

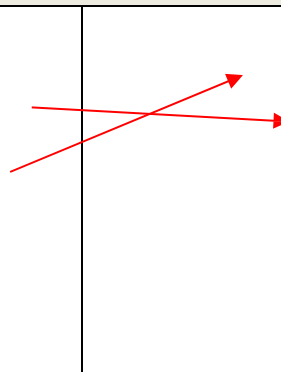
Evaluation of cultural projects

Description
<p>Title: Evaluation of Cultural projects The purpose of the game: to explain the evaluation process of cultural projects The aim of the game: the students have to evaluate “submitted projects” and agree on those, who should be supported, as well as on the financial support amount Problematic Question: How the projects are evaluated by funds experts and why so many projects are rejected? Target group: students of culture management, study course Project management. Additional questions:</p> <ul style="list-style-type: none"> - How is the evaluation process built? - How the evaluation criteria are formed? - How is the finance for support divided in short financial terms? - How to write a rejection letter? - How was the discussion about the selection of projects and allocation of restricted finance resources built?

Game process


To start each process, the lecturer has to put the lamp button. For help, there is Explanation buttons on the lecturer’s desks.

Action	Duration	Comments	Photos of the Lecturer's table
INTRODUCTION			





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<p>Players enter the room, creating avatars.</p> <p>The lecturer explains the rules and procedure of the game and the content of the virtual room.</p> <p>The lecturer gives a short presentation on the problems of project evaluation and support in the culture field.</p>	<p>15 min</p>	<p>Optional:</p> <p>The lecturer can open uploaded projects.</p> <p>The lecture can upload and show video – materials about project evaluation.</p>	
<p>1st round: EVALUATION OF PROJECTS (VR)</p>			


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<p>The lecturer defines the rules for the first round. The lecturer put the TABLE 1 on the SCREEN.</p> <p>Students read the project applications (by clicking on the OBJECT – 5 FOLDERS on the student table with the project description and budget).</p> <p>Each student fills the list with evaluation criteria (TABLE 3) for each project and saves it.</p>	<p>30 min</p>	<p>The projects can be evaluated with max 100 points.</p> <p>Lecturer can open evaluation table - TABLE 1</p>	
<p>The system aggregates and shows the results – first, common results for all projects (TABLE 4), and then results with evaluation of each player/project (individual TABLEs 3)</p> <p>The lecturer activates the results by clicking on his table and can switch from common results to evaluation of each project and player.</p> <p>The lecturer leads the discussion about evaluation points, and players argue for their voting</p>	<p>15 min</p>	<p>The ranking is calculated by summing of given points for each criterion and dividing by several students.</p> <p>The lecturer can see comments made by each student and discuss them if needed.</p>	
<p>2nd round: SUPPORTING OF PROJECTS (VR + reality)</p>			

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<p>The lecturer is announcing a restriction: only 3 projects can be chosen for the support.</p> <p>Players should agree, which 3 of 5 projects should be supported.</p> <p>The lecturer resumes the results in the system manually, putting 1,2,3 for the projects, which the students agreed to support.</p>	<p>15 min</p>	<p>After discussion, the lecturer manually inserts projects, chosen for support</p>	
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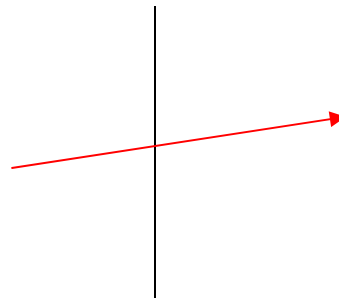
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<p>Players draft a common rejection letter for all rejected projects.</p> <p>Drafting of common rejection letter and resuming of it are taken outside of VR, in person.</p>	<p>15 min</p>	<p>The lecturer shows the correct version of the rejection letter on the screen.</p>	
<p>3rd round: FINANCING OF PROJECTS (VR)</p>			
<p>The lecturer is announcing the next round – students have to divide budgets for 3 supported projects. The lecturer gives the amount of available funding for all projects.</p> <p>Players start to agree about financial support for each of the 3 projects by a limited total amount.</p>	<p>20 min</p>	<p>The lecturer puts the total amount manually (15,000 euros) on the Lecturer table.</p>	
<p>Each player put in the TABLE 5 amount for supporting of each of the 3 projects.</p> <p>The system aggregates and shows the results – common results for 3 projects in TABLE 6 and then results with an evaluation of each player (TABLE 5)</p>	<p>5 min</p>	<p>The lecturer shows a common budget table.</p> <p>The lecturer can discuss separately also the allocated amount from each player to each project.</p>	

