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D5.3

Report on capacity building activities

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Author(s)	Maria Teresa Natale (MCA), Kerstin Arnold (APEF)
Reviewers	Marie-Véronique Leroi, Thierry Bultingaire (MCC)
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Note: as of January 2025, this deliverable - and the DE-BIAS project - have not been assessed yet by the European Health and Digital Executive Agency (HaDEA).

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1. Introduction

The *Report on capacity building activities* describes all the activities carried out by the DE-BIAS Consortium to facilitate the development and strengthening of the capacities of cultural heritage institutions (CHIs) and other relevant stakeholders in addressing bias in cultural heritage collections and in their work with them.

The starting point of all capacity building activities was the *DE-BIAS Capacity Building Strategy and Action Plan* (D5.1) covering a period from mid-2023 to December 2024, which marks the end of the project. This document provided a basis and guidelines for all project activities in this context, intending to define what makes a capacity building activity and how this differs from other types of activities run by the DE-BIAS project. It also provided a structure to follow when developing and holding capacity building events and when creating and sharing capacity building materials.

The capacity building activities involved all project partners, led by the Michael Culture Association (MCA) and the Archives Portal Europe Foundation (APEF).

These activities consisted in the production of capacity building materials (presentations, recordings, video tutorials, recommendations, guidelines, top 5 lists, technical documentation and an interactive lecture for self-paced learning) and the organisation of capacity building events (train-the-trainer courses, onsite, online and hybrid workshops, webinars/co-creation sessions, awareness raising events, poster and demo sessions, a final capacity building event, an exhibition). All the materials produced were made available in the DE-BIAS Knowledge Hub on Europeana Pro.

While MCA and APEF coordinated the editorial work on the capacity building materials and the planning of the capacity building events overall, all partners contributed to the capacity building activities by providing or collaborating on the content of the materials and by running or co-hosting the events. The collaboration between partners was very fruitful during the entire period of production, with regular check-in points provided by the monthly WP5 meetings that ran from October 2023 to November 2024 including.

Chapter 2 reports in detail the capacity building implementation, describing all the materials produced, and the events organised; chapter 3 describes the typologies of stakeholders reached by the project; chapter 4 outlines the main activities carried out to monitor and assess capacity building actions and the strategy to maintain the results accessible over time. Chapter 5 reports about the achieved KPIs compared to the expected ones and the annexes document the templates shared for the registration form and satisfaction survey related to DE-BIAS capacity building events.

2. Capacity building implementation

Following the capacity building strategy, developed in the first phase of the project, this chapter outlines the topics effectively covered while building awareness, knowledge and skills of all the stakeholders reached by the project. All the capacity building materials produced and all the events organised within this context are summarised giving all the necessary information concerning subjects, places, dates, targets.

2.1. Building awareness, knowledge and skills

As stated in subchapter 3.1 of the *Capacity Building Strategy and Action Plan (D5.1)*, the capacity building activities of DE-BIAS meant to deal with a variety of topics, aiming at:

- Covering more generic topics such as working with communities, which not only plays a role in the context of specific diversity, inclusion and equity focused activities, but may also be applied in other contexts;
- Generally raising awareness about the issue of bias in cultural heritage descriptions via using the DE-BIAS tool and interpreting its outputs;
- Applying the DE-BIAS vocabulary or adapting it to other themes and other contexts.

The topics eventually covered are the following:

- Methodologies for working with communities;
- The importance and need for diversity and inclusivity in cultural heritage collections and their descriptions, and the challenges that exist in trying to incorporate them effectively within institutions;
- How to create and use the DE-BIAS vocabulary;
- How to use and validate the DE-BIAS tool.

Several project outcomes combined these topics and thereby connected the dots between the different strands of activity in the DE-BIAS project, most prominently the [recommendations on representing diversity in cultural heritage metadata](#), but also the [community engagement methodology](#)¹ and the [types and patterns of bias applied to Europeana use cases](#)².

These topics were approached in various types (or formats) of events and various types (or forms) of materials, which were adapted to the different stakeholders and to different learning objectives in terms e.g. of their content, their level of detail or their interactivity.

2.1.1. Awareness and knowledge development materials

Awareness and knowledge development materials were created alongside activities in other WPs such as:

- The co-creation of the DE-BIAS vocabulary, the research on community engagement and related policies, and the active work with communities in WP2;
- The development of the DE-BIAS tool in WP3;
- The evaluation of the vocabulary¹, the tool and its outputs in WP4.

¹ Also available via Zenodo: <https://doi.org/10.5281/zenodo.14534372>

² Also available via Zenodo: <https://doi.org/10.5281/zenodo.14514378>

All materials were used in support of capacity building events (e.g. introductory presentations or preparatory documentation), but were also developed as stand-alone options for self-paced learning.

All capacity building materials, independent of their form, have been openly licensed under the Creative Commons licence Attribution-ShareAlike 4.0 International (CC BY-SA 4.0)³.

Categorising them, we can say that we produced four typology of materials:

- **Documentary resources** from one-page “Top 5” lists to detailed technical documentation and guidelines;
- **Imagery resources** such as presentations and the visuals for the “Recommendations on representing diversity in metadata”, sometimes with the help of a professional designer;
- **Audiovisual resources** in the form of video recaps and video tutorials, plus recordings from capacity building events
- **Interactive self-paced course** on the Europeana training platform.

2.1.1.1. Presentations

Several presentations have been created throughout the project. They were made available to the partners via the project’s shared document management environment (Google Drive) using the template established by WP6. These presentations were used in the context of capacity building events to structure and illustrate the event’s contents and, when requested, they were made available to the participants to the events.

As presentations could be used in any type of capacity building event and thereby could cover any topic related to the DE-BIAS activities, all stakeholders are understood as the target audience for this type of capacity building material, even though in some events they were mainly targeting cultural heritage professionals and aggregators.

Presentations supported the delivery of capacity building events, with the aim of illustrating the topics and learning goals of the respective event. Specific presentations were made on:

- The project and its objectives⁴
- [Community engagement](#)
- [Policy models](#)
- [The DE-BIAS vocabulary](#)
- [The DE-BIAS tool](#)

2.1.1.2. Recordings

Even if not initially foreseen in the *Capacity Building Strategy and Action Plan*, it was decided to create video recaps of the community engagement events organised within WP2 by DFF - Deutsches Filminstitut und Filmmuseum (DFF), European Fashion Heritage Association

³ See more information online at <https://creativecommons.org/licenses/by-sa/4.0/> [last accessed: 2 December 2024].

⁴ The presentation to generally introduce the DE-BIAS project has not been published in the DE-BIAS Knowledge Hub on Europeana Pro, as the information in that slide deck is available in other ways already on there. It is available, however, in the project’s shared document management environment at https://drive.google.com/file/d/1hj3h9ON2w7QP_tHFnmvhyBZJ_SfH5knL/view.

(EFHA), Katholieke Universiteit Leuven (KUL), Stichting Nederlands Instituut Voor Beeld En Geluid (NISV), and the Ministère de la Culture et de la Communication de France (MCC) (see subchapters [2.1.2.7](#) and, for the MCC event, [2.1.2.1](#) for the description of the events). Some guidelines were given to guarantee a certain homogeneity among them, while allowing each organiser to cover what they considered most important and impactful and to do so in their own style. All video recaps are in English for broader reach, from 4 to 6 minutes long. They are divided in two parts: the first part giving the event's date, place, participants and agenda, the second part focusing on highlights from the conversations and lessons learnt.

The five video recaps were made available on YouTube (via MCA's channel), where an automatic transcript is available for accessibility. The videos are also shared via the DE-BIAS Knowledge Hub on Europeana Pro:

- [DE-BIAS Community engagement capacity building sessions, from November 2023 to January 2024, by Stichting Nederlands Instituut Voor Beeld En Geluid](#)
- [DE-BIAS Community engagement capacity building sessions, 10 December 2023 and August 2024, by the Deutsches Filminstitut & Filmmuseum](#)
- [DE-BIAS Community engagement capacity building session, 22 March 2024, by the Katholieke Universiteit Leuven](#)
- [DE-BIAS Community engagement capacity building session, 3 May 2024, by the European Fashion Heritage Association](#)
- [DE-BIAS Community engagement capacity building session, 14 June 2024, by Ministère de la Culture, France](#)

Moreover, the following recordings have been made available via the same channels:

- Recordings of introductory presentations on [awareness of bias and community engagement](#) and [policy models](#), which were also shared as preparatory material with the participants of the community engagement capacity building events;
- Recording of the [DE-BIAS session](#) held during the Digital Storytelling Festival on 22 May 2024 (focusing on the DE-BIA vocabulary);
- Recording of the [DE-BIAS session](#) held at the Europeana Aggregators' Forum (EAF) Outreach Event on 20 June 2024;
- Recording of the [DE-BIAS session](#) held at the EAF Autumn Meeting on 23 October 2024 (focusing on the DE-BIAS tool);
- Recording of the [DE-BIAS session](#) held as the project's final capacity building event during the Heritage Horizons Projects' Week on 28 November 2024.

The target audience of the recordings is represented by all stakeholders.

2.1.1.3. Video tutorials

In the final phase of the project, four video-tutorials have been prepared for publication via the DE-BIAS Knowledge Hub. While they are set and finalised in terms of the script and any additional information needed, the actual recording of the tutorials is waiting for the availability of the vocabulary on EU Vocabularies in order to be able to show the full functionality of both the DE-BIAS Tool and the DE-BIAS Vocabulary. This is dependent on

the work of the EU Publication Office as an external partner in the publication of the DE-BIAS Knowledge Graph and is scheduled for 22 January 2025.

The topics covered by these tutorials are:

- Using the DE-BIAS tool (once for the standalone version, once for the integrated version in the Metis Sandbox);
- Interpreting the output of the DE-BIAS tool;
- Using the DE-BIAS vocabulary.

Contrary to the recordings, these video tutorials were not created in the context of capacity building events, but to stand for themselves. All of them focus on a specific project activity or development, imparting knowledge of the key aspects of a DE-BIAS output, which can be accessed by the users at their own terms and in their own time.

