

CALL FOR PROPOSALS

EJN Green Pilot Tours #5

Application Guidelines

INTRODUCTION

This is a call for proposals by EJN members who want to organise a **Green Pilot Tour** in accordance with the **objectives** and **criteria** outlined below. A Green Pilot Tour is a **tour of ONE single artistic project/band** between at least **FOUR different venues or festivals** and involving at least **TWO EJN members** from **TWO different countries**. It must focus on **innovative touring models** based on the principles of sustainable touring and fair and balanced practices in the music sector.

The Green Pilot Tours is a project by Europe Jazz Network (EJN). This one is the **fifth call**, and so far **24 tours have been granted, with a total contribution of approximately €138.000,00**.

The financial support provided by EJN must be considered as an **additional contribution** to member's activities and is designed to:

- a) put in place **sustainability actions** and,
- b) stimulate **collaboration** between EJN members.

OBJECTIVES

The general objective of the Green Pilot Tours Call is to give **financial support to the EJN members** to help them implement measures to organise a tour based on the principles of sustainability, fair remuneration, inclusion and gender balance.

The specific objectives are:

- Envisage and implement more **sustainable ways of touring**;
- Increase **collaboration** and exchanges between the EJN members;
- Foster **trans-national mobility** of artists;
- Encourage a more **diverse and gender-balanced programming**;
- Develop **communication and dissemination strategies** to promote environmental sustainability in the music sector.

TIMETABLE AND DEADLINES

The indicative schedule of the different phases of the selection procedure for this Call is as follows:

Call opening:	30 January 2025
Deadline for submission:	30 April 2025
Information on results:	12 May 2025
Signature of the letter of commitment:	by 30 May 2025
Eligibility period for the tours:	From 01 June 2025 to 30 December 2026

AVAILABLE BUDGET

The overall available budget for this call is **€ 25.000,00**. The **maximum contribution** which can be granted to **each Green Pilot Tour**, according to the table below, is **€ 6.000,00 (VAT & taxes included)**:

	4 concerts	5 concerts	6 concerts	7 concerts	8 concerts	...	12 concerts
Solo	€ 2.000,00	€ 2.500,00	€ 3.000,00	€ 3.500,00	€ 4.000,00	...	€ 6.000,00
Duo	€ 3.000,00	€ 3.750,00	€ 4.500,00	€ 5.250,00	€ 6.000,00	...	€ 6.000,00
Trio	€ 4.500,00	€ 5.625,00	€ 6.000,00	€ 6.000,00	€ 6.000,00	...	€ 6.000,00
Quartet +	€ 6.000,00	€ 6.000,00	€ 6.000,00	€ 6.000,00	€ 6.000,00	...	€ 6.000,00

ELIGIBILITY

In order to **be eligible**, applications for a Green Pilot Tour must be presented by a **single active* EJN member (the application leader) meeting the following criteria**:

- Each application must involve at least **two active* EJN members** from **two different countries** (one as leader, and one or more as partners);
- **Only one application can be awarded** for **each leader organisation** for this call, and a leader can be a **partner in maximum one additional application**;
- If an organisation is **only a partner, and no leader, it can be involved in different applications in this call** (please see below a more detailed definition of the roles of leaders and partners);
- Each application must include a **minimum of four concerts/cities/areas**;
- **Only two flights** (if unavoidable) **are allowed per each tour proposal**. Flights are considered unavoidable when a possible train travel takes more than 6 hours.

IMPORTANT: in exceptional circumstances, such as for countries that are not

densely populated and therefore performing spaces are at big distances between one another, a **third flight could be allowed for the purpose of the Green Pilot Tour**. If this is the case, please **indicate it and clearly describe the reason for it** in the specific section of the **application form**. This will be assessed with the rest of the application, and approved or rejected according to the reasons provided;

- A Green Pilot Tour must involve **international touring**. The band leader and majority of band members **cannot play in their own residing country**;
- The **band leader and majority of band members** must be **residing** in countries where **EJN members are located**;
- All the **dates** of the Green Pilot Tour **must be consequential** (i.e. the tour must happen in “one leg”). However, days off for travelling and resting are possible, and the applicants are encouraged to organise additional activities with the artists in those dates;
- All artists and professionals involved in the Green Pilot Tour **must receive a fair pay for their services**, in accordance with the standards of the respective country;
- The **same artistic project** (or band) can **only be awarded one time** during this Green Pilot Tour call.

WHO CAN BE A LEADER IN A GREEN PILOT TOUR

- The **leader** of a Green Pilot Tour can **either be a “sending organisation”** (= an organisation that supports one band from their own country in an international tour) or **one of the concert hosts of the Green Pilot Tour**.
- The **leader** of a Green Pilot Tour is **responsible for the management of the EJN financial contribution**, including its distribution to the partners, and for a **clear and detailed communication with the partners** about the financial dimension of the tour.

