

GENDER & EQUALITY PLAN

2023 - 2025



TILLING ROOTS & SEEDS



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Gender Equality Plan

Tilling Roots & Seeds. Biodiversity Crises and a Better Future for Agriculture.

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Glossary of Terms

Acronym	Definition
WP	Work Package
GEP	Gender & Equality Plan
QA	Quo Artis
KWT	Kilowatt
AE	Ars Electronica Linz GmbH & Co KG
UB	Universitat de Barcelona
SDG	Sustainable Development Goal

Publication

The *Tilling Roots & Seeds* consortium is fully committed to achieving gender equality. As the president of the Quo Artis Foundation, which spearheads the project's consortium, I am fully supportive of the existing Gender Equality Plan. This plan thoroughly outlines the key issues related to gender equality and delineates the specific actions we will undertake to address these challenges throughout the project's development.



Tatiana Kourotchkina
President of Quo Artis Foundation

Barcelona, on 26.06.2024

1. Introduction

The ecofeminist approach has been applied during the identification phase of *Tilling Roots and Seeds* as a theoretical framework that examines how gender and nature intersect, specifically how binary definitions falsely categorise opposing groups, assigning disproportionate value to one grouping and encouraging hierarchical thinking. Within the context of gender, binaries are used to distinguish between male and female, creating unequal relations of power. When examining humanity's relationship with nature, a similar binary exists wherein man-made creations are considered entirely separate from nature.

The Gender and Equality Plan (GEP) of *Tilling Roots & Seeds* establishes the cornerstones of gender equality within the project as one of its fundamental values. This plan thus forms the basis and can only be achieved by closely monitoring the progress of its implementation and continuously observing the necessary adjustments. Specifically excluded from the scope of this present GEP, but by no means less relevant for the project's consortium formed by: Quo Artis, Kilowatt, Ars Electronica & UB (Universitat de Barcelona), are gender equality measures outside this project and specifically those pertinent for the public program of the project's consortium.

1.1 Gender Equality

In the *Tilling Roots & Seeds* project, gender equality is a foundational element, deeply embedded in every aspect of the initiative. The project is committed to creating an inclusive environment that actively promotes equal opportunities for all genders. This commitment is reflected in the project's strategic approaches, such as equitable remuneration practices, inclusive participation in all project activities, and targeted measures to ensure self-identified women, non-binary, genderqueer, genderfluid, and other identities are represented and have their voices heard. The project's Gender Equality Plan outlines specific actions to address systemic inequalities and remove barriers to participation. By fostering an environment of awareness and respect, *Tilling Roots & Seeds* aims to serve as a model for gender equality within the artistic and scientific communities, ensuring that all participants, regardless of gender, can contribute to and benefit from the project.

1.2 Objectives of the Gender & Equality Plan

The GEP of *Tilling Roots & Seeds* aims to improve working environments by maximizing the potential of all project participants and consortium members equally. This is supported by

the benefits available during the two-year duration (2023-2025) of the project, such as career development opportunities and the chance to participate in other national, European, and international projects. Further, it fosters *Tilling Roots & Seeds's* position towards a reflective, diverse and equal society.

The *Tilling Roots & Seeds* project is committed to a comprehensive set of objectives within its Gender Equality Plan (GEP) to foster a more equitable environment. These specific objectives are as follows:

1. Guaranteeing Equal Opportunities to All: In order to access opportunities within the project, particularly in terms of participation, networking, cross-border mobility, resources, and decision-making roles to all genders, to ensure self-identified women, non-binary, genderqueer, genderfluid, and other identities are represented and have their voices heard.

2. Advancing Gender Equality: Taking specific actions to support and enhance the career trajectories of all genders involved in the project, helping to overcome any systemic barriers to their professional growth.

3. Contributing to a Reflective, Diverse, and Equal Society: Aiming to reflect the diversity of society within the project and contribute to broader societal equality through its practices and outcomes.

4. Strengthening Gender Competence: Enhancing the understanding and skills related to gender issues among all members of the project to foster a more informed and sensitive working environment. This goal is intrinsically linked to our approach in considering the ethnobotanical knowledge and role of women in traditional plant use. By incorporating this specific focus, we acknowledge and value the unique contributions of women in this field, ensuring that their knowledge and practices are preserved and integrated into the project's outcomes.

5. Addressing Any Existing Under-Representation: Addressing and rectifying the under-representation of any gender in all areas of the project, from leadership roles to participant inclusion. Ensuring that at least 40% of the personnel involved in the project are self-identified women.

