

Rules for the Competition for Student Projects of the Estonian Academy of Music and Theatre

Objective

The objective of the competition for student projects is to support students' entrepreneurship, mutual co-operation and applying professional skills during studies. Implementing personal initiatives with the academy's support is a great start for developing students' career while it also provides much better opportunities for the potential of people connected to the academy to communicate to the public.

General Provisions

1. Competition for student projects of the Estonian Academy of Music and Theatre is held once during a calendar year.
2. 800 EUR will be allocated to the prize fund from the annual budget of the International and Public Relations Division of the Estonian Academy of Music and Theatre. The prize fund of the competition can be raised with the support of special projects, private sponsors or partners.
3. Competition is open for all matriculated students or student teams (those obtaining Bachelor's Degree, Master's Degree, or Doctoral Degree). The project teams may include also students/pupils of other universities and schools.
4. Present competition won't support the initiatives by the Student Council of the Estonian Academy of Music and Theatre.
5. Student project is an event or initiative created by a student or student team of the Estonian Academy of Music and Theatre; the project has to have a clear purpose, an output introduced to the public, a fixed schedule and budget. The leader of the project team has to be enrolled as student of EAMT.
6. In order to participate in the competition, a student/student team has to submit the electronic version of the project plan (name of the project, aim, summary, target group, expected outcomes, responsible person, the team members and potential partners) either in Estonian or in English to projektikonkurss@ema.edu.ee according to the deadline.
7. The submitted preliminary project ideas and teams have to participate in a pre-incubation programme for creative business ideas to be able to participate in the final round of the competition.
8. The developed projects will be evaluated according to the competition criteria.
9. Project plans submitted before announcing the competition or after the deadline won't be considered eligible.

10. Project competition will be announced both on the website of the Estonian Academy of Music and Theatre and in ArtUpCareer.net at least two weeks before the deadline for submitting the projects. The deadline for the final round of the competition will be announced to the selected project teams at least 2 weeks before the deadline.
11. The results of the first round and the results of the final stage of the competition will be announced on the website of EAMT and in ArtUpCareer.net; the winners will be contacted.
12. The final project plan has to include information about the following parts:
 1. Responsible organiser of the project (CV, bank requisites, contact information);
 2. Partners involved in the project, short description;
 3. The title and purpose of the project, reasoning its necessity;
 4. Description of the project or the service/product or a prototype; summary of the development process, plan of action, target group, budget and anticipated results of the project;
2. Among the submitted project plans the best ones will be selected and grants will be determined. Winners of the competition will be allocated grants via bank transfer during 60 working days.
3. Awarded projects have to be implemented during at least one calendar year after the competition winners have been announced.
4. The Competition Committee has the right to reclaim the grant if the awarded project won't be implemented during the prescribed deadline.
5. The students or student teams of the three best projects are offered to work with a mentor recommended either by the Concert and Performance Centre of the Estonian Academy of Music and Theatre. The student or student team submitting the project is responsible for implementation of the project; they also have the right to consult the Concert and Performance Centre, the careers adviser or the mentor for professional advice.
6. The three best projects of the competition will be presented under the aegis of "Estonian Academy of Music and Theatre presents...".
7. Advertising tasks of the awarded projects will be supported by the Concert and Performance Centre of the Estonian Academy of Music and Theatre (including posters, electronic advertising, press releases).

8. The copyrights of the awarded projects belong to the students/student teams submitting the project. The Estonian Academy of Music and Theatre has the right to use the works protected by the copyrights in order to introduce the project, the students related to the project and the academy.

