eligible to apply to the Urban Bites Open Call.**
3. Applications for jury members will be reviewed and evaluated by Rede DLBC Lisboa.
4. The selected jury members from this open call will be chosen based on a **merit assessment of the applications that have passed the formal compliance check**.
5. The evaluation will consider the applicant's relevant experience in the fields of arts, culture, sustainability, or community engagement; familiarity with participatory and co-creation practices; experience with application evaluations; availability during the evaluation period; and fluency in English.
6. Jury candidates must have their tax and social security contributions in order and must not hold a criminal record that would prevent them from exercising public or trust-based functions. A **Declaration of Honour** confirming compliance with these conditions will be required at the time of application.
7. Jury members must sign a **Declaration of Absence of Conflict of Interest** confirming their impartiality and the absence of any personal or professional relationships with any of the applicants or participating organisations.
8. The decision of jury selection is final and not subject to appeal.

REMUNERATION AND PAYMENT INSTALLMENTS

1. The maximum amount for the full execution of the tasks mentioned under this application is **€4,000 (four thousand euros) per jury member, including VAT if applicable**, to be completed no later than December 2026.
2. Payment will be made **via bank transfer in two instalments**:
 - a. 50% upon signing of the contract agreement and completion of the evaluation and public announcement of results for the 1st edition of "Urban Bites" (2025);
 - b. 50% upon completion of the evaluation and public announcement of results for the 2nd edition of "Urban Bites" (2026).
3. Invoices will be paid within a maximum of 60 days from the date of receipt, and must include all mandatory fiscal elements, clearly identify the service provided and the name of the project, and be accompanied by any descriptive or supporting documents required for verification.
4. The amounts are fixed and not subject to price revision or any other form of financial adjustment. No advance payments will be made.

SUSPENSION AND REVOCATION

1. Rede DLBC Lisboa will enter into a written agreement with the selected candidates under the “Open Call for Experts – Jury Panel”.
2. Contract may be **suspended** under the following circumstances:
 - a. **Non-compliance with the terms and conditions of the contract**, particularly when significant deviations are not previously communicated and approved by Rede DLBC Lisboa.
 - b. If a behavior, whether by action or omission, occurs in such a severe manner that it **breaks the relationship of trust** underlying the execution of the present funding.
 - c. **Failure to deliver the agreed tasks within the stipulated timeframe.**
3. The decision to suspend the contract will be communicated to the beneficiary organisation via email. A period of no more than 30 days will be granted for the entity to correct the identified issues or submit justifications and proposed corrective actions.
4. Payments may be **revoked** under the following circumstances:
 - a. If the **irregularities** leading to the suspension are not resolved within the stipulated period.
 - b. If an **action or omission occurs that severely undermines the trust necessary for the proper execution of the tasks.**
 - c. If **false declarations or misrepresentations** are identified.
5. Revocation results in the termination of all remaining financial installments previously agreed.
6. In such cases, Rede DLBC Lisboa reserves the right to procure the pending services from an alternative provider, if necessary.
7. The authority to suspend or revoke financial support rests with Rede DLBC Lisboa. In cases where payments have already been made, Rede DLBC Lisboa may take appropriate measures to recover the improperly received amounts.

RESPONSIBILITIES

1. The jury member is expected to **fulfil the following responsibilities**:
 - a. Provide the services in accordance with the conditions defined in this document and other contractual documents;
 - b. Promptly inform Rede DLBC Lisboa of any facts that may render the fulfilment of any of their obligations wholly or partially impossible;
 - c. Provide accurate and reliable information regarding the delivery of the contracted tasks, as well as any clarifications that may be required;
 - d. Ensure full compliance with applicable legal provisions related to the execution of the tasks.

TIMELINE

1. **Open Call for Experts – Jury Panel**
 - ◆ Application Period: 28 May – 11 June
 - ◆ Announcement of Results: 17 June
 - ◆ Preparatory meeting (online) with “Sub-Granting Committee”: 19 June
2. **Analysis and Evaluation – Urban Bites Open Call (1st Edition)**
 - ◆ Evaluation Period: 20 June – 1 July
 - ◆ Online Meeting with “Sub-Granting Committee” for assessment (online): 4 July
 - ◆ Public Announcement of Selected Projects: 8 July
3. **Analysis and Evaluation – Urban Bites (2nd Edition)**
 - ◆ Dates to be announced

PERSONAL DATA

1. Rede DLBC Lisboa, as the organisation responsible for this call, commits to processing applicants' personal data in compliance with European Regulation 2016/679 (General Data Protection Regulation - GDPR) and applicable Portuguese law (Law No. 58/2019, of August 8, DRE).
2. Personal data collected, including full name, contact details, and other relevant information, will be used for evaluating applications, verifying the eligibility of applicants, documenting the process, and ensuring compliance with the project's requirements. Data may also be used for communication purposes related to the "Feed Your Future" project and the Rede DLBC Lisboa activities.
3. For monitoring and project promotion, data and collected materials may be shared with the "Feed Your Future" project consortium. Monitoring materials such as images and videos captured during the project may be used by Rede DLBC Lisboa for dissemination through various media and platforms and for promoting the project at European Festivals.
4. Applicants have the right to access, rectify, or update their personal data. Although they may request data deletion, Rede DLBC Lisboa may need to retain certain information to comply with legal obligations and the "Feed Your Future" project requirements. Personal data can be removed from mailing lists used for future communications. Personal data will only be kept for as long as necessary to fulfill the purposes for which they were collected, including legal obligations and project monitoring requirements.
5. For any questions or to exercise their data protection rights, applicants may contact Rede DLBC Lisboa at feedyourfuture@rededlbclisboa.pt.

May 2025

REDE DLBC LISBOA

Centro de Recursos DLBC Lisboa, Carnide
Rua do Rio Cávado 3, Bairro Padre Cruz, Carnide
1600-700 Lisboa

FOR MORE INFORMATION AND CONTACT

feedyourfuture@rededlbclisboa.pt