Creative Bureaucracy Festival 2023
Call for Projects & Project Ideas

Submission Form Question Guide

Use this question guide to collect the information you need for your proposal to our Call for Participation. Once you have everything, make the submission via the following form:

Submit your proposal

Deadline: **16 December 2022**

Part One: Submitter's Details

- What is your **first name**?*

- And your **last name**?*

- What is your **email address**?*

- What **organisation** do you work for/with?*

- What is your **role in this organisation** and how are you involved in the project?*

- What **gender** do you most identify with?*

- Which **country** are you based in?*

- Do you identify as **BIPOC** (Black, Indigenous, and People of Colour)?* → *We ask this as part of our efforts to improve our DEI (diversity, equity & inclusion) commitment. We want to ensure our platform is making an active contribution to shifting power to underrepresented communities.*

- Have you, your organisation or this project **been involved in the Creative Bureaucracy Festival in the past**?*

Part Two: Details on the Project or Project Idea

- What is the **name of the project** you are submitting?*

- Does this project **already exist** or is it a **future project idea**?*

- Give us an idea of the **project timeframe.** When did the project start? / What stage is it at now? / When is it projected to start?

- Tell us about **the project / project idea in 100 words**!*

- In **which country** is this project based?*

- If different from the above, how would you describe **the project's geography of impact**?

* = required question

- Which of these **topic areas** reflects the focus of the project / project idea?* Pick the 1-2 you find most suitable. Read more about our 10 topic areas [here on our website](#)!
  - Climate & Sustainability
  - Collaboration & Communication
  - Education & Employment
  - Equality & Equity
  - Finance & Resourcing
  - Health & Wellbeing
  - Organisational Culture & Governance
  - Participation & Engagement
  - Public Infrastructures & Space
  - Technology & Data

- Tell us more about your project using our '**ISSUE, IDEA, IMPACT**' structure.* → If you need inspiration, you can find our [evaluation criteria on our website](#).
  - a) **ISSUE**: What was the initial trigger for the project? Which issue are you addressing?
  - b) **IDEA:** What is the creative idea? How does it illustrate Creative Bureaucracy in action?
  - c) **IMPACT:** What impact has been achieved so far and/or do you expect to achieve?

- Is there **anything else you'd like to tell us** about the project? *e.g. additional text descriptions, reference links, website, etc.*

- Do you want to **upload any further supporting materials**? *e.g. a PDF file, a project video, an image, etc.*

Part Three: Acknowledgement of Next Steps if Selected

If successfully selected by our Festival Jury in early 2023, please **confirm that you are aware of the following next steps**:*

- I confirm that if my submission is selected I will self-produce a 5-/10-min video for inclusion in the Creative Bureaucracy Festival Digital Kick-Off Day on 23 March 2023

- I confirm that if chosen as one of the winners of the Digital Kick-Off Day community vote, I plan to attend the Creative Bureaucracy Festival in Berlin on 15 June 2023 → *NB: the Festival can provide a certain budget to support international travel!*

If you have any questions, get in touch via programme@creativebureaucracy.org!

* = required question