6. Implementing Policies and Practices to Prevent Discrimination Against All Genders: Implementing policies and practices to prevent any form of discrimination against

self-identified women, non-binary, genderqueer, genderfluid, and other identities, within the project's scope.

7. Ensuring a Livable Working Environment: Creating and maintaining a working environment that is not only safe and healthy but also supportive and conducive to the well-being of all project participants. This includes implementing working time arrangements that ensure a balance between family, private, and professional life.

8. Promoting The Participation Of Self-Identified Women In Activities Linked With Scientific/Artistic Research. This goal is aimed at creating a more inclusive and diverse research environment that recognizes and values contributions from all gender identities.

10. Ensuring the Adequate Infrastructure to Realize Gender Equality and the Advancement of self-identified women, non-binary, genderqueer, genderfluid, and other identities.

1.3 Scope of Gender Equality Plan

The GEP applies to all project's participants and consortium members. This includes all members of the project's consortium, as well as external project collaborators and participants. By encompassing both internal and external stakeholders, the GEP ensures that the principles of gender equality and inclusivity are upheld across all levels of involvement in the project, fostering an equitable and supportive environment for everyone involved.

1.4 Desired outcomes of Gender Equality Plan

Due to the unique challenges within the artistic research sector, targeted actions are necessary to address the enduring gender gaps. Structural barriers continue to inhibit gender equality in artistic research and innovation.

The objective of the gender equality program is to enhance career opportunities for self-identified women, non-binary, genderqueer, genderfluid, and other identities in artistic research environments, and increase their representation in the artistic research field. To achieve this, Gender Equality Plans (GEPs) should focus not only on the tangible aspects of the internal project's consortium structure and practices, such as policies and procedures, but also on evolving the espoused values (the values people openly endorse) and underlying assumptions (the unconscious beliefs, thoughts, and feelings). This process involves critically examining how knowledge is produced and applied within both the artistic

research and cultural sectors, as well as within the project's consortium. This means identifying and addressing potential biases and barriers that exist in the creation, dissemination, and utilization of knowledge throughout the project's development. By doing so, the project aims to promote a more inclusive and diverse understanding and practice of artistic research and cultural production, benefiting both the internal workings of the consortium and its broader cultural impact.

Additionally, the project will consider the ethnobotanical knowledge and the role of women in traditional plant use, acknowledging their significant contributions and perspectives within the project activities.

The Gender Equality Plan (GEP) functions as a comprehensive manual that not only raises awareness about gender equality issues but also helps in defining indices and Key Performance Indicators (KPIs). These KPIs are essential for measuring the outcomes of reviews and tracking progress throughout the two-year duration of the *Tilling Roots & Seeds* project.

Moreover, the consortium of *Tilling Roots and Seeds* is committed to a sustainable transformation of organizational processes, cultures, and structures that produce and perpetuate gender imbalances and inequalities within the project's consortium members and the project's participants.

1.5 Internal governance structure - The Project's Consortium

The methodology of the *Tilling Roots & Seeds* project relies on the involvement of many internal key players within the project's consortium. The *Tilling Roots & Seeds* organizational structure is designed around three key components that support the project:

1. Project's Consortium: This group consists of members from QA, KWT, AE, and UB who provide strategic guidance, participate in evaluations, and support the dissemination and outreach efforts of the project. Unlike a traditional Board of Advisors, the consortium plays a direct role in strategic decision-making and the overall steering of the project.

2. Jury of the project's Open Call: Composed of members from the project's consortium, the jury is responsible exclusively for the evaluation and selection of participants in the open call stages. This ensures a transparent and high-quality selection process.

3. Project collaborators and participants: Instead of a traditional pool of mentors, the project utilizes its members, the residency co-host organizations and external collaborators to execute all project's WPs within the project. These members also provide day-to-day guidance to the participants of the project, ensuring effective implementation of its activities (working packages) and support throughout the process.

Each of these components plays a vital role in the execution and development of the *Tilling Roots & Seeds* project, but none has independent decision-making power in the execution of the project. Strategic decisions and the selection of initiatives remain centralized within the collaborative framework of the project's consortium. This approach fosters a cohesive and integrated effort across all levels of the project.

