

STEP beyond Frequently asked questions

1 Which countries do STEP beyond support travel from and to?

STEP beyond supports travelling within Europe including travels from/to and within the countries of the south Caucasus (Armenia, Azerbaijan and Georgia). Please read our guidelines for more detailed information about travelling within Europe. We do not support travels from/to the North America, South America, Africa and Asia.

2 We are a group of people that would like to travel for the same project. Do we all need to send in an application individually?

No, you should send in one application form for the entire group. You can simply copy-paste the section on personal details for each person and attach a CV/biography for each participant.

3 We are a group of people travelling within the same project, can we all get funding from the ECF?

STEP beyond is a limited fund with a restricted budget. We can therefore only support a select number of people travelling within the same project. We therefore strongly advise groups to make an internal selection before applying to the STEP beyond mobility fund.

4 I am planning on applying for a grant from STEP beyond, but do not know if my project fits the ECF guidelines and criteria.

Please read our guidelines available on our website www.eurocult.org under Support>>Programmes>>Mobility. There it is very clearly indicated in much detail which applications are eligible for the ECF travel grant

5 How do I apply for a grant from STEP beyond?

First create your own profile on www.rhiz.eu. Then you need to fill out the application form that you can download on our website www.eurocult.org. Please fill out the application form in as much detail as possible. Along with the application form you will need to send in a detailed and updated CV. You also need to send in a letter of invitation. If the application is not complete you will be asked to supply us with the necessary missing information. Please note that this might delay our final decision on your application request.

6 Do I have to create my profile on www.rhiz.eu? What is this website?

Yes, all applicants to the STEP beyond Mobility fund are required to create their profiles on Rhiz.eu in order for their applications to be taken into consideration (in case of a group application each member of the group has to create a profile).

Later on, those individuals who are awarded with a STEP fund are also required to share their travel impressions online in order for their payment request to be processed.

Rhiz.eu is a fun meeting place where you can make contacts with other arts and culture professionals in and around Europe, and possibly find partners for your future projects. It's a way to know what like-minded people are doing – exchange information, share innovations, get involved. Rhiz.eu also collects your cultural travel stories, videos and photos. A variety of individual impressions about cities across Europe and their cultural life are being shared on the website. You are also very welcome to present your non-STEP beyond related projects and travel stories there too, as well as your organisation(s)!

If you have any questions or need any help, ask us at sofia@eurocult.org.

7 Is there a deadline for sending in an application?

No there is no deadline. We need your application AT LEAST 8 weeks before your intended date of departure indicated on your application form.

8 I will not be able to send in the application 8 weeks before departure, can I still apply for a grant from STEP beyond?

In general you could, however there are no guaranties that your project will be supported. Moreover, the ECF will not be able to guarantee you with a decision on your application on time. The ECF also has the right to refuse an incoming late application if the application is more than 2 weeks late (less than 6 weeks before the intended date of travel).

9 Due to different reasons, I will have to change travel dates. Is this acceptable and will I still get funded?

Before we can accept the new changes we will ask you to send us a detailed explanation and a new day-to-day program as soon possible so that we are informed about the new situation. If the ECF thinks the change in dates is legitimate and does not impact the original project described in your application form you will receive from us by email a notification of our agreement to your changed travel dates. In general it is all right to change travel dates as long as the new dates do not impact neither on the results or goals of the original project described in your application form. This is especially important since you were awarded on the conditions written in the application you sent us.

10 I have already received an award this year, can I apply again?

The same individual may receive an award only ONCE per year and a maximum of two STEP travel grants in total.

11 I have sent in my request for payment, when will the amount be transferred?

If your request for payment is complete then you will receive a confirmation email from the ECF notifying you that your payment request is completed. The transfer procedure will immediately be started with our bank. In principal it can take up to

a few weeks to have the requested amount transferred to your account. The time can vary, depending on the country of residence as well as the nature of agreements between our two banks.