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<p>If there are differences in players given financial amount to each project, players should discuss and come to common decision, how much money they will give to each project due to limited funding</p>	<p>10 min</p>	<p>The lecturer puts final budget allocated to each project manually (TABLE 6)</p>	
<p>CLOSING: Overall results discussed by class</p>			



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The student's algorithm:

- Press the button Project 1, 2, 3, 4,.... and read the projects
- The evaluation table is opened by lecturer, students have to fill it with numbers 1 (bad) to 5 (excellent) and save it, when all 3 parts are filled.
- The budget table is opened by lecturer, students have to fill it by dividing an amount of 15,000 for 3 chosen projects.

Additional information.

Table 1: List of submitted projects.

Informative table, which gives an overview of project titles, terms, organizers, total budget, and asked amount.

Nr.	Title	Dates	Applicant	Total budget	Asked amount
1	Muzejpedagoģiskā programma "Es un vide man apkārt"	14.02. - 31.12	Madonas Novadpētniecības un mākslas muzejs	11 075,00	8 600,00
2	Koncertu cikls "Mūzika Krimuldas muižā"	15.05. - 15.12	SIA Rehabilitācijas centrs Krimulda	18 400,00	5 000,00
3	Mākslas izstāde "Mārtiņam Pormanim – 100"	01.03. - 15.12	Jūrmalas pilsētas muzejs	9 814,04	6 847,42
4	Pārvietojama izstāde "Gaujas Nacionālais parks. Pirmie 50."	15.01. - 31.10	Nodibinājums Gaujas nacionālā parka fonds	8 720,00	7 000,00
5	Praktisko nodarbību un selekciju cikls "Matīzi vai grāmatu"	01.04. - 30.11	Latvijas Rakstnieku savienība un Ekonomikas un Kultūras augstskola	10 877,00	8 667,00

Table 2: Evaluation table

Working table, students have to fill, giving values from 1 (bad) to 5 (excellent) to each project. For easier working is split in 5 smaller tables – 1 for each criterion

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No	Criteria	Project 1	Project 2	Project 3	Project 4	Project 5
1. STRATEGIC RELEVANCE OF THE PROJECT						
1.1	Overall relevance of the project and its activities to the achievement of the indicators of chosen Outcome (in the context of the aim of foundation)					
1.2	Importance of the project goals for Latvia as a state					
1.3	Relevance of the project to the Programme statute and its objective					
1.4	The importance of the project in the context of the submitted projects					
2. STRATEGIC RELEVANCE OF THE APPLICANT						
2.1	Applicant's professional experience within the field of Outcome results					
2.2	Applicant's professional experience within the field of project aim					
2.3	Applicant's vision for the challenges in the field of project and project impact on solutions to these challenges					
2.4	The ability of the project applicant to attract co-financing					
3. QUALITY OF THE PROJECT						
3.1	Description of activities are detailed, clear and understandable					
3.2	Activities are appropriate to achieve the project objectives, they are significant and relevant to the on-going processes within the field of culture					
3.3	Assessment of target group's characterization, volume and justification for involvement in the context of the planned activities					
3.4	The quality of the program of the event, if the event is annual – the quality of the program of the previously implemented event					
4. PROJECT STAFF AND PARTNERS						
4.1	Professional competences (qualification, skills and experience) and experience of project leader to implement the project					
4.2	Professional competences (qualification, skills and experience) and experience of a project team to implement this project					
4.3	Professional competences (qualification, skills and experience) of international / national partner's (if applicable) to implement the project, their necessity and justification for choosing a project partner					
5. PROJECT COSTS						
5.1	Project costs are linked to the project activities					
5.2	Calculation of costs and incomes (if applicable) is detailed and clear					
5.3	Costs are in line with average market prices					
5.4	Project cost-efficiency in relation the planned activities and results					
5.5	Compliance of the requested financing with the financial possibilities of the foundation					
TOTAL AMOUNT		0	0	0	0	0

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TABLE 3: Table for allocating financial support.

This table is aggregated by lecturer and students already see the titles and data of chosen projects. They need to insert only the supported amount for each of the 3 chosen projects.

Nr.	Title	Dates	Applicant	Total budget	Asked amount	Supported amount
1	Project 1	dates	organization	XXXXX	XXXXX	
2	Project 2	dates	organization	XXXXX	XXXXX	
3	Project 3	dates	organization	XXXXX	XXXXX	

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