1.6 Anti-discrimination Policy

Self-identified women, non-binary, genderqueer, genderfluid, and other identities of staff members, project participants, and collaborators shall not be discriminated against directly or indirectly. Subcontractors in the project will also not face discrimination based on their gender. The same applies to any allowances, contributions, and contributions in kind. This ensures that all individuals involved in the project are treated equitably and their contributions are valued regardless of their gender identity.

1.7 Publication of the Tilling Roots & Seeds GEP

The Gender and Equality Plan will be suitably presented on the *Tilling Roots & Seeds* project's website.

2. Equality Measures

2.1 Selection Processes and Open Call

In the *Tilling Roots & Seeds* project, a key principle is ensuring equality in terms of remuneration. This commitment is crucial when evaluating activities and the associated remuneration components, such as daily allowances, artist or authors fees. Additionally, our approach to fostering awareness includes highlighting and addressing any existing imbalances.

In the *Tilling Roots & Seeds* project, gender equality is a foundational element, deeply embedded in every aspect of the initiative. The project is committed to creating an inclusive environment that actively promotes equal opportunities for all genders.

Measures in Gender Equality in Selection Processes:

1. Selection processes and promotion.

- Establishing **codes of conduct** for all selection processes in the project. Clearly defined principles can increase transparency and help avoid unconscious biases.
- **Preferring open and publicly advertised** recruitment and selection procedures over closed ones.
- Increasing the number of potential self-identified women, non-binary, genderqueer, genderfluid, and other identities candidates **by broadening the disciplinary range of recruitment in fields where self-identified women, non-binary, genderqueer, genderfluid, and other identities are under-represented.**
- Ensuring that search and appointment **panels are gender-balanced**, or if not possible, **including a minimum number of self-identified women, non-binary, genderqueer, genderfluid, and other identities.**
- Agreeing on a policy of **re-advertising** if there are no self-identified women, non-binary, genderqueer, genderfluid, and other identities in the applicant pool.

2. Evaluation and appraisal criteria.

- Accounting for the time frame/period for the achievements and the intensity of work carried out.
- Accounting for career breaks and discount leave periods when assessing research output, also placing a suitable value on non-traditional career paths, e.g. getting particular kinds of training, unusual undergraduate degrees and different job experiences.
- Assessing artistic research quality rather than quantity
- Assessing soft skills as well as artistic research outcomes, such as being a research project with a successful conclusion.
- If defining criteria in a new, unbiased way is not possible, it should be considered whether biased criteria can be given a smaller weight.

3. Considering project-wide workload planning models to promote transparency and fairness, by enabling an equitable and transparent distribution of workload, according to the project's grant, among the members of the consortium.

4. Advertisement for Open Call submissions & project's collaborators

- Open Calls shall refer to all genders, non-binary, genderqueer, genderfluid, and other identities both genders or shall be written in a gender-neutral form and shall include no additional text suggestive of a particular gender. Excluded from this requirement are jobs advertised as part of special initiatives aimed at eliminating a significant underrepresentation of one gender ("positive discrimination").
- The relevant qualifications for the open call (project profile) shall be fully detailed in the call announcement. When defining the admission requirements in the call announcement, the unit managing the call shall adhere to the criteria outlined in the relevant project profile. Language skills required for the project or role shall be stated in the announcement.
- Announcements for collaboration opportunities within the *Tilling Roots & Seeds* project shall include the following statement: "*Tilling Roots & Seeds* is committed to increasing the proportion of self-identified women, non-binary, genderqueer, genderfluid, and other identities, in the project's development." In the event of existing under-representation, the following clause shall be added: "Preference will be given to female, non-binary, genderqueer, genderfluid, and other identities applicants who are equally qualified, unless specific factors favor a male applicant."

5. Encouraging women applicants

The unit managing the Open Call will undertake targeted efforts to encourage potential women collaborators to apply. Partners will adopt measures to ensure that 40% of the personnel involved in the project are self-identified women.

6. Project's collaborators interviews with women applicants following an Open Call or collaboration announcement.

- Discriminatory questions (e.g. on family planning) shall not be asked in an Open Call/collaborating interview. When assessing female applicants' qualifications, no selection or assessment criteria shall be used that are based on a discriminatory,

stereotyped understanding of gender roles.