WHO CAN BE A PARTNER IN A GREEN PILOT TOUR

- A partner of a Green Pilot Tour can **ONLY be one of the concert hosts OR a local network hosting the tour**;
- There is a specific section in the application form where the **EJN members that are partners** in the application **must be clearly outlined**.

FINANCIAL CONTRIBUTION

The total amount allocated to the project, according to the above mentioned table (see Available Budget), will be paid by EJM as a lump sum to the leader of the project at the end of the tour and after the submission of the final report, against invoice addressed to:

EJM Europe Jazz Network
9, rue Gabrielle Josserand
93500 Pantin, France

AWARD CRITERIA

Eligible applications will be assessed based on a 100-point score on the basis of the following criteria and relevance. **IMPORTANT: only applications that will score more than 50 overall points in the evaluation will be awarded through this call.**

A	Sustainable actions: travels between the concerts, measures put in place from the venue and/or the festival according to the EJM Green Rider and any other sustainable action to be listed in the application form:	50 points
B	Gender balance of the artists: projects that involve women (or non-cisgender) artists as leaders and band members:	20 points
C	Communication plan and impact: tours that envisage a clear communication plan and that put in place innovative ways to communicate the principles and actions for sustainable touring:	15 points
D	Additional activities: including workshops, conservatory lessons, conferences, community work, residencies, artist's talks, additional special projects to be organised within the tour:	10 points
E	Rationale and motivation for the Green Pilot Tour and innovative elements of the proposal:	5 points

The scores will be assigned automatically according to the applicant's answer to the application form's questions, except for the **Communication plan** (C) and the **Rationale** (E) which will be assigned by the EJM staff based on the provided answers.

The **geographical balance** of the applicants shall be taken into account, including North, South, East, West and Central Europe, so **priority** will be given to projects **which meet all the criteria** of this call and which **involve concerts in different regions and countries** according to a **fair geographical balance**. Additionally, priority will be also given to

applicants who have **not participated before or have participated less frequently** in the Green Pilot Tours.

REPORTING & VISIBILITY

At the end of the tour the applicant is requested to submit a short **final report** through an **online form**, after a maximum of 30 days from the end of the tour. In the report the leader will need to attach photos/posters/videos/banners or any material produced for the Green Pilot Tour.

During the implementation of the Green Pilot Tour the **applicant and each concert venue/festival** is requested to **use the Green Pilot Tour and the EJN logo in all the communication materials** and to **publish posts on social media and/or websites** using the common hashtag #EJNGreenTour and tagging @europejazznet and @creative.eu (instagram, facebook).

PROCESSING OF PERSONAL DATA

The reply to any call for proposals involves the recording and processing of personal data (such as name, email and organisation). Such data will be processed pursuant to Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data. Unless indicated otherwise, the questions and any personal data requested that are required to assess the application in accordance with the call for proposal will be processed solely for that purpose by EJN.

HOW TO SUBMIT AN APPLICATION

Applications must be submitted by the **leader organisation** by **maximum Wednesday 30 April 2025** by completing the **online application form at the following link:**

<https://form.jotform.com/EuropeJazz/ejn-green-pilot-tours-5>

Once the proposal is submitted, the applicant will receive a confirmation email. If you don't receive this confirmation email, please contact the EJN staff at office@europejazz.net

Queries about applications can be sent by email to the EJN staff at office@europejazz.net *before* the call deadline (30 April 2025).

All applicants will be informed of the **results** of the **assessment process** by email on **12 May 2025 (indicative date)**. The results will also be published on the communication channels of EJN.

APPLICATION STRUCTURE

The online application form is organised in five different sections:

1	Details of the person submitting the application: name, email, EJN member who is the leader of the Green Pilot Tour, EJN members partners in the application
2	Details of the artistic project: name and full line-up of the band, motivation for the tour, partnership established
3	Green Pilot Tour details: information about each single concert of the tour, including sustainability actions put in place for the tour and at each venue/festival
4	Communication plan: web/social media actions and other communication actions to promote the idea of the green pilot tours
5	Additional activities (such as workshops, talks, community actions), organised as part of the Green Pilot Tour

Here you can download a **pdf file with a dummy version** of the **full application form** (for the purpose of preparing your data to insert in the online form):

<https://drive.google.com/file/d/1HNDCoaxfMUj-zmbmxhfzmlgFMazwtX8/view?usp=sharing>

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** EJN Bylaw: Article 5.1- active Members are members that, after admittance, pay the annual membership subscription*