

## Appendix a: Questionnaires

### a.1. Covering letter

Vienna, ....

#### Study 'European Cultural Networks and Networking in Central and Eastern Europe'

Dear Madam/Sir,

in times when Europe is confronted with the question how will the relationship between 'the West' and the Central and Eastern European 'countries in transition' develop, cultural networks provide great opportunities for the creation of new forms of international co-operation.

IG Kultur Österreich, the network of independent cultural centres and initiatives in Austria, has defined this field as one of its priorities and is currently undertaking a study on networking in the cultural field of Central and Eastern Europe as well as cultural co-operation between Western and Central/Eastern Europe.

In order to be able to describe the current status of networking, the aims and activities of European cultural networks in a manner as comprehensive as possible, we need your support and kindly ask you to fill out the enclosed questionnaire. The latter will serve as a solid base for a documentation of European cultural networks as well as for an analysis of the development of networking activities in general.

You would be of great help in facilitating this task by attaching to the filled-out questionnaire some documentation about your organisation, such as: membership list, mission statement, newsletter, membership admission form, annual report, brochures, statutes, etc.

Due to our own time boundaries we would highly appreciate if you could send this information as soon as possible, by latest [...], to IG Kultur Österreich. The document resulting from our research will be published and also be made available to you in English on our website. Naturally, we will notify you of the release of the study which is planned for the spring of 2000.

If you have any further questions concerning our study or the questionnaire, please do not hesitate to contact us.

We look forward to your answers and thank you in advance for your co-operative efforts.

Yours sincerely

Raimund Minichbauer

Elke Mitterdorfer

Attachments:            questionnaire  
                                 IG Kultur Österreich: Aims & Objectives

## a.2. Questionnaire European / global networks

### A. CONTACT

A.1. Please (cross out and) fill in if the address is incorrect or incomplete:

name (English)		
name (other language)		
acronym		
c/o		
address		
postcode		
city		
country		
phone		
fax		
e-mail		
homepage		

A.2. The secretariat is:  permanent  by rotation

A.3. Please fill in the name and (if different from network's address) the address:

#### Co-ordinator

name	
address phone fax e-mail (if different)	

#### Chairperson

name	
address phone fax e-mail (if different)	

Is there a special contact person in/for Central and Eastern Europe?  yes  no

name	
address phone fax e-mail (if different)	

## B. PROFILE

B.1. Year and place of foundation:

B.2. Legal status:

B.3. Please describe the basic structure of the network:

B.4. Which sectors are covered by your members? (multiple choice is possible)

- |   |   |   |
|---|---|---|
| <input type="radio"/> performing arts   | <input type="radio"/> media / internet          | <input type="radio"/> education / training  |
| <input type="radio"/> music             | <input type="radio"/> multidisciplinary         | <input type="radio"/> youth                 |
| <input type="radio"/> visual arts       | <input type="radio"/> heritage                  | <input type="radio"/> cultural policies     |
| <input type="radio"/> architecture      | <input type="radio"/> crafts                    | <input type="radio"/> research / theory     |
| <input type="radio"/> literature        | <input type="radio"/> cultural centres / venues | <input type="radio"/> culture and economics |
| <input type="radio"/> film / video / tv | <input type="radio"/> socio-cultural            | <input type="radio"/> cities/regions        |
|   |   | <input type="radio"/> other                 |

[remarks:]

B.5. Which are your main objectives?

B.6. Please select your main activities: (multiple choice is possible)

- |  |  |   |
|--|--|---|
| <input type="radio"/> meetings             | <input type="radio"/> competitions                           | <input type="radio"/> magazine/newsletter |
| <input type="radio"/> conferences          | <input type="radio"/> festivals                              | <input type="radio"/> publications        |
| <input type="radio"/> working groups       | <input type="radio"/> co-operation projects                  | <input type="radio"/> database            |
| <input type="radio"/> workshops / seminars | <input type="radio"/> information for the public             | <input type="radio"/> research            |
| <input type="radio"/> exchange programs    | <input type="radio"/> advice for members                     | <input type="radio"/> other               |
| <input type="radio"/> residencies          | <input type="radio"/> lobbying / representation of interests |   |

[remarks:]

## **C. MEMBERS**

**C.1. Please include a recent membership list (name, country, membership status).**

**C.2. Your members are:** (multiple choice is possible)

- international networks / umbrella organisations
- national networks/ umbrella organisations
- administrative bodies
- individuals
- local cultural organisations:
  - state owned / municipal
  - independent, non-commercial
  - commercial
- other

[remarks:]

**C.3. Which forms of membership do you offer and how to become a member?**

**C.4. How many and which kinds of meetings do you organise per year? Who is invited to participate?**

**IF YOU HAVE MEMBERS IN CENTRAL AND EASTERN EUROPE, PLEASE ANSWER THE FOLLOWING QUESTIONS:**

**C.5. Are there regular meetings in Central and Eastern Europe?**

**C.6. The currently operating decision making committee (board,..) consists of ..... members. Of those ..... are Central/Eastern European members.**  
(please insert numbers)

[remarks:]

**C.7. Do you offer special conditions for Central/Eastern European members (e.g. reduced membership or participation fees, travel grants,...)?**

**IF YOU DO NOT HAVE MEMBERS IN CENTRAL AND EASTERN EUROPE, OR ONLY VERY FEW, PLEASE EXPLAIN:**

**D. NETWORKING / Central and Eastern Europe**

**D.1. Please describe briefly the foundation and development of your network.**

[...]

**D.2. What is your approach to networking with current/future network members in Central and Eastern Europe?**

[...]

**D.3. Did you (do you plan to) set up special working groups/committees dealing with Central/Eastern European matters in your network?**

[...]