2.1.1.4. Recommendations

Various areas of work undertaken by the DE-BIAS consortium resulted in a series of recommendations described in [D5.2 Recommendations to represent diversity in metadata](#), targeting two primary stakeholder groups: policy makers and CHIs. These recommendations are divided into subsets for each group and further categorised by thematic relevance. To bridge the gap between theory and practice, DE-BIAS - as stated in the executive summary of that deliverable - proposes:

“...an implementation strategy for CHIs that enables practitioners to initiate institutional change. By advancing inclusive metadata, fostering community engagement, promoting standards and guidelines, and offering training and capacity building, policymakers can ensure that cultural heritage is represented respectfully and inclusively. Practitioners in the GLAM sector can then apply these high-level recommendations through community-focused curation, the adoption of inclusive tools and interactive digital environments, ongoing education, and transparent practices to create a more inclusive and respectful cultural heritage landscape”.

Recommendations could generally be used with any stakeholder group, even though these two sets were created with cultural heritage professionals, including aggregators, and policy makers in mind.

An extract of D5.2 has been transformed into a more flexible document, the [Guidelines on representing diversity in metadata](#). These recommendations are meant for professionals working at CHIs and with cultural heritage collections. This includes decision makers in higher and senior management as well as staff being responsible for preserving and describing cultural heritage collections, ensuring their accessibility to the public, and publishing their descriptions either in a digital form or in analogue form, e.g. in the context of a physical exhibition as labels next to the works and as part of print publications. The recommendations in this document aim at raising awareness of the various aspects to be taken into account when considering debiasing cultural heritage collections. Hence these recommendations are intended to help the readers understand what it is that they need to look out for and how different tools, methods, and approaches can complement each other. With the Implementation strategy introduced at the end of the ‘Guidelines’ document, readers

will also have a tool to help them in applying the recommendations in a step-by-step approach.

2.1.1.5. Guidelines

Moreover, the two sets of recommendations detailed in D5.2 have been grouped further and arranged in a visually attractive format designed by a professional designer (ShortCut) providing indicative, actionable steps to follow. These standalone documents are made available in all the Consortium partners' languages (Dutch, English, French, German, Italian). Both versions ([for policy makers and CHIs](#)) are available in the DE-BIAS Knowledge Hub on Europeana Pro.

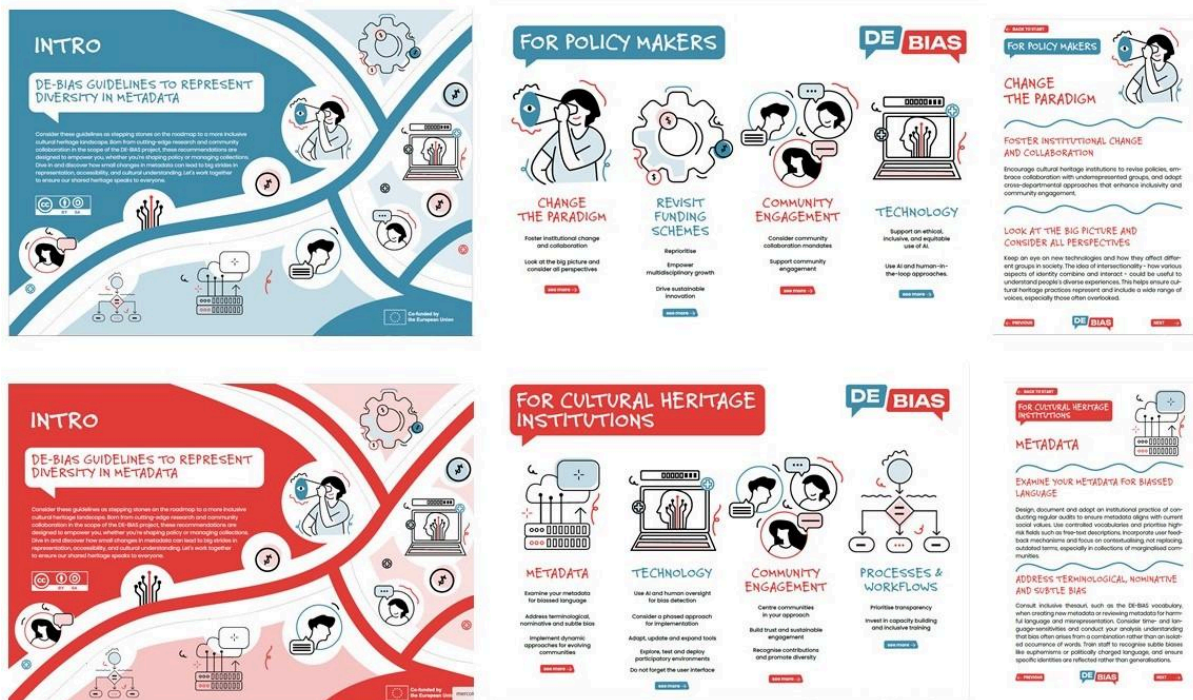


Fig. 1. The covers and first pages of the *DE-BIAS guidelines to represent diversity in metadata* in English (in blue for policy makers, in red for CHIs)

The links to the guidelines are the following:

- [English for CHIs](#)
- [English for policy makers](#)
- [Dutch for CHIs](#)
- [Dutch for policy makers](#)
- [French for CHIs](#)
- French for policy makers (final corrections ongoing; the document will be published in January)
- [German for CHIs](#)
- [German for policy makers](#)
- [Italian for CHIs](#)
- [Italian for policy makers](#)

Next to the *Guidelines to represent diversity in metadata*, the experiences of the community engagement activities conducted by the DE-BIAS project have been summarised in a set of [Guidelines for community engagement](#), produced as a spin-off of *D2.2 Community Interactions: Scenarios and results*. The tips and recommendations gathered in these ‘Guidelines’ are not meant to present the only way to develop collaborative work with local communities, but offer help to particularly CHIs who want to create and improve their own working methodology.

2.1.1.6. Top 5 lists

As stated in D5.1 “Top 5 lists represent the shortest form of documentary capacity building materials. [...] They aim at providing quick access to central information as a starting point for the learner to explore further”. In the final phase of the project, we edited six top 5 lists, based on recommendations or guidelines, capacity building events, the main features of the DE-BIAS tool and the DE-BIAS vocabulary, etc. They are all no longer than one page and are available in English.

They have not yet been published on the DE-BIAS Knowledge Hub, but are scheduled to be promoted as part of a general news post once all capacity building materials become available in January 2025 (see the note about the dependencies for finalising the video tutorials mentioned under [2.1.1.3.](#)). The PDFs linked below are currently stored in the project’s Google folder:

- [Community engagement for cultural heritage professionals in operational roles](#)
- [Creating and adding to the DE-BIAS vocabulary](#)
- [Using the DE-BIAS vocabulary](#)
- [Using the standalone version of the DE-BIAS tool](#)
- [Using the DE-BIAS tool in the Europeana Metis Sandbox](#)
- [Acting upon the DE-BIAS tool’s output](#)

All stakeholders can be understood as the target audience for this type of capacity building material.

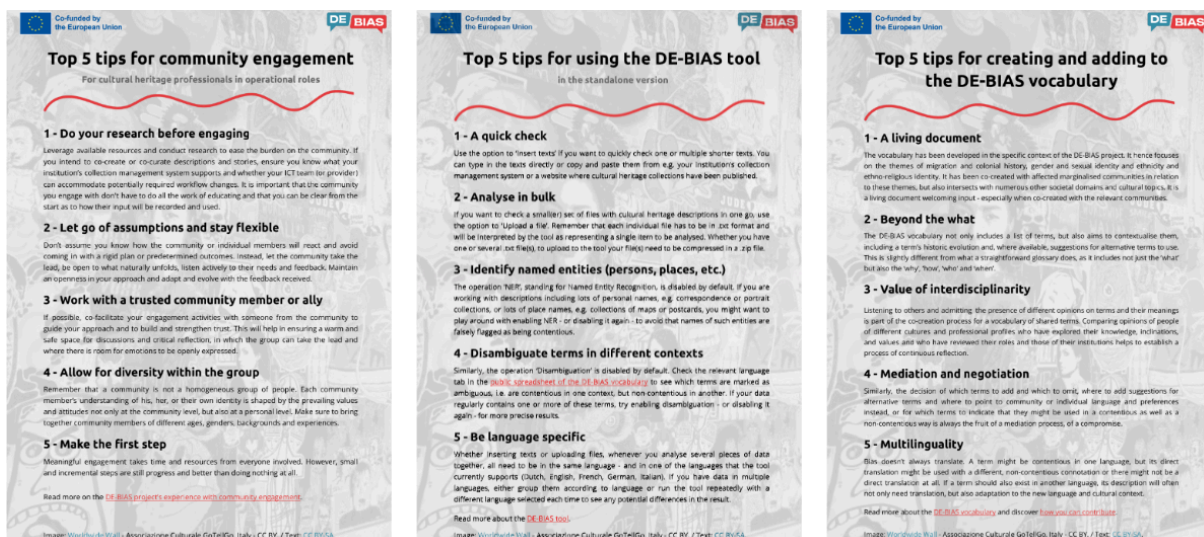


Fig. 2. Layout of some of the ‘Top 5’ lists produced by the project

2.1.1.7. Technical documentation

In the last phase of the project, technical documentation has been produced to enable cultural heritage professionals and aggregators to integrate the DE-BIAS tool into their own workflows. This documentation is mainly targeted to cultural heritage professionals at an operational level, aggregators and developers.