- Applications submitted by self-identified women, and other identities during a legally protected form of leave from work shall be included in the selection procedure and shall be given equal consideration with other applications.
- As a principle, selection criteria not mentioned in the Open Call or collaboration offer announcement shall not be considered. If, as an exception, the definition of ancillary criteria for decision-making is indispensable in the selection procedure, these criteria must remain objective. Furthermore, the qualifications stipulated in the Open Call or collaboration offer shall not be overlooked as a result of citing these ancillary criteria. The ancillary criteria should be a suitable means of making a decision, meaning aspects that are irrelevant to fulfilling future tasks in the project shall not be included. Additionally, no ancillary criteria shall be applied that are based on discriminatory or stereotyped understandings of gender roles. If, as an exception, ancillary criteria are applied in the selection decision, the decision must be justified transparently in writing to the project's consortium.
- If self-identified women are underrepresented, and not even one of these identities has been selected to fill the Open Call positions or collaboration opportunities, the project's consortium, responsible for making the selection, shall provide written reasons for the non-consideration of each applicant from these identities.

2.2 Use of Gender-Responsive Language

In line with the commitment to fostering an inclusive and respectful environment, the *Tilling Roots & Seeds* project emphasizes the importance of using gender-responsive language.

This section outlines the guidelines and practices for adopting language that is inclusive and sensitive to all gender identities.

Gender-equitable formulations are used in all publications and correspondence, as well as in internal and external communication. External and internal collaborators of the project's consortium are required to use gender-sensitive language, reflecting gender competence. Special attention should be given to avoiding sexism and gender stereotyping, particularly in figurative representations. Should there be non-compliance, the collaborator may not be reassigned.

Measures for the Use of Gender-Responsive Language

To ensure that all partners within the *Tilling Roots & Seeds* project understand and agree on the use of gender-responsive language, the following actions will be applied:

1. Accessible Resources: Ensure that resources, such as glossaries, examples of gender-neutral terminology, and FAQs, are readily available to all members of the project's consortium through the project's internal communication channels.

- The [European Institute for Gender Equality](https://eige.europa.eu/sites/default/files/documents/20193925_mh0119609enn_pdf.pdf) (EIGE) offers a comprehensive Gender Equality Glossary and Thesaurus that provides definitions and explanations of key terms related to gender equality. This resource is invaluable for ensuring that all project participants understand and use the correct terminology:
https://eige.europa.eu/sites/default/files/documents/20193925_mh0119609enn_pdf.pdf
- The European Parliament has published guidelines on the use of gender-neutral language. These guidelines can be accessed here and offer practical advice on how to avoid gender bias in both written and spoken communication:
https://www.europarl.europa.eu/cmsdata/151780/GNL_Guidelines_EN.pdf

2. Periodic Reviews: Conduct a review every six months during the consortium's monthly meetings to ensure adherence to gender-responsive language standards in project documents, communications, and outputs.

2.3 Work- Life Balance

Tilling Roots & Seeds is committed to ensuring family-friendly conditions. Since its first edition, initiated in 2020 (*Roots & Seeds XXI. Biodiversity Crisis and Plant Resistance*), the project supports flexible working arrangements of its consortium members and collaborators, allowing home office and flexible daily working hours within a set core time.

Measures for ensuring work-life balance (consortium members and artist-in-residence)

- 1. Flexible Working Hours:** Each member of the project's consortium will be responsible for ensuring that collaborators and artists involved in the *Tilling Roots &*

Seeds Open Call (in both residencies and production grant categories) are supported in balancing their professional, and private responsibilities. This includes promoting flexible working arrangements, providing necessary resources, and fostering a supportive environment that acknowledges and respects individual needs and commitments.

- 2. Remote Work Options:** Provide the opportunity to work from home or other remote locations, either full-time or on certain days of the week.
- 3. Parental leave:** Implement comprehensive parental leave policies that include maternity, paternity, and adoption leave, ensuring that all parents have time to care for their new children.
- 4. Technology Boundaries:** Establish clear boundaries for after-hours communication, such as discouraging emails and work calls outside of designated working hours, to prevent burnout.
- 5. Divided Residency Periods:** To further support this commitment, the project's residencies are deliberately structured to occur in two periods of three weeks each (Residency in the Barcelona area, mentored by QA), or across three distinct periods (Residencies in Italy, mentored by KWT). This scheduling flexibility is designed to allow selected artists to effectively manage their work-life engagements, promoting an inclusive and adaptable working environment.

2.4 Organizational Structure

A respectful, open, and welcoming project culture is sensitive to a variety of gender identities, including non-binary, genderqueer, genderfluid, and other identities, and does not view individuals as homogeneous groups based solely on being self-identified women, or self-identified men.