**D.4. Which challenges have you encountered in East-West co-operation?**

[...]

**D.5. In which respect do European (cultural) policies affect East-West co-operation in your network?**

[...]

**D.6. We are still looking for further networks in Central and Eastern Europe. That's why we ask you to list all (transnational or national) Central/ Eastern European networks familiar to you:**

[...]

**D.7. Remarks:**

[...]

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**Contact person (in respect of this questionnaire):**

Please enclose documentation about your organisation (membership list, mission statement, newsletter, membership admission form, annual report, brochure, statutes, etc.) and return the questionnaire until [...] to:

IG Kultur Österreich  
Viktorgasse 22/8  
1040 Wien  
AUSTRIA  
Tel.: +43 1 503 71 20  
Fax: +43 1 503 71 20 - 15  
e-mail: minichbauer@igkultur.at

**THANK YOU FOR YOUR EFFORTS!**

### a.3. Questionnaire regional / national networks in CEE

#### A. CONTACT

A.1. Please (cross out and) fill in if the address is incorrect or incomplete:

name (English)		
name (other language)		
acronym		
c/o		
address		
postcode		
city		
country		
phone		
fax		
e-mail		
homepage		

A.2. The secretariat is:  permanent  by rotation

A.3. Please fill in the name and (if different from network's address) the address:

#### Co-ordinator

name	
address phone fax e-mail (if different)	

#### Chairperson

name	
address phone fax e-mail (if different)	

Is there a special contact person for international relations?  yes  no

name	
address phone fax e-mail (if different)	

## B. PROFILE

B.1. Year and place of foundation:

B.2. Legal status:

B.3. Please describe the basic structure of the network:

B.4. Which sectors are covered by your members? (multiple choice is possible)

- |   |   |   |
|---|---|---|
| <input type="radio"/> performing arts   | <input type="radio"/> media / internet          | <input type="radio"/> education / training  |
| <input type="radio"/> music             | <input type="radio"/> multidisciplinary         | <input type="radio"/> youth                 |
| <input type="radio"/> visual arts       | <input type="radio"/> heritage                  | <input type="radio"/> cultural policies     |
| <input type="radio"/> architecture      | <input type="radio"/> crafts                    | <input type="radio"/> research / theory     |
| <input type="radio"/> literature        | <input type="radio"/> cultural centres / venues | <input type="radio"/> culture and economics |
| <input type="radio"/> film / video / tv | <input type="radio"/> socio-cultural            | <input type="radio"/> cities/regions        |
|   |   | <input type="radio"/> other                 |

[remarks:]

B.5. Which are your main objectives?

B.6. Please select your main activities: (multiple choice is possible)

- |  |  |   |
|--|--|---|
| <input type="radio"/> meetings             | <input type="radio"/> competitions                           | <input type="radio"/> magazine/newsletter |
| <input type="radio"/> conferences          | <input type="radio"/> festivals                              | <input type="radio"/> publications        |
| <input type="radio"/> working groups       | <input type="radio"/> co-operation projects                  | <input type="radio"/> database            |
| <input type="radio"/> workshops / seminars | <input type="radio"/> information for the public             | <input type="radio"/> research            |
| <input type="radio"/> exchange programs    | <input type="radio"/> advice for members                     | <input type="radio"/> other               |
| <input type="radio"/> residencies          | <input type="radio"/> lobbying / representation of interests |   |

[remarks:]



## **C. MEMBERS**

**C.1. Please include a recent membership list (name, country, membership status).**

**C.2. Your members are:** (multiple choice is possible)

- |  |   |
|--|---|
| <input type="radio"/> local cultural organisations: <ul style="list-style-type: none"><li><input type="radio"/> state owned / municipal</li><li><input type="radio"/> independent, non-commercial</li><li><input type="radio"/> commercial</li></ul> | <input type="radio"/> local/regional/national networks / umbrella organisations |
| <input type="radio"/> individuals  | <input type="radio"/> administrative bodies                                     |
|  | <input type="radio"/> other   |

[remarks:]

**C.3. Which forms of membership do you offer and how to become a member?**

**C.4. How many and which kinds of meetings do you organise per year? Who is invited to participate?**

## **D. NETWORKING / CO-OPERATION MODELS**

**D.1. Please describe briefly the foundation and development of your network.**

[...]

**D.2. What is the importance of an East-West / East-East dialogue for your network?**

[...]

**D.3. Do you already (or intend to) co-operate with cultural networks based in neighbouring or other countries of Central and Eastern Europe?**

[...]

**D.4. Which challenges have you encountered in East-West / East-East co-operation?**

[...]

**D.5. How do you define your position as a cultural network in the cultural sector of your country / area of activity?**

[...]

**D.6. Which experiences have you made with national as well as European cultural policies relevant for your work?**

[...]

**D.7. How would you describe the current situation concerning regional / national / international funding possibilities for cultural networks in your country / area of activity?**

[...]

**D.8. Is your network a member of (a) Europe-/world-wide network(s)?**

[...]

**D.9. We are still looking for further networks in Central and Eastern Europe. That's why we ask you to list all (transnational or national) Central/Eastern European networks familiar to you:**

[...]

**D.10. Remarks:**

[...]

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### **Contact person (in respect of this questionnaire):**

Please enclose documentation about your organisation (membership list, mission statement, newsletter, membership admission form, annual report, brochure, statutes, etc.) and return the questionnaire until [...] to:

IG Kultur Österreich  
Viktorgasse 22/8  
1040 Wien  
AUSTRIA  
Tel.: +43 1 503 71 20  
Fax: +43 1 503 71 20-15  
e-mail: minichbauer@igkultur.at

**THANK YOU FOR YOUR EFFORTS!**