The following documentation has been produced and can be accessed via a dedicated page on the DE-BIAS Knowledge Hub for the [DE-BIAS tool](#) and the [DE-BIAS Vocabulary](#) respectively:

- A [manual for the DE-BIAS tool](#) (as standalone, integrated in the Metis Sandbox, and as API)
- An introductory [slide deck about the tool](#)
- A more detailed technical documentation of the API for developers⁵
- The DE-BIAS vocabulary in five language parts:
 - [Dutch version](#)
 - [English version](#)
 - [French version](#)
 - [German version](#)
 - [Italian version](#)
- The [Editorial guidelines](#) for contributing to the DE-BIAS vocabulary
- An introductory [slide deck about the vocabulary](#)
- The report [Bias patterns and types: a typology applied to Europeana use cases](#)

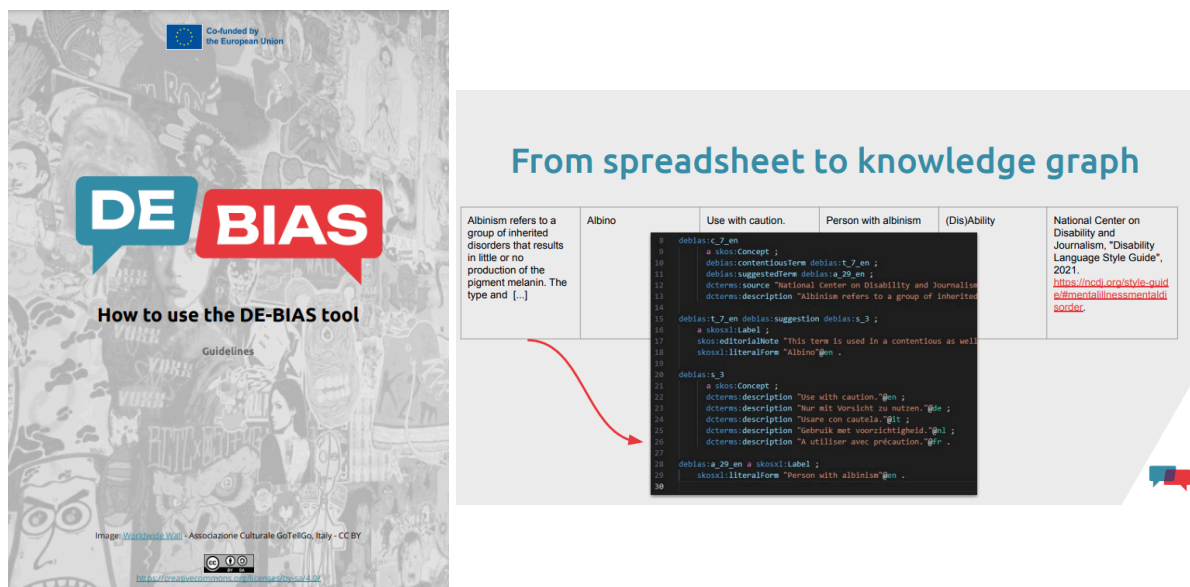


Fig. 3 - Cover of the tool's manual and slide from the introductory presentation of the vocabulary

⁵ This is scheduled for publication on the DE-BIAS Knowledge Hub in January 2025. For now, it can be found in the project's Google folder via this link: https://drive.google.com/file/d/1Bc4ybm_eLnE7TRxBBw63xuKMQBiL9Wx5/view

2.1.1.8. Interactive lectures for self-paced learning

Within the common European data space for cultural heritage, the Europeana Foundation has set up a training platform to create learning resources and build capacity in professionals working with, in and around cultural heritage, available as part of the ‘Europeana Academy’. Its aim is to provide participants with a comprehensive and enriching learning experience, and to support professionals to develop new skills and knowledge.

At the very end of the project, DE-BIAS developed the course “Bias in digital cultural collections”, based on the experiences and the results achieved. This course is targeted to cultural heritage professionals who want to learn about how to identify and work on bias in their own collections; researchers who want to learn more about the current thinking and trends in bias in digital cultural heritage; culture lovers who want to learn more about the current conversations in the cultural heritage sector and who want to know how they can contribute. The learning goals are the following:

- What bias in cultural heritage collections is;
- Why it is important to digital cultural heritage;
- How one can identify and work with bias in digital cultural heritage collections;
- How one can engage communities with lived experience and community allies to de-bias collections in co-creation workshops.

The course is composed of six chapters, each developed in several subchapters and including exercises. At the end of the course the learners will receive a certificate, if they have successfully completed all relevant parts and exercises.

The course was edited by a restricted editorial team of four experts from within the Consortium. At a first stage they proposed a course structure which was submitted to all the Consortium partners for approval. Then they edited the content, basing it on the documentation and outputs of the project. Then, the ‘Europeana Academy’ team mounted the content on the training platform as a [beta version](#) ready to be tested by interested users to gather the first feedback.

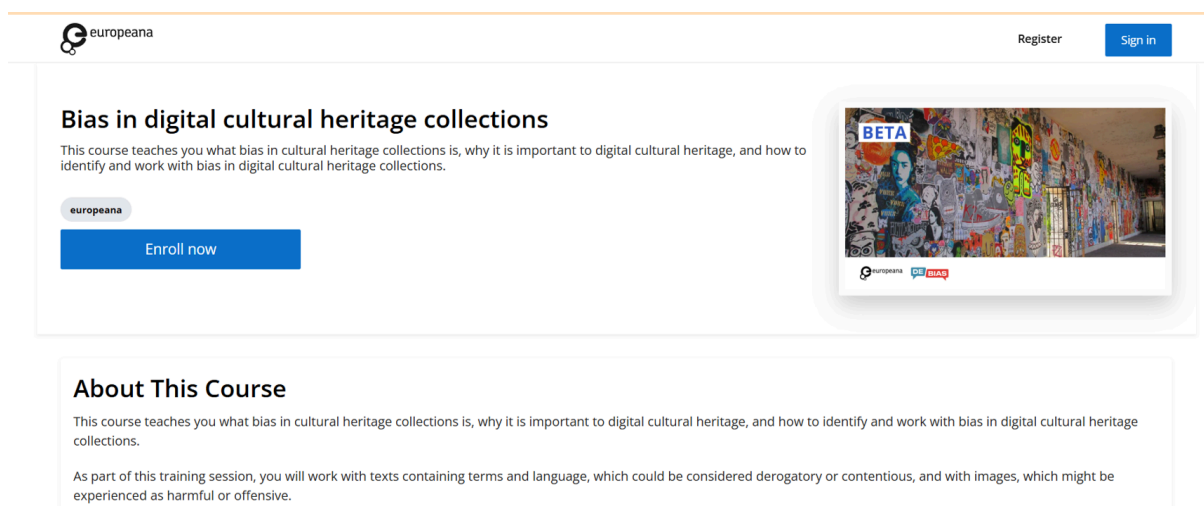


Fig. 4 - Screenshot of the sign-in page to the course

The screenshot displays the course interface on the Europeana platform. At the top, the Europeana logo and course title 'Bias in digital cultural heritage collections' are visible. A search bar is located above the course outline. The course outline is structured as follows:

- Bias in cultural heritage
- 2 How to deal with bias in cultural heritage
- 3 How to set up community events
- 4 Debiasing digital collections
- 5 Applying vocabularies to datasets
 - Subsection
 - 5.1 Using vocabularies for bias detection

On the right side, a course card features a 'Resume Course' button and a progress indicator showing 12% completion. Below the card, the course title is repeated, followed by an 'About' section: 'This course teaches you what bias in cultural heritage collections is, why it is important to digital cultural heritage, and how to identify and work with bias in digital cultural heritage collections...'. A 'View more' link is provided at the bottom of the 'About' section.

Fig. 5 - Screenshot of the course's table of content page

2.1.2. Capacity building events

Capacity building events were organised online, on-site or in hybrid format. They were organised as part of the programme of already established events inside and outside the Europeana Initiative's context, by DE-BIAS partners themselves in their own networks or in collaboration with other organisations and external people as speakers and trainers.

To be considered capacity building, an event had to follow these criteria:

- Be targeted to a defined audience with defined learning goal(s);
- The learning goal(s) had to be based either on a need expressed by the target audience or a strategic need and have been communicated clearly and in advance to the intended audience;
- The training materials should have been developed following a standardised and structured approach that included various iteration cycles;
- An assessment strategy for the event and the materials used has been agreed beforehand.

The following subchapters will present the main types of capacity building events organised within the DE-BIAS project. Each capacity building event was carefully prepared and agreed by the partners involved who met regularly to discuss the format and the programme of each event. Their organisation followed the Europeana Events Toolkit⁶.

The events started on community engagement between March and June 2024, then they were extended with a focus on the DE-BIAS typology and vocabulary throughout summer and autumn 2024. The last events concentrated on the DE-BIAS tool from late autumn 2024 onwards.

As regards all the events organised by DE-BIAS, a template [registration form](#) was set up and shared with all partners, which could be adapted and used for any events organised by the

⁶ See online at <https://pro.europeana.eu/page/events-toolkit> [last accessed: 6 December 2024]

DE-BIAS Consortium directly. This form was based on the registration form used by Europeana for their events for better comparability across all types of events. The Europeana registration form was - in turn - extended by some DE-BIAS questions when events were organised by the Europeana Foundation team as a partner of the DE-BIAS Consortium.

Following the same approach, a [satisfaction survey](#) was designed for all capacity building events, again to be adapted and used for the events run by the DE-BIAS Consortium. When DE-BIAS events happened in the context of Europeana Initiative events, the questions from this satisfaction survey were used also for the automatic survey popping up in the Zoom software after the events' had finished.

In case of events organised at national level, the form and the survey were translated by the partners.

2.1.2.1. Train-the-trainer courses

Starting from May until December 2024, DE-BIAS organised a series of train-the-trainer courses, specifically targeted to one of the following stakeholder groups: cultural heritage professionals, aggregators, researchers, and students, who were interested in learning more about the project's results by doing. These courses were run by DE-BIAS partners and covered a range of topics: guidelines and recommendations on mapping and addressing bias in descriptions and representing diversity in digital heritage collections; using the DE-BIAS tool and vocabulary; best practices and guiding principles for building trust and relationships with relevant communities.

The courses, up to two hours long, were held in English, sometimes in person, sometimes online, sometimes in a hybrid format. Some of them were organised alongside established transnational events, such as the Digital Storytelling Festival 2024 and one of the EAF's outreach events, and some in cooperation with national or European networks, such as ENCATC (the European network on cultural management and policy) and Carrefour de l'agrégation (the French national aggregation network). Each course consisted of an introductory part focussing on the topic of the course, followed by an interactive session where the participants were invited to actively do something, benefiting also of capacity building materials provided by the DE-BIAS Consortium partners.