Measures for ensuring a respectful project culture

- 1. Meeting Rules:** Meetings amongst consortium partners, Open Call selected artists or external project collaborators will be conducted with respect and sensitivity to all gender identities.

- All participants are encouraged to use inclusive language that avoids assumptions based on gender or sex.
- Any form of sexist, homophobic, or discriminatory remarks are prohibited
- Active listening is encouraged, where participants attentively listen to and consider the perspectives and contributions of others without interrupting or dismissing their views.
- All meeting participants should have their voices heard during meetings
- Confidentiality of the discussions is respected, especially when sensitive or personal information is shared.
- Promotion of the use of nonviolent communication techniques, which emphasize expressing oneself honestly and empathetically while respecting others is encouraged.
- Aggressive or confrontational language that could escalate tensions must be avoided
- All meeting materials and discussions are accessible to all participants, including those with disabilities.

2. Avoiding Microaggressions: Any incidents of microaggressions will be addressed promptly and appropriately, ensuring a supportive environment for all members.

- https://www.microaggression.eu/wp-content/uploads/2023/06/Catalogue_EN.pdf

3. Nonviolent and Inclusive Communication: All forms of communication, both verbal and written, will adhere to principles of nonviolent communication.

- Language that is non-homophobic, non-sexist, and respectful of all gender identities will be promoted.
- Provide necessary accommodations, such as sign language interpreters or written transcripts, if needed.

2.5 Gender-based violence, including sexual harassment

The GEP of the *Tilling Roots & Seeds* project includes specific measures to combat gender-based violence and sexual harassment. This encompasses any behavior that violates an individual's dignity or creates an intimidating, hostile, degrading, humiliating, or offensive environment. This encompasses verbal and non-verbal communications, as well as any unwanted physical interactions.

Within the GEP, the project's consortium is committed to examining the prevalence of sexual harassment and other forms of gender and sex based violence, ensuring comprehensive steps are taken to maintain a safe and respectful environment. This includes the development and enforcement of clear policies that address sexual, sex and gender-based harassment, outlining preventive measures, procedures for reporting incidents, and consortium partners protocols for response and resolution, thereby safeguarding all participants and staff involved in the project.

Measures for preventing Gender-based violence and sexual harassment

1. Behaviors, Establishing and Codifying Expected Conduct: For consortium members, selected artists, and external collaborators involved in the *Tilling Roots & Seeds* project, it is crucial to establish and clearly define the expected behaviors, including identifying actions that constitute sexual, sex and gender-based harassment. A code of conduct, which is included in ANNEX 2, delineates when interactions are considered harassment, ensuring that it also protects potential victims or witnesses from being discouraged from reporting incidents.

2. Reporting: The code of conduct in ANNEX 2 may outline how all members of the organization can report instances of sexual harassment, including where they are the victim of harassment or witness harassment. This would include clear, visible, and robust reporting channels. These channels would address barriers to reporting, including concerns that reports may not be taken seriously, and make clear what can be done to investigate anonymous reports.

3. Proactive Prevention:

- **Clear Policy Communication:** Maintain transparent policies that are easily accessible to all project participants, detailing unacceptable behaviors and the steps the project takes to prevent such incidents. The Gender Equality Plan (GEP) and its code of conduct will be shared with the project's consortium members and all project participants. This ensures that everyone involved is informed about the standards of behavior expected and the measures in place to maintain a safe and inclusive environment.

- **Visibility of Rules and Expectations:** Display clear guidelines and expectations through internal communication channels to remind and reinforce the project's stance against gender-based violence and harassment.

4. Accountability and Enforcement:

- **Zero Tolerance Policy:** Enforce a strict zero-tolerance policy against gender-based violence and sexual harassment.
- **Monitoring and Review:** Regularly monitor the effectiveness of implemented measures during the consortium monthly meetings. Adjust strategies as necessary to enhance protective measures and support systems.

3. Tilling Roots & Seeds GEP Data Collection

Tilling Roots & Seeds is dedicated to collecting and publishing data on the sex and/or gender of the staff members within each consortium organization, as well as the project's participating artists and participants.

The scope of the data collected reflects the mission of the *Tilling Roots & Seeds* GEP. It is essential to collect as much relevant data as possible to examine the relative situation of self-identified women, non-binary, genderqueer, genderfluid, and other identities and self-identified men within the project and its activities.