Establishing the Competition Committee and administration of the Committee

1. The Competition Committee is established on the proposal of Vice-Rector for Development.
2. The membership of the Committee can be changed every year.
3. At least five members from different structural units of the Estonian Academy of Music and Theatre (preferably including the representatives from the departments of culture education, Concert and Performance Centre, foreign relations, student council and the board of the Estonian Academy of Music and Theatre) must belong to the Competition Committee.
4. Vice-Rector for Institutional Development summons the Committee for evaluating the submitted projects; the Committee must choose the grantees among the submitted projects during 30 calendar days after the submission deadline.
5. While evaluating the projects the Committee is guided by the evaluation criteria; the final evaluations of the Committee are being documented and recorded in the department of culture education. The Committee is not obliged to justify its decisions or results in any other way.
6. The Committee has the right to make proposals in connection with implementing the awarded projects; the proposals will be delivered to the three best projects of the competition.
7. The Committee has the right to invite the student/student team submitting the project to oral presentation of the project and to ask additional questions.
8. The Committee appoints the mentor to the three best projects submitted; the student/student teams of the awarded project has the right to receive reasoned advice from the mentor.
9. The Committee has the right to keep the grants in case the submitted projects are ineligible and won't fulfil the evaluation criteria.

Evaluation Criteria for the Final Projects

1. The Committee evaluates the submitted projects according to 100-point rating system. The grants will be allocated to the three best projects receiving maximum points.

2. The Grand Prix is given only to the project that includes partners outside the Estonian Academy of Music and Theatre.
3. The 2nd and 3rd Prize is given only to the projects including at least two representatives of various study fields from the Estonian Academy of Music and Theatre.
4. In case three or more project plans will receive the same amount of points, the Committee makes its decision according to the oral presentations of the projects.
5. Projects will be evaluated according to the following criteria:
 1. Innovativeness and creativity of the project: 0-10 points
 2. Sustainability (also economical) of the project: 0-10 points
 3. Interdisciplinary scope of the project: 0-10 points
 4. International dimension of the project: 0-10 points
 5. Project's necessity and significance of its results (according to the strategic objectives of the Estonian Academy of Music and Theatre): 0-10 points
 6. Form of the project plan: 0-10 points
 7. Importance of the project in connection with career development of the participants: 0-10 points
 8. Co-financing of the project: 0-10 points
 9. Project budget and plan of action (feasibility factor, detailedness, accuracy): 0-10 points
 10. Project's involvement factor (target group, public dimension): 0-10 points

Advice to students/student teams implementing the project

1. The student/student teams submitting the awarded project must immediately inform the management authorities of the competition when hindrances in

implementation of the project arise. In case the project won't be implemented during one calendar year, the grant has to be returned to the Estonian Academy of Music and Theatre.

2. The student/student teams implementing the project must cooperate with the Concert and Performance Centre of the Estonian Academy of Music and Theatre, follow the advice proposed by the committee and the recommendations given by the mentor.
3. The project has to be presented on ArtUpCareer.net - the platform to support creative talent and entrepreneurship within the Baltic regions – in cooperation with the platform's contact person from the Estonian Academy of Music and Theatre.
4. The project can be co-financed by other sources; all supporters (including the Estonian Academy of Music and Theatre) must be mentioned on the presentation materials of the project.
5. When implementing the project, the student/student teams of the submitted project is/are fully responsible for the results and intentionally used resources of the project.
6. The student/student teams determine themselves how to use the grant; however, it must be used for implementing the project.
7. The student/student teams implementing the project must provide sufficient and relevant information about the project and its results to the Concert and Performance Centre of the Estonian Academy of Music and Theatre on time in order to inform the public.
8. In case the implementation of the project and its results will be disparate from those presented in the project plan, the authorities representing the competition must be informed and if required the grant must be returned. The authors of the project must give up presenting the project under the aegis of the Estonian Academy of Music and Theatre.

Reporting and Inspection

1. After implementing the awarded project, the electronic report must be submitted during 2 calendar months after closing the activities related to the project.
2. The report must include at least the following parts:
 1. People implementing the project, evaluation to the gained experience;

2. Description of the project, the beginning and ending dates of the project;
3. The project's budget, plan of action, comparison of the final target group and results to the envisioned ones.
4. Project reflected in media