In particular, these were the train-the-trainer courses organised:

- **22 May 2024, DE-BIAS train-the trainer course, within the Digital Storytelling Festival**

Every year since 2021, the Europeana Initiative runs the Digital Storytelling Festival. The international event encourages cultural heritage professionals, educators, creatives, and students from Europe and beyond to boost their storytelling skills and tell stories exploring culture, inspiring participants to create connections between art, culture and history and the contemporary world. DE-BIAS organised a train-the-trainer course in the afternoon of the [second day](#) looking at the stories told - and those not told - by existing descriptions of cultural heritage collections. Consortium partners collaborating with minority communities on the project's themes of migration and colonial past, gender and sexual identity, ethnicity and

ethno-religious identity, brought examples from their work to the table, before participants were asked to imagine themselves in the position of a CHI wanting to curate an exhibition on a collection with a colonial context. How could this be approached? Which stories would participants want to ensure being told? And how can more appropriate stories be told collaboratively? The session was attended by a focussed group of 11 participants. See subchapter [2.1.1.2](#) for the recording of this event.

- **14 June 2024, DE-BIAS train-the trainer course, within the Carrefour de l'agrégation/Journée Bretania, Rennes, Brittany**

The French Ministry of Culture (MCC) has defined a national strategy for aggregation of cultural contents. It is coordinating the main national aggregator, Moteur Collections, in close cooperation with two domain aggregators at national level: Gallica, the aggregator for content from libraries, which is operated by the Bibliothèque Nationale de France, and FranceArchives, the aggregator for content from archives, which is operated by the Service Interministériel des Archives de France. In this context, the MCC gathers together once a year its network of CHIs and intermediary aggregators and, in June 2024, took advantage of one of its regular events to present the DE-BIAS project and build capacity on the concept of bias in collections. 65 participants attended the event, split in some attending on-site and some online. See subchapter [2.1.1.2](#) for the video recap of this event.

- **20 June 2024, DE-BIAS train-the trainer course, within the EAF Outreach event**

The EAF Outreach event, organised online in English on 20 June 2024, explored what happens once data has been published on Europeana.eu and how institutions can support its reuse. This event was open to all, and particularly welcomed users and re-users, as well as stakeholders from the European Commission and CHIs, to join. The event showcased how users and reusers can engage with the data, and how aggregators support different re-use scenarios during data preparation and processing. This was considered a perfect context to organise a train-the-trainer course, targeted to CHIs and aggregators. The course took place in the afternoon and 22 participants attended the event. Following an introduction of the bias typology developed in WP2 and an exercise with the 'Wheel of Bias', the course gave a brief overview of the DE-BIAS project's community engagement activities and then dove deeper into the development of the DE-BIAS vocabulary and how it is used by the DE-BIAS tool. While only available in an alpha version at that time, the course concluded with an introduction and individual testing of the standalone version of the DE-BIAS tool, so that attendees could get an idea of how data is analysed, how they can influence that analysis by activating or deactivating operations such as Named Entity Recognition or disambiguation, and how they can interpret the results of the analysis presented by the tool. See subchapter [2.1.1.2](#) for the recording of this event.

- **8 November 2024, DE-BIAS train-the trainer course, in cooperation with ENCATC and the Charter Project**

The event, named “[Rethinking Representation: Addressing Diversity and Bias in Cultural Heritage](#)” was composed of two parts. A round table discussion on inclusion and diversity in cultural metadata, followed by an introduction of the *Digital & AI survey* report of the Charter Project and an interactive DE-BIAS session on representing diversity in heritage. The event, mainly targeted to the ENCATC members, was followed by 20 participants.

2.1.2.2. On-site, online and hybrid workshops

The DE-BIAS workshops, intended to provide practical examples and to foster actionable knowledge transfer, can be considered a shorter format of a capacity building event. They were usually concentrated on one topic only and held for a not too large group to allow for more direct interaction, e.g. in breakout groups. Most of them have been organised in English, but some of them were proposed in another language represented by the organising project partner(s). Some of them were held in presence, some online, some as a hybrid event. They were targeted to cultural heritage professionals, aggregators as well as end-users.

- **17 May 2024, MAI-Tagung Deutscher Museumsbund**

This workshop took place at the MAI Conference 2024 on 17 May at the Jewish Museum Berlin and was held in German. It aimed to promote an inclusive approach to describing cultural heritage collections by sharing insights from the DE-BIAS project and addressing the challenges and needs of CHIs in dealing with discriminatory language. Through interactive discussions and examples, participants exchanged ideas and learned how to make their collection descriptions more diversity-oriented. Activities included a structured introduction, group work using tools like the ‘Wheel of Bias’ and ‘Shades of Bias’, discussions of examples from Europeana.eu, and a presentation on the vocabulary work in the DE-BIAS project. The audience consisted of 10 professionals from museums and other types of CHIs, represented within the Deutscher Museumsbund e.V., the association advocating for German museums and their staff.

- **13 June 2024, FIAF Workshop Series**

This workshop was carried out as part of the International Federation of Film Archives’ (FIAF) interactive “FIAF Commissions’ Thursday Workshops” series, which addresses the international film archive community. Participation was limited to 20 people to allow for a fruitful discussion. The workshop focused particularly on the creation of the DE-BIAS vocabulary, with DFF leading the session, supported by APEF. Participants also took part in breakout sessions where they discussed their approaches and challenges in addressing outdated language in their databases. The workshop provided an opportunity for attendees to share experiences and strategies for updating language in archival contexts.

- **5 July 2024, Master Filmkultur**

The session was part of the Masters programme "Film Culture: Archiving, Programming, Presentation", which prepares academic personnel for working in film and media archives and other film culture institutions. Offered by the Goethe University Frankfurt (Institute for Theatre, Film, and Media Studies) in collaboration with the DFF, this session focused on the necessity of revisiting outdated content descriptions and the approaches for doing so. The purpose was to highlight the challenges archives face in this context and the concrete work DE-BIAS has done to involve marginalised communities in addressing past shortcomings. In small groups, the eight participants explored and discussed existing biases on Europeana, applying the 'Wheel of Bias' and the 'Typology of Bias' to better understand and address these issues. The workshop was held in German.

- **8 October 2024, British Library [Digital Scholarship Training Programme](#)**

Following the DE-BIAS course run as part of the EAF Outreach event on 20 June, the British Library invited the DE-BIAS team to present in the context of their Digital Scholarship Training Programme. Having established an internal working group on debiasing their collections, the British Library staff were specifically interested in learning more about the vocabulary and the tool developed by the DE-BIAS project. Held in English and in a hybrid format with a smaller part of the 27 participants being on-site in London, the workshop introduced the project's approach to community engagement and how this fed into the development of the DE-BIAS vocabulary. Additionally, it took a deeper dive into the technical processes going on behind the scenes in the DE-BIAS tool, provided an opportunity for participants to try the tool themselves and ended with a call to action to join one of the validation campaigns on CrowdHeritage, which were ongoing at that time. The event garnered more interest by the British Library to explore an integration of the DE-BIAS tool into their own workflows, which will be the topic of another workshop planned for January 2025 as part of the library's "Hack & Yack" series.

- **15 November 2024 KU Leuven Workshop with LUCA School of Arts students**

On 15 November, KU Leuven's DE-BIAS project team hosted a workshop on inclusive metadata at LUCA School of Arts in Brussels. The workshop brought together 18 international master's students from the Erasmus Mundus Film Memory program, representing four continents. This diverse composition provided rich perspectives on cultural representation in heritage collections. The day was structured around three themes: community work, recognising bias, and approaches to mitigate prejudice. Through interactive methods such as the 'Wheel of bias', students engaged with the role of metadata in cultural representation. The QANDR tool facilitated real-time discussions about heritage and representation. The international character of the group sparked lively exchanges about how different cultures approach heritage description. The workshop established a foundation for continued dialogue about respectful cultural documentation.

- **11 December 2024, DE-BIAS workshop with ESACH network**

This online capacity-building event, co-organised by MCA, DFF and ESACH (a youth-led network that includes undergraduate and graduate university students, PhD candidates, early career researchers and young professionals with an interest in cultural heritage studies), presented the DE-BIAS project's main results, including methodologies, the vocabulary and the bias typologies. In addition, the DE-BIAS tool was introduced and tested with the audience, made of 5 students and young professionals.

- **16 January 2025, British Library “Hack & Yack”**

This workshop will be a follow-up of the event on 8 October with a deeper dive into the possibility of integrating the DE-BIAS tool into the British Library's own workflows. Following a short introduction to the standalone tool and the vocabulary, participants will have some time to try the tool out themselves, using example data prepared by the DE-BIAS team as well as sample data from the British Library's own collections. In this context, they will also have the PDF version of the DE-BIAS vocabulary at hand to better understand and evaluate the tool's flagging of certain terms. The session will be concluded by a round of questions and answers, looking specifically at a potential future implementation of the DE-BIAS project outcomes at the British Library.

2.1.2.3. Webinars / co-creation sessions

Webinars in the context of DE-BIAS facilitated a deep dive into one of the three strands of bias examined (migration and colonial past, gender and sexual identity, ethnicity and ethno-religious identity). They fostered a dialogue between the relevant stakeholders and efficiently equipped cultural heritage professionals to start or to continue their collaboration with relevant communities after DE-BIAS ends. They were mainly targeted to cultural heritage professionals, communities and organisations representing civil society, as well as policy makers. Their aim was to raise awareness of existing biases in cultural heritage collections and their descriptions with regard to the DE-BIAS theme in focus and enabling participants to start or to continue the necessary dialogue between all relevant stakeholders. Each event was held in the local language of the organisers, participants and communities involved and to allow for a safe space during these events, none of them was recorded. Video recaps were produced (in English) afterwards to give an impression of these events and to make their findings available to a broader audience (see subchapter [2.1.1.2](#)).

- **NISV co-creation sessions, from November to January 2024, and webinars on 20 June 2024**

The Netherlands Institute for Sound & Vision organised three co-creation sessions as part of the DE-BIAS project between November 2023 and January 2024. The first and second sessions happened at Sound & Vision The Hague on 9 and 22 of November 2023, and the third and final co-creation session was held at Sound & Vision Hilversum on 9 January 2024. In these sessions, Sound & Vision worked with members of the Dutch Surinamese community. Suriname is a former Dutch colony and so there is a lot of audiovisual material related to that country at the Sound &

Vision archive. During the co-creation sessions the participating community members reviewed and reworked archival descriptions on historical clips but also satirical programmes, adverts, children's shows and travel documentaries which either related to Suriname or contained racial bias. All three sessions consistently brought together the same group of 10 community members plus four colleagues from Sound & Vision. The experiences from these co-creation sessions were then the topic of two capacity building webinars in Dutch held on 20 June, once in the context of the [AVA Net Symposium 2024](#) on-site, and once as a standalone event online. These webinars aimed at cultural heritage professionals and were attended by 19 people in total.