3.1 Evaluating and Measuring Implementation

Implementation of the Gender Equality Plan (GEP) within the *Tilling Roots & Seeds* project is evaluated and measured through a structured process involving regular data collection, analysis, and reporting.

Data Collection:

1. Surveys: Custom surveys are specifically designed to gather essential data for inclusion in the Gender Equality Plan (GEP) of the *Tilling Roots & Seeds* project. These surveys are distributed to various groups, including:

- Artists: Participants involved in the residency and production grant components of the project.
- Other Participants: Individuals participating in other activities organized under the project's scope (farmers, consumers, young audience...).

These are the two surveys created for data collection throughout the project:

- 1. Inclusive Residency Feedback Survey**
- 2. Project Participant Survey**

Who Evaluates the Implementation and When?**1. SDG Working Group:**

- Composition: This group is staff members from each of the project's consortium organizations.
- Responsibilities: The SDG working group collects survey data from artists participating in the residency and production grant components, as well as from participants in other project activities or WPs.

2. Data Utilization:**1. Publication and Reporting:**

- Interim Reports: Data collected from the surveys is compiled by Quo Artis into interim reports, which are published and reviewed after the first and second years of the project. These reports provide a mid-term and final evaluation of the GEP's effectiveness.

3. Data Publication:

- Transparency: All collected data and findings from the surveys are published at the end of the first (December 2024) and second year (December 2025) of the project to maintain transparency and accountability.

3.2 Inclusive Residency Feedback Survey

The **Inclusive Residency Feedback Survey** has been crafted to be distributed among the artists involved in the project upon completion of their residency. This survey, developed by Quo Artis, **incorporates a series of targeted questions that delve into critical areas such as: Mobility and Networking, Visibility and Networking Impact, and Inclusive Residency feedback.** The purpose of these questions is to gather valuable insights into the experiences of the artists during their time with the project, particularly focusing on the effectiveness of networking opportunities, the inclusivity of the residency program, and the overall impact on their professional mobility and visibility.

This survey has been designed not only to benefit the project but also to serve as a valuable tool for other organizations. By capturing detailed feedback on these key aspects, the survey provides a robust framework that other entities can adopt and adapt when launching their own open calls. This enables a broader application of the survey's insights, fostering an environment of continuous improvement and adaptation in the arts and cultural sectors, and promoting best practices in artist residencies and related activities.

Tilling Roots & Seeds Feedback Survey (to be completed by the resident artists at the end of the project): <https://forms.gle/SGVa2QuwbLWCAVxS7>

Visibility, Mobility and Networking Impact

The Visibility and Networking Impact of the GEP in the *Tilling Roots & Seeds* project highlights how the project will evaluate the effect of networking, mobility and visibility efforts on the careers of self-identified women, non-binary, genderqueer, genderfluid, and other identities artists. This will be done through the **Residency Feedback Survey**. Here's a breakdown of how this process works:

1. Objective: The main goal is to understand how various networking opportunities and visibility initiatives influence the professional trajectories of self-identified women, non-binary, genderqueer, genderfluid, and other identities artists involved in the project.

2. Methodology: After the artists complete their residency periods, they will participate in the Residency Feedback Survey. This survey is designed to capture detailed feedback on critical areas including:

- Mobility: How the residency affected the artists' ability to move within and beyond their usual artistic circles.
- Networking Impact: The effectiveness of networking opportunities provided during the residency.
- Visibility: How the residency helped in increasing the visibility of the artists' work.

3.3 About the Project Participant Survey

The GEP **Participant Experience Survey** is meticulously crafted to be distributed among all participants involved in the *Tilling Roots & Seeds* project activities. This survey incorporates a series of **targeted questions designed to delve into essential areas such as Gender Equality and Inclusivity, Professional Growth and Development, and Overall Participant Satisfaction**. The purpose of these questions is to gather valuable insights into the experiences of the participants, particularly focusing on the effectiveness of gender equality measures, the inclusivity of the project activities, and the overall impact on their professional and personal development.

Tilling Roots and Seeds Project Participant Survey (to be completed by the participants in the project's activities): <https://forms.gle/Q4Syc3ymd3nA8iqu8>

3.4 Analyzing

At the end of each year of the project, the collected data will be analyzed by QA to identify key differences and gaps among self-identified women, non-binary, genderqueer, genderfluid, and other identities, as well as self-identified men within the *Tilling Roots & Seeds* project and its activities. This analysis will inform the key priorities for the GEP and allow for necessary adjustments as the situation evolves over the project's two-year duration.