- **DFF co-creation sessions, 10 December 2023 and 12 August 2024**

The German Film Institute's approach in the DE-BIAS project involved working closely with the Jewish community to identify and address antisemitic language. The institute's focus was on fostering collaboration with Jewish community members through two dedicated workshops attended by a total of 47 participants. The first workshop took place in December 2023 during a conference hosted by the institute on the audiovisual legacy of the Holocaust, which brought together professionals from Jewish audiovisual heritage and media sectors. In August 2024, DFF partnered with the Anne Frank Educational Centre in Frankfurt to host a second workshop. This session, conducted in German, included participants from Jewish museums, research centres, Judaica archives, student associations, and memorial sites. The workshop focused on reviewing the vocabulary developed by the DE-BIAS team, with participants contributing their insights and perspectives. The experiences from the first of these co-creation sessions and the ongoing work at the DFF were then the topic of a capacity building webinar in German held on 17 April online. The webinar aimed at cultural heritage professionals and was attended by 32 people.

- **KU Leuven co-creation session, 22 March 2024**

On 22 March 2024, KU Leuven hosted a webinar for the Belgian cultural heritage sector on the topic of stereotypes and bias in cultural collections from the colonial era. In about two hours KU Leuven shared some project information and specifically zoomed in on takeaways for the sector by the end of the project. The Congolese Kring was also involved in the session through a short interview explaining their role within the project. The co-creation session was held in Dutch and it was attended by 34 participants.

- **EFHA-ECCOM co-creation session, 3 May 2024**

The European Fashion Heritage Association (EFHA) and ECCOM convened a workshop on 3 May 2024 in Rome, addressing the challenges of discriminatory language related to gender and sexuality within cultural heritage, with a particular focus on digitised content housed on Europeana.eu. The workshop targeted heritage professionals across various roles, from curators and museum staff to LGBTQIA+ activists. The primary activity involved participants working in groups to engage with a curated spreadsheet of images from Europeana.eu, each accompanied by descriptions that highlighted their queer and gendered meanings. Following this, groups were tasked with assembling a virtual exhibition, presenting their

interpretations and discussing their chosen narratives in relation to the images, fostering a comparative exploration of how these items could be reframed in contemporary, relatable terms. The event, conducted in Italian, saw the participation of 20 individuals.

2.1.2.4. DE-BIAS final capacity building event

The final capacity building event, initially planned as part of the Europeana Conference 2024 in October, was eventually held on 28 November 2024 as part of the [Heritage Horizons - Europeana project week](#), following the postponement of the Europeana Conference to June 2025.

This event series - organised by the Europeana Initiative - put the spotlight on ongoing and concluding projects in the context of the common European data space for cultural heritage and beyond, which inspire by encouraging reuse, innovating in technologies and enhancing sustainability, amongst which the DE-BIAS project. The DE-BIAS capacity building event included a presentation of the project and its results, a roundtable with participants of previous DE-BIAS events, and an interactive session with focus on the [recommendations to represent diversity in metadata](#).

By giving the floor to representatives from the communities, Digital Humanities domain and CHIs, with whom DE-BIAS had engaged throughout the project, and by allowing for enough time for the audience to interact with the presenters and each other, this session aimed to pave the way to a wider discussion on bias in GLAM collections and thus create impact in terms of raising awareness on the relevance of the theme of bias for contemporary society. The target audience was accordingly broad and composed of cultural heritage professionals, aggregators, research and socio-cultural end-user communities, policy makers, and communities potentially exposed to bias. 75 people attended the final DE-BIAS capacity building event. See subchapter [2.1.1.2](#) for the recording of this event.

2.1.2.5. Awareness raising events

While not specifically scheduled as separate activities in the *Capacity Building Strategy and Action Plan*, awareness raising about the topic of bias in cultural heritage collections and their descriptions in general has been added to the catalogue of capacity building activities during the second year of the DE-BIAS project based on feedback received during other DE-BIAS capacity building events.

- **7 October 2024, 2nd European Heritage Hub Forum “Championing a responsible digital transition for and with cultural heritage”, Bucharest, Romania**

Sofie Taes (KU Leuven) represented the DE-BIAS project in the [conversation](#): “A socially responsible digital transformation in Europe’s heritage sector”, a high-level panel discussion at the European Heritage Hub Forum in Bucharest, held in the historic Throne Room of the Royal Palace. The session brought together key stakeholders from OpenAI, cultural heritage institutions, and academia to discuss the role of AI in cultural heritage. Panelists engaged in a structured conversation exploring both current applications and future implications of AI in the cultural heritage sector. The discussion, moderated by Johan Oomen, particularly focused on

balancing innovation with ethical considerations and developing sector-specific approaches to AI implementation. DE-BIAS provided an ideal use case for fostering a dialogue about responsible AI adoption in cultural heritage. The session concluded with valuable insights about the sector's role in shaping AI development and deployment while upholding ethical standards and cultural values. 58 participants

Orfeas Menis Mastromichalakis (ThinkCode) represented DE-BIAS at the FAIR, which was run as part of this event presenting two posters, similar to the ones presented at the DARIAH Annual Event in Lisbon (see subchapter [2.1.2.5](#) below), and showcasing the DE-BIAS tool functionality through the standalone tool page.

- **21-23 November 2024, [18th Image and Research Conference](#), Girona, Spain**

The 18th Image & Research Conference was held in Girona from 21 to 23 November 2024. The main objective was to provide an insight into the management of photographic and audiovisual heritage. The conference was divided into four thematic blocks covering technology, engagement, business strategies, conservation and historical research. The presentation focused on the use of KADOC and Europeana's photographic collection for co-creation purposes with the University of Lubumbashi and the Congolese Kring. The presentation was attended by 20 participants coming from the academic field and cultural heritage sector.


2.1.2.6. Poster and demo sessions

Same as the previous format of capacity building events, the type of poster and demo session was not among the ones planned for in the *Capacity Building Strategy and Action Plan*, but resulted from the options available in the context of external events, especially in the Digital Humanities domain.


- **6 June 2024 [DH Benelux](#), Leuven, Belgium**

The Digital Humanities Benelux Conference 2024 took place in Belgium at the Irish College and at the University Library in Leuven. The main theme was “Breaking Silos, Connecting Data: Advancing Integration and Collaboration in Digital Humanities”. The conference is annual and serves as a platform for the community of interdisciplinary Digital Humanities researchers to meet, present and discuss their latest research findings and to demonstrate tools and projects. The conference was attended by over 100 people. For this event, DE-BIAS participated with a poster, presented on 6 June 2024 at the KU Leuven University Library. The focus of the poster was to present the interdisciplinary approaches - with a closer look at the digital humanities methodologies - employed in the project. During the presentation, 30 people looked at the poster and asked for further information about the project.

KU LEUVEN



Roberts Pineda, Sofie Tonn, Fred Truyen
DE BIAS - Detecting and cur(at)ing harmful language in cultural heritage collections



Faculty of Arts
Cultural Studies -
DigitGLAM

Addressing bias in digital cultural heritage collections metadata: the example of the DE-BIAS project



DE-BIAS - Detecting and cur(at)ing harmful language in cultural heritage collections

THE PROJECT	OBJECTIVES	METHODOLOGY	OUTPUTS
<ul style="list-style-type: none"> • Digitisation of CH resources is exposing metadata descriptions that are obsolete, inaccurate or might be perceived as offensive. • 2-year project, funded under the Digital Europe Programs of the EU • 11 European partners involved 	<ul style="list-style-type: none"> • Promotion of a more Inclusive and up-to-date approach to describe cultural collections • Analysis & identification of bias types and patterns on Europeana metadata and partners collections • Building best practices in addressing inappropriate language in digital cultural heritage records 	<ul style="list-style-type: none"> • Foster conversations with minoritised communities and knowledge through co-creation activities in the development of a vocabulary • Inspired by work on stereotypes in literary studies, cultural studies, gender studies and critical history • Collaboration and co-creation with communities is limited to three specific areas of interest: <ul style="list-style-type: none"> > Migration & colonial past > Gender & sexual identity > Ethnicity & ethnoreligious identity 	<ul style="list-style-type: none"> • A multilingual vocabulary that pairs biased language with contextual information and suggestions for other more appropriate terms • An AI-supported tool to detect offensive terms. It will provide information on their problematic background and offer suggestions for use as well as alternative expressions

THE VOCABULARY

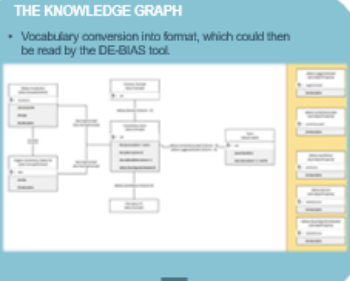
Contains multilingual entries in 5 languages linked to a series of categories/areas of bias (Anti-Semitism, Race, Gender, Class, Religion, Sexuality, Ethnicity, (Dis)ability, Age, Civilisation, Geography, Temporality, Gaze)

The development of the vocabulary involved the combination of several elements:

-  Theoretical framework:
 - ✓ Academic literature
 - ✓ Use cases taken from existing heritage collections
 - ✓ Analysis of existing initiatives
 - ✓ Analysis of existing publications and thesauri (e.g. Words Matter, Homosaurus)
-  Communities input & cooperation:
 - ✓ Community engagement via workshop
 - ✓ Validation with communities' cooperation

THE KNOWLEDGE GRAPH


- Vocabulary conversion into format, which could then be read by the DE-BIAS tool



EVALUATING THE TOOL

The **CrowdHeritage** platform helps to **validate** the performance of the bias detection tool, in terms of accuracy of detection.

- > Organisation of validation campaigns for the detection of biased terms in the collections of the six aggregator partners.



THE DE-BIAS TOOL

- Feed from the terms collected in the vocabulary
- Flagging of potentially sensitive language in heritage collections metadata
- Guides users in understanding the original context of words and (when applicable) proposes possible alternatives
- Available as a stand-alone tool (API) or embedded in the Europeana workflow via the Core Service Platform

DETECTING DISAMBIGUATION

Because some terms have both a contentious and a non-contentious meaning, an LLM, guided by the information provided by the vocabulary, is used to detect whether the use of the term in the record is derogatory or not

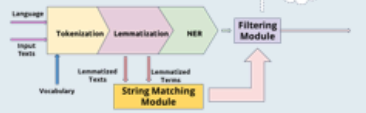


Fig. 6 - Poster produced for the DH Benelux event

- **19-21 June 2024, [DARIAH Annual Event](#), Lisbon, Portugal**

The topic of this year's DARIAH Annual Event was "Workflows: Digital Methods for Reproducible Research Practices in the Arts and Humanities". This was the largest annual event that DARIAH has ever organised, as it welcomed more than 250 participants from 39 different countries around the world. DE-BIAS participated in the poster and demo session with Orfeas Menis of ThinkCode presenting two posters. The first focussed on the DE-BIAS vocabulary, the DE-BIAS tool, mainly with regard to the standalone version, but also including a mention of the other integrations of the DE-BIAS tool (MINT and Europeana). The second poster gave a general overview of

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the project: a note on the community engagement work; a few words on the methodology and the typology; a brief introduction of the evaluation approach; a brief introduction of the capacity building activities. 20 participants engaged actively with the posters and the presenter, and around 100 hundred people looked at the posters.

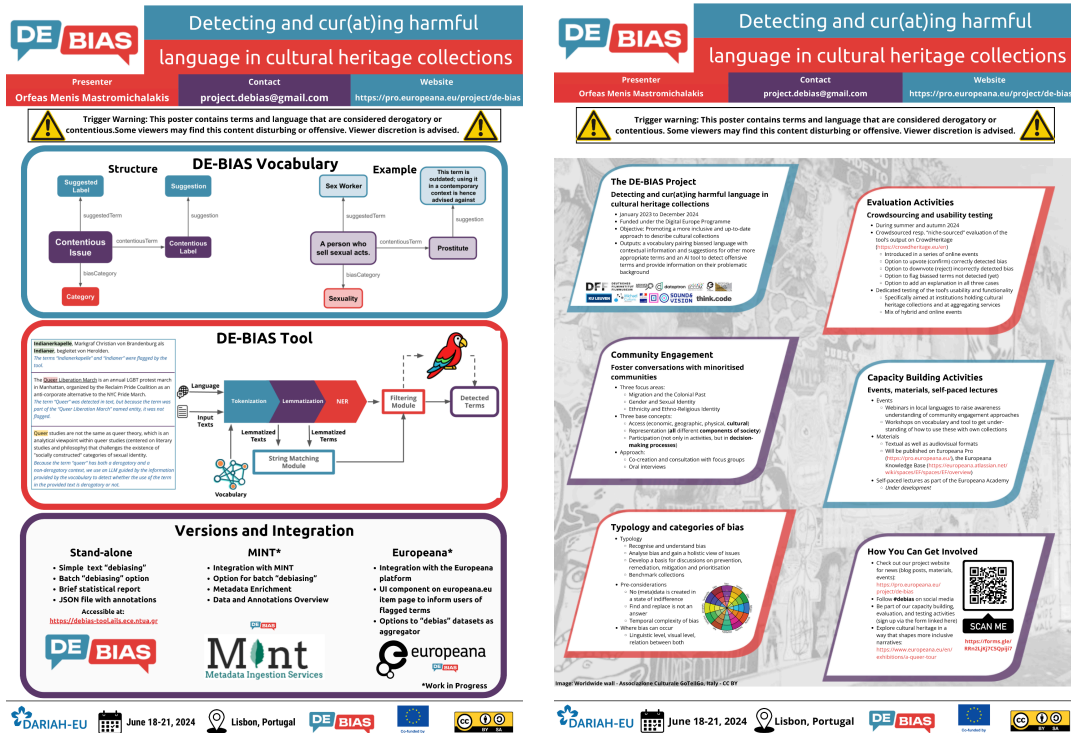


Fig. 7 - Posters produced for the DARIAH 2024 Annual Event

2.1.2.7. Exhibition

The exhibition “Face / Surface”, curated and organised by the KU Leuven team, ran from 18 November to 18 December 2024 in Antwerp and will be repeated in spring 2025 in Leuven. It was not scheduled as such in the *Capacity Building Strategy and Action Plan* but resulted from the DE-BIAS project activities. Being a bigger unplanned activity, it was financed independently by the organisers. As it provided another opportunity for capacity building for a broader audience, it is still listed in this report.

The exhibition features a capsule collection of twelve colonial-era photographs, selected, commented on, and repurposed by members of the Congolese Kring, the Université de Lubumbashi, KU Leuven, and KADOC. It showcases the outcomes of two workshops held in March with the communities as part of the DE-BIAS project. The goal was to revisit colonial photographs - examining both their content and form, as well as their multiple significance in past and present contexts - to challenge and transform the narrative.

Visitors could explore the exhibition independently or through guided tours. Throughout the exhibition period, the KU Leuven team conducted a total of 13 guided tours, involving students from the KU Leuven Master in Cultural Studies as well as external stakeholders. In total, 141 people attended the exhibition through these guided tours.

The public opening was officially marked by a vernissage on 19 November 2024, attended by members of the DE-BIAS consortium, the Commission's Project Officer, KU Leuven, Congolese Kring, KADOC, and interested visitors. During the event, the exhibition was presented and positioned in the context of DE-BIAS.

Another result of the exhibition is the exhibition booklet, which contains the description of the photographs as well as the concept of the exhibition in three different languages (French, English, Dutch).

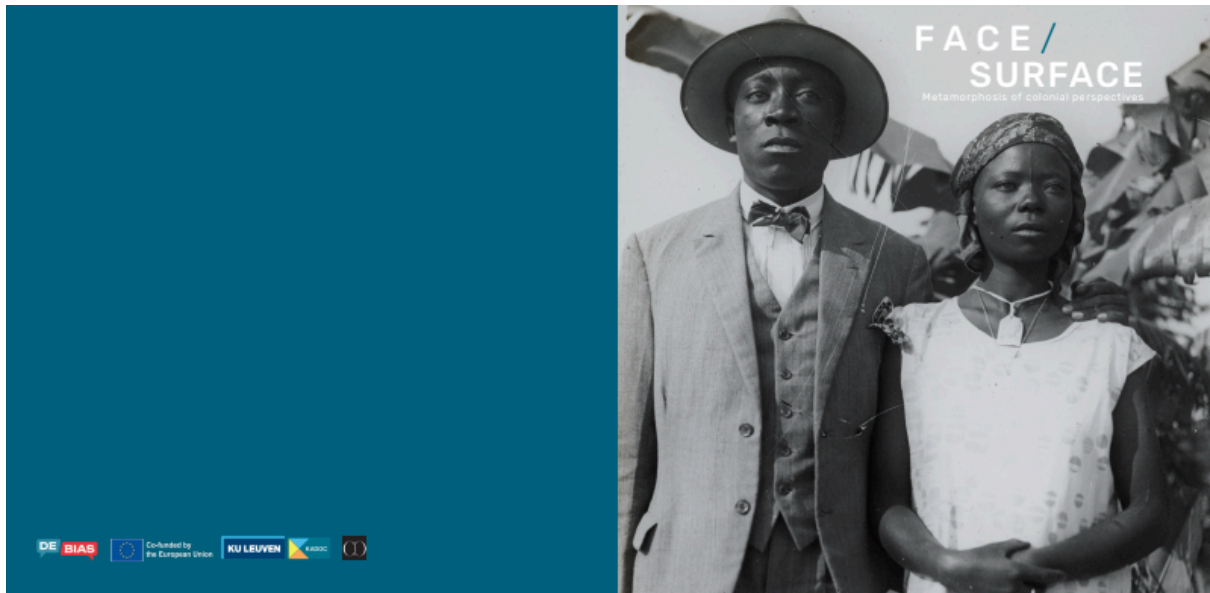


Fig. 8 - Exhibition guide in three languages (Dutch, English and French), <https://kadoc.kuleuven.be/pdf/publicaties/expo/expo36.pdf>



Fig. 9 - The FACE/SURFACE exhibition at KU Leuven Campus Carolus, Antwerp, Belgium



Fig. 10 - Booklets and DE-BIAS magnetic bookmarks

2.1.3. The DE-BIAS knowledge hub

The project page on Europeana Pro (<https://pro.europeana.eu/project/de-bias>) has grown to also function as the DE-BIAS knowledge hub, from where all capacity building materials can be accessed and from where all capacity building events have been disseminated. This does not only apply to the project lifetime, but also afterwards and includes relevant documents and tools produced by the project partners.

All capacity building materials have been made available under an open licence, the Creative Commons licence Attribution-ShareAlike 4.0 International ([CC BY-SA 4.0](https://creativecommons.org/licenses/by-sa/4.0/)), and without requiring a login.

In the final phase of the project, the structure of the page has been adapted to represent the evolution to the knowledge hub, with a few new sections available in the sub-header menu at the top: Resources, Tools, and Blogs.

About Resources Tools Documentation Blogs News Partners

Fig. 11 - DE-BIAS knowledge hub, new subheader menu at the top

Additionally, the text under "About" was shortened, so that readers can get more quickly to the project outcomes when scrolling through the page, the "Partners" section has been moved down and the "Documentation" section has been moved up.

The three new sections provide access to the following information:

- A page gathering all materials related to Community engagement (from overarching policy and community engagement recordings to the video recaps from all the community engagement partners to the community engagement methodology and all blog posts on the topic);
- A page gathering the general capacity building materials, namely the visuals of the recommendations to represent diversity in metadata and the interactive lecture on the Europeana training platform (see chapter [2.1.1.8.](#)).