3.5 Monitoring & Assessment

The implementation of the GEP for the *Tilling Roots & Seeds* project is assessed at the end of each year over the two-year duration of the project and during monthly consortium meetings.

1. Overseeing Data Collection: QA is responsible for overseeing this process by updating the GEP with data collected from surveys provided by each of the project's consortium partners. This involves collecting and analyzing data from surveys distributed to all project participants, including artists, researchers, and collaborators. These surveys gather feedback on various aspects of gender equality and inclusivity within the project's activities.

2. Working Documents and Compliance: To ensure that all members of the consortium respect the GEP at both the organizational and project levels, a thorough review of working documents will be conducted every six months at consortium meetings. This includes analyzing calls, public documents, communication materials, and internal reports to verify adherence to the GEP guidelines.

3. Surveys and Revisions: At the end of each year of the project the following survey will be distributed by QA to all consortium members to gather specific feedback on how well they are adhering to the GEP in their respective areas.

Consortium GEP Compliance Survey: <https://forms.gle/QwLj7VX5YCW3WcC29>

4. Dynamic Updates: Based on the survey results, feedback from consortium meetings, and the analysis of working documents, QA updates the GEP to reflect new insights and improvements needed. This ensures that the plan remains dynamic and responsive to the evolving needs of the project.

3.6 Internal Review for Gender Equality Planning

Every six months, the project's SDG working group, which includes staff members from each of the consortium organizations, performs an internal review to evaluate the current state of affairs within the consortium and the project's activities. This involves determining whether and to what extent areas relevant to the Gender Equality Plan (GEP) are being addressed by each consortium member within their organizations, with the goal of identifying and subsequently closing any existing gaps in a subsequent phase.

1. Conducting an internal review six month's of the project's work plan and foreseen activities to ensure that the mandatory GEP requirements, and recommended areas, are being addressed.

2. Addressing any gaps that may be identified in the project's methodology when reviewed against the eligibility criterion and the recommendations set out in this guidance.

3.7 Example of data collection. Consortium Gender Representation metrics

Chart detailing the sex and gender distribution across project's consortium organizations. Target goal of 40% self-identified self-identified women, non-binary, genderqueer, genderfluid, and other identities personnel:

Self-Identified women and Self-Identified men



Data collected: April 2024

ANNEX 1 DATA COLLECTED FROM THE TILLING ROOTS & SEEDS SURVEYS

- to be completed after the 1st (2024) and second year (2025) of the project -

ANNEX 2 CODE OF CONDUCT

In the *Tilling Roots & Seeds* project, we are dedicated to fostering biodiversity and artistic research. We aim to create a safe and inclusive environment for our diverse community of artists, researchers, environmentalists, and innovators. We recognize our responsibility towards our community and are committed to providing a positive experience for everyone involved in the project.

This Code of Conduct outlines the expectations for behavior and establishes a clear procedure for handling incidents of sexual harassment and gender-based violence among consortium members, selected artists, and external collaborators of the *Tilling Roots & Seeds* project. It aims to promote a safe, inclusive, and respectful environment for all participants.

This policy applies to all individuals involved in the project, including staff, or consortium members, artists, contractors, volunteers, and any other collaborators, whether in person, at project-related events, or within online platforms.

Definitions:

- **Sexual, sex or gender-based Harassment:** Includes any unwanted conduct of a sexual nature that violates the dignity of a person, creates an intimidating, hostile, degrading, or offensive environment, or is used as a basis for project-related decisions (e.g., promotions, artist selections). It can be physical, verbal, or non-verbal.
- **Gender-Based Violence:** Any act of violence directed at an individual based on their gender or sex. This can include physical, mental, or social harm or suffering, threats of such acts, coercion, and other deprivations of liberty.

1. Standards of Behavior. Respect & Inclusion

- All project participants must treat each other with respect, dignity, and fairness towards moderators, artists, and audience members by refraining from sustained disruption of screenings, sessions, talks, or other events.

- All project participants must embrace and appreciate diversity, regardless of personal attributes such as gender identity and expression, sexual orientation, race, disability, physical appearance, body size, age, religion, socio-economic status, background, or birthplace.
- Any form of sexual harassment or gender-based violence is unacceptable and will not be tolerated.
- Participants are encouraged to be aware of their language and behavior and ensure they do not perpetuate, condone, or tolerate gender discrimination.