PROJECT RESOURCES

Discover resources and capacity building materials developed by the project to support cultural heritage professionals and users to understand, analyse and address bias in their collections

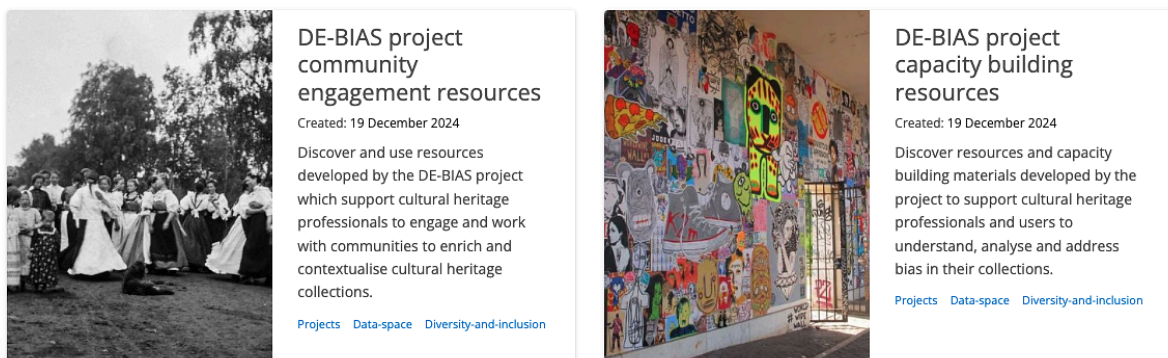


Fig. 12 - DE-BIAS knowledge hub, access to project resources

- A page introducing the DE-BIAS tool, linking to the standalone and API versions and including the technical documentation (see chapter [2.1.1.7.](#)).
- A page introducing the DE-BIAS vocabulary with a heads up to the knowledge graph becoming available on EU Vocabularies in January and including the language specific parts of the vocabulary as PDFs (see chapter [2.1.1.7.](#)).

PROJECT TOOLS

Explore the DE-BIAS Vocabulary and learn more about how the DE-BIAS Tool makes use of the vocabulary to automatically detect and contextualise biased terms in descriptions of cultural heritage collections.

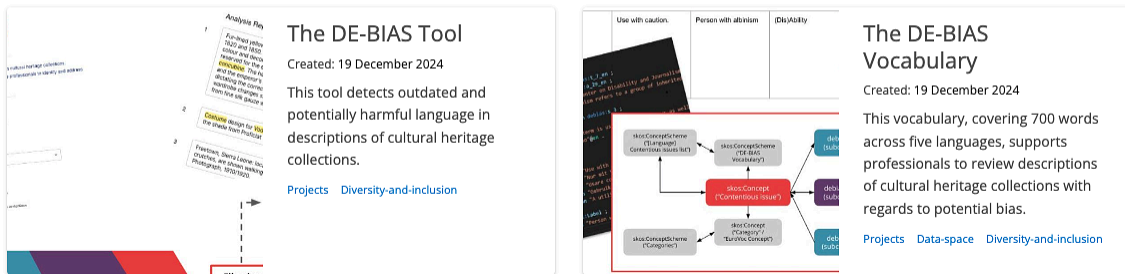


Fig. 13 - DE-BIAS knowledge hub, access to the DE-BIAS Tool and Vocabulary documentation

The ‘Documentation’ section gives access to all public deliverables and some additional documents such as the [Community engagement methodology](#).

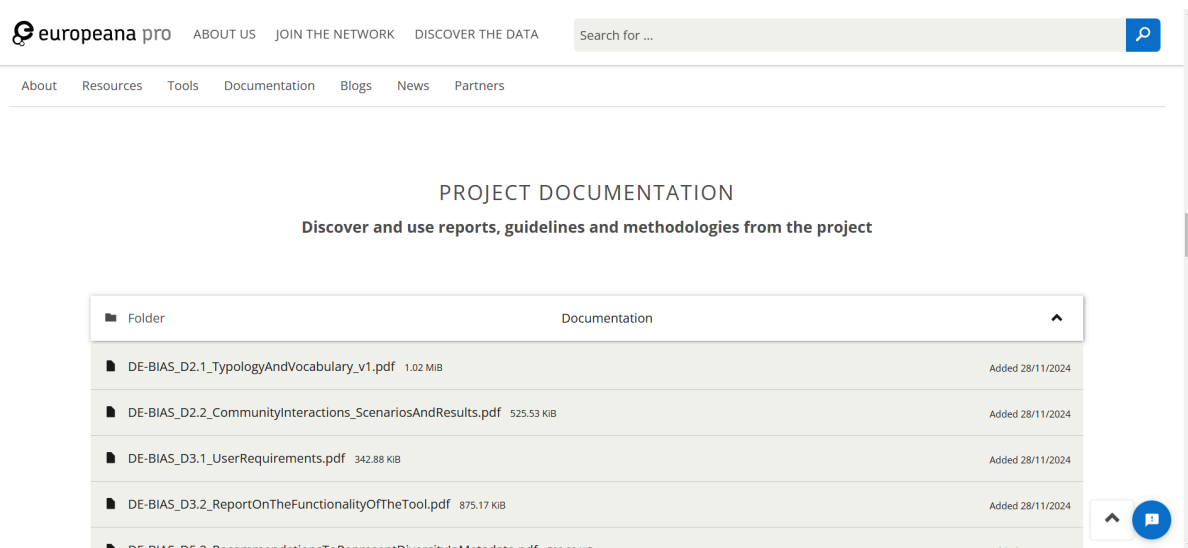


Fig. 14 - DE-BIAS knowledge hub, access to the project documentation

The blogs published on Europeana.eu have been linked from the new ‘Blogs’ section, so that everything DE-BIAS can be accessed from one place.

PROJECT BLOGS ON EUROPEANA.EU

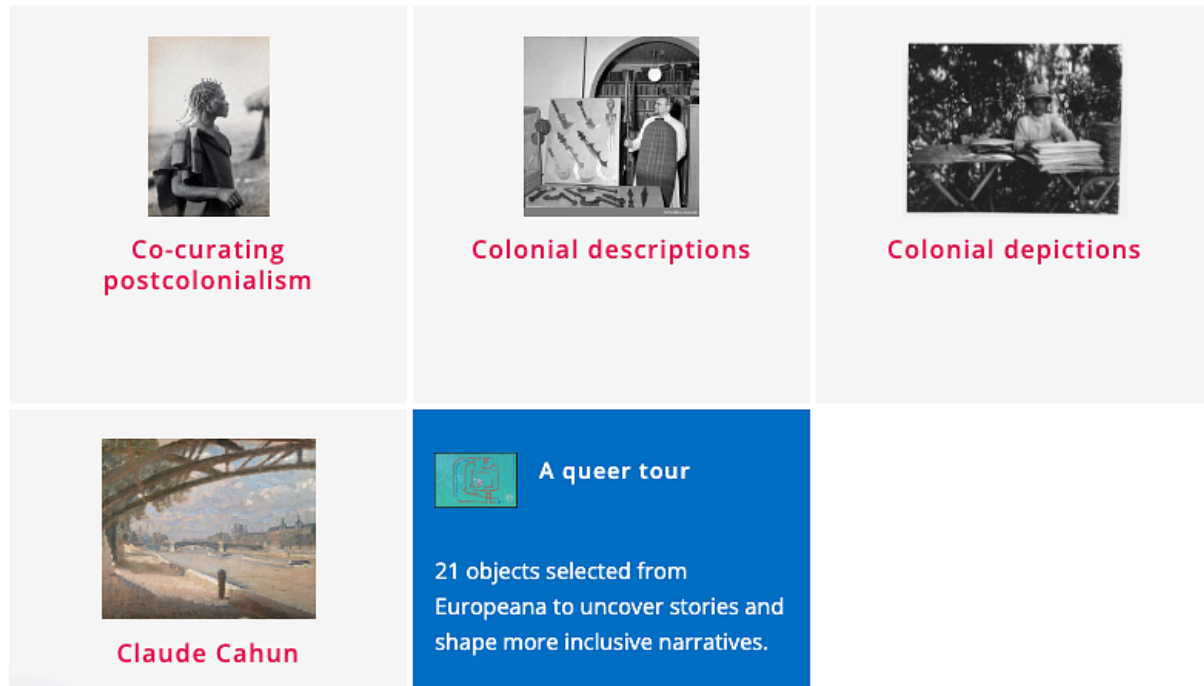


Fig. 15 - DE-BIAS knowledge hub, access to DE-BIAS editorials and the Queer Tour exhibition

3. Stakeholders

Engagement with stakeholders has been a crucial component of the DE-BIAS capacity building activities. In our action plan we had foreseen five categories of stakeholders: CHIs and cultural heritage professionals, Aggregators, Policy makers, Relevant communities and organisations representing civil society, End-users of cultural heritage collections. At the end of the project, we can be more specific in especially the last stakeholder group and say that DE-BIAS was able to target Educators, Students, Creatives, and Researchers. Furthermore, the stakeholder groups of CHIs and Aggregators were extended to also include Developers and European networks.

- Cultural heritage institutions and cultural heritage professionals:** these were one of the main stakeholders of the project with a twofold role: ensuring a long-lasting strategy of preserving cultural heritage and giving a contemporary interpretation to the public. DE-BIAS reached many of them exploiting the channels of the Europeana Initiative within the dataspace: dedicated mailing lists, Europeana Aggregators' Forum outreach event, the Heritage Horizons - Europeana project week, Digital Storytelling Festival, etc. Several CHIs and cultural heritage professionals were reached thanks to national activities, in which the DE-BIAS partners are involved, such as the MAI-Tagung of the Deutscher Museumsbund e.V.

in Germany, the Journée Bretania in France, the AVA_Net Symposium in the Netherlands, the 18th Image and Research Conference in Spain, the FIAF/IFTA workshop series. Some events (workshops, train-the-trainer courses, webinars, demonstrations, etc.) were specifically dedicated to cultural heritage professionals working in certain domains: museums, film archives and the British Library. DE-BIAS produced several materials targeted to CHIs, in particular: the DE-BIAS vocabulary, video tutorials on the DE-BIAS tool, guidelines on how to engage communities, recommendations on representing diversity in metadata, followed by guidelines on the same topic (produced in English, and translated into Dutch, French, German and Italian). A very important training resource for them is the interactive course in the Europeana Academy where they can learn “How to identify and work on bias in CHI’s collections”.