- From the moment it is published all project participants and external collaborators will receive this GEP.

2. Protection of Artistic Work and Privacy

- Respect the work of artists and the privacy of project participants by refraining from unauthorized recordings or screenshots of images or video. Unauthorized infringement may be subject to legal prosecution by the rights holders.

3. Appreciation of Community

- Show appreciation for the *Tilling Roots & Seeds* community and foster a positive atmosphere throughout all project activities.

4. Applicability

These rules apply to all participants in the *Tilling Roots & Seeds* project, including artists, guests, speakers, performers, service providers, and staff.

This Code of Conduct does not replace any applicable legal rules.

5. Reporting and Assistance

- If you experience or witness harassment, abusive behavior, or feel uncomfortable addressing an issue yourself, **please contact our team at info@rootsandseedsxxi.eu for assistance or by calling at +34 930 130 292.**

- All reports will be taken seriously and promptly responded to; all correspondence will be confidential. No decisions regarding how to handle the incident will be made without the consent of the affected person.

6. Response Procedures

- Upon receiving a report, the project's consortium will take immediate steps to protect the involved parties, prevent any further incidents, and begin an investigation.
- Appropriate disciplinary action, up to and including termination from the project, will be taken against those who violate this Code of Conduct.
- Support and resources will be offered to the victims of harassment or violence.

7. Enforcement and Cooperation

We will enforce this policy throughout all project activities and expect cooperation from all participants to ensure a safe environment for everyone at all project venues and related events.

Individuals who are asked to cease any inappropriate behavior are expected to comply immediately. The *Tilling Roots & Seeds* project reserves the right to (permanently) exclude anyone violating this Code of Conduct.

8. Continuous Improvement

While we strive to create safer spaces throughout the project, we acknowledge that mistakes and human errors can occur. We actively work within our team to learn from incidents and mistakes, ensuring they are not repeated.

We greatly appreciate your feedback at info@rootsandseedsxxi.eu

ANNEX 3 CODE OF SUSTAINABILITY

The *Tilling Roots & Seeds* project code of sustainability is inspired by the principles and practices of consortium partner Arts Electronica, aiming to minimize the project's ecological footprint in collaboration with hosts, project participants, and visitors.

Our sustainability measures are guided by the principles of a circular economy, incorporating reusable materials and sustainable practices in all aspects of the project. We actively raise awareness for sustainability among the project's participants, and collaborate with local companies to find the most sustainable solutions.

Measures Implemented in the Respective Fields of Action

Mobility

- **Flight Reduction:** No short-haul flights of less than 1,500 km or equivalent to 10 hours of train travel. Encourage the use of public rail networks within Europe.

- **Public Transportation:** Encourage the use of public transportation within project locations for artists and consortium members.

Event Location, Equipment, and Technology

- **Barrier-Free Access:** Ensure almost all event locations provide barrier-free access, with partial access communicated clearly.

- **Accommodation:** Ensure hotels are within walking distance or well connected by public transport and have climate-friendly certifications.

- **Local Rentals:** Rent technical devices and equipment from local companies, gradually switching to energy-saving technology.

Energy, Water, & Sanitation

Water Dispensers: Offer drinking water via water dispensers and encourage the use of refill bottles

Energy Conservation:

- Switch off event technology and lighting outside of operational hours.
- Renewable Energy: Utilize renewable energy sources for event locations where possible.

Procurement & Waste:

- **Waste Separation:** Use existing waste separation systems and ensure additional waste is sorted and recycled by local services.
- **Sustainable Tableware:** Use compostable or reusable tableware, such as cutlery, cups, and dishes.
- **Reusable Exhibition Materials:** Borrow exhibition materials from partners and return them after use. Use modular, reusable architectural elements.
- **Greenery Partnerships:** Partner with local gardens for greening exhibition spaces.
- **Reduced Print Materials:** Minimize printed materials and avoid giveaways or scattered advertising.

Social Responsibility

- **Fair Pay:** Ensure fair pay for all participants, including invited protagonists, and ensure partner institutions comply with this standard.
- **Sustainability Communication:** Use dedicated spaces and programs to discuss and promote sustainability.

- **Accessible and Inclusive Programming:** Offer multilingual guided tours, simultaneous translation for events

Communication

- **Visitor Guidelines:** Provide checklists for visitors on how to contribute to the project's sustainability efforts.

- **Public Communication:** Communicate the project's sustainability policy on social media.