- **Aggregators:** acting as mediators and facilitators towards CHIs across sectors and national boundaries, they represented a very important target for the DE-BIAS project. They bring together data from a variety of CHIs in one access point. By doing that they can either unintentionally accept existing bias simply by putting specific cultural heritage collections or items in context with others or inadvertently create new bias in the process of aggregation. Thanks to DE-BIAS they learnt how to minimise this risk, especially thanks to the tool developed within the project, which can be integrated in their aggregation systems or used in the Metis Sandbox when preparing data for Europeana.eu. For them, the project produced technical documentations and video tutorials, and organised dedicated capacity building activities, focused on raising awareness on bias issues, and demonstration sessions on the DE-BIAS tool.
- **Policy makers:** being in charge of GLAM-related digital strategies and societal issues, they were targeted by DE-BIAS mainly on national and European levels, but also on regional and institutional levels. Policy makers participated in some capacity building events and DE-BIAS edited for them the *Guidelines to represent diversity in metadata*, focussing on four topics: the change of paradigm, revisiting funding schemes, community engagement and technology. To reach a larger number of policy makers they were proposed in English, Dutch, French, German and Italian.
- **Relevant communities and organisations representing civil society:** these were the most important stakeholders of the project targeted in the context of WP2 and in the co-creation activities regarding the DE-BIAS vocabulary, which was subsequently used in the development of the DE-BIAS tool and related evaluation activities. Along the way, the DE-BIAS partners had to research and develop methodologies to work with local communities in a way that transformed this collaborative effort into a positive experience for both sides. The main communities targeted by the project were the Congolese Kring in Belgium, the Surinamese community in The Netherlands, the Jewish community in Germany, and LGBTQIA+ activists in Italy and the UK. The co-creation sessions and webinars focussed on working on archival descriptions, identifying metadata gaps and antisemitic language in collections, stereotypes and bias in cultural collections, discussions about discriminatory language concerning gender and sexuality in cultural heritage. From this really positive collaboration, DE-BIAS produced recommendations on community

engagement, which can be reused by CHIs, policy makers, and marginalised communities themselves.

- **Developers:** some more technical capacity building events were followed by developers who could in the future integrate the API version of the DE-BIAS tool into applications they are working on, reuse the DE-BIAS vocabulary uploaded in VocBench and take advantage of the technical documentation and video tutorials developed in the final phase of the project.
- **Educators, Creatives, and Students:** these three categories could be included in the “End-users of cultural heritage collections”, initially foreseen in the *Capacity Building Strategy and Action Plan*. They fruitfully participated in interactive capacity building sessions on telling more appropriate stories collaboratively. For the students, in particular, it was very important to learn how the DE-BIAS vocabulary was built and how to identify bias in collections. They could be one of the most important targets for the interactive lecture for self-paced learning in the Europeana Academy.
- **Researchers:** this category had the opportunity to learn about the digital humanities methodologies employed in the project, understanding the concept of bias in collections. On the other hand, especially in the Carrefour de l’agrégation meeting in France, there was a very fruitful conversation about the importance of cooperating with historians, anthropologists and ethnographers in the development of the DE-BIAS vocabulary and the identification of bias.
- **European networks:** thanks to the connection of some Consortium’s partners, the representatives of two European Networks could benefit from the capacity building activities carried out by DE-BIAS. The first one is [ENCATC](#), the European network on cultural management and policy, which “represents, promotes, and advances the fields of cultural management and cultural policy education, research, and practice, enhancing an inclusive, sustainable, and democratic development of arts and culture for the benefit of the society”. With them, DEBIAS organised an interesting panel which brought together different points of view of representatives of the DE-BIAS project and the Charter project, the European Cultural Heritage Skills Alliance, which represents the whole range of the cultural heritage sector in Europe. The second European network involved in the DE-BIAS capacity building activities is [ESACH](#), an international network of European students and young professionals working within cultural heritage. Participants of the ESACH workshop elaborated that what they learned about the creation and use of the DE-BIAS vocabulary and the topic of bias in general could also be very useful in writing documents and thesis.

4. Monitoring, assessment, accessibility and sustainability

For each capacity building material and each capacity building event, specific targets and timelines were agreed with the partners involved to monitor the overall progress towards the project’s capacity building goals more easily. Partners met online once a month to plan future activities and report on the past ones.

These targets were on the one hand quantitative and based on the key performance indicators detailed in the DE-BIAS Grant Agreement. On the other hand, qualitative data

were gathered via satisfaction surveys to measure the quality of the experience of taking part in capacity building events and the impact that attendees think it will have on their own work.

In the DE-BIAS Impact Assessment Plan, edited by the Europeana Foundation, a satisfaction rating was analysed in subchapter 4.1 Capacity building. According to this analysis, the results are quite positive: trainees learned practical information that they indicated they could use in their work and gained information that they felt were useful to share with others. In particular, many respondents declared they will reuse the 'Wheel of Bias', pay more attention to the language, and use good practices when preparing exhibitions. They also expressed the need to see concrete examples of how to use the tools, see more application examples for the vocabulary, and learn more about case study of use for a collection.

Capacity building events were recorded by all partners involved in the same project-internal spreadsheet as the 'Communication & Dissemination activities'. It was decided to keep all reporting (from planning in advance to evaluation after the fact) in one central place in order to facilitate the reporting effort as well as the overview of all project activities.

The DE-BIAS consortium, aiming at the capacity building activities being as broadly accessible as possible and remaining available in the long-term, recorded on-site and one-time events, as long as privacy and related considerations allowed for it. For the community engagement events, WP5 together with WP2 decided not to record these, but to create short video recaps in English in order to present highlights from the conversations (see chapters [2.1.1.2](#) and [2.1.1.3](#)).

All events' information, recordings, and other types of capacity building materials were initially made available via the project page (<https://pro.europeana.eu/project/de-bias>), transformed in the last part of the project in the DE-BIAS knowledge hub described in [chapter 2.1.3](#), which from now on is gathering everything related to the DE-BIAS project in general and to capacity building activities provided in its context specifically.

5. KPIs

In the following table, the planned and achieved KPIs are reported.

Table 1 - Planned and achieved KPIs

KPI name	Planned KPIs	Achieved KPIs
# downloads/views of DE-BIAS capacity building materials (This number includes views of the project pages, posts, and blogs on Europeana Pro in relation to capacity building as well as downloads of capacity building materials, which have been made available on Europeana Pro as well as via other platforms such as YouTube or Zenodo. It also includes the number of downloads of the D5.2 <i>Recommendations to represent diversity in metadata</i> and its spin-off documents in the five project languages, which is also listed separately below).	>4,500	3,273 (checked on 30 December 2024)
# downloads of DE-BIAS recommendations	>250	133 (checked on 30 December 2024)
# of participants at the DE-BIAS capacity building events	>400 participants	690 participants

5.1. Materials

The following table gives an overview of capacity building materials made available and an indication of user interaction in the form of downloads and views. The latter also includes posts and pages on Europeana Pro related to capacity building. Europeana Foundation, who runs and maintains Europeana Pro, uses the reporting platform [Matomo](#) to gather website analytics. In this context, page views refer to the number of times a page was visited. For published files, downloads are counted instead of instances accessing the relevant URLs online. For videos, the respective statistics available on YouTube have been taken into account. Furthermore, two documents have also been published on Zenodo, so that their view and download figures include statistics from that platform as well. All figures have last been checked on 30 December 2024.

Table 2 - Overview of capacity building materials

Title and topic	Typology	Topic	Target audience	Downloads/views	Reference in chapter
NISV video recap	Recording	Community engagement	All stakeholders	21	2.1.1.2.
DFF video recap	Recording	Community engagement	All stakeholders	33	2.1.1.2.
KU Leuven video recap	Recording	Community engagement	All stakeholders	13	2.1.1.2.
EFHA video recap	Recording	Community engagement	All stakeholders	24	2.1.1.2.
MCC video recap	Recording	Community engagement	All stakeholders	39	2.1.1.2.
DE-BIAS @ Digital Storytelling Festival	Recording	DE-BIAS vocabulary	All stakeholders	12	2.1.1.2.
DE-BIAS @ EAF Outreach Event	Recording	DE-BIAS vocabulary and tool	All stakeholders	36	2.1.1.2.
DE-BIAS @ EAF Autumn Meeting	Recording	DE-BIAS too	All stakeholders	32	2.1.1.2.
DE-BIAS @ Heritage Horizons	Recording	Community engagement	All stakeholders	98	2.1.1.2.
Policy models	Recording	Community	All stakeholders	45	2.1.1.2.

Title and topic	Typology	Topic	Target audience	Downloads/views	Reference in chapter
(overview)		engagement (policies)			
Community engagement (overview)	Recording	Community engagement	All stakeholders	30	2.1.1.2.
Using the DE-BIAS tool (standalone)	Video tutorial	DE-BIAS tool	CHIs professionals, aggregators, communities, end-users	Not published yet	2.1.1.3.
Using the DE-BIAS tool (integration into Metis Sandbox)	Video tutorial	DE-BIAS tool	CHIs professionals, aggregators	Not published yet	2.1.1.3.
Using the DE-BIAS vocabulary	Video tutorial	DE-BIAS vocabulary	CHIs professionals, aggregators, communities, end-users	Not published yet	2.1.1.3.
D5.2. Recommendations to represent diversity in metadata	Recommendations	A tool to initiate institutional change	Policy makers, CHIs and aggregators	25	2.1.1.4.
Representing diversity in metadata (recommendations and strategy)	Recommendations	A tool to initiate institutional change	Policy makers, CHIs and aggregators	30	2.1.1.4.
Guidelines on represent diversity in metadata (CHIs, Dutch)	Guidelines	An extract of the above mentioned recommendations	CHIs and aggregators	4	2.1.1.5.

Title and topic	Typology	Topic	Target audience	Downloads/views	Reference in chapter
Guidelines on represent diversity in metadata (policy makers, Dutch)	Guidelines	An extract of the above mentioned recommendations	Policy makers	2	2.1.1.5.
Guidelines on represent diversity in metadata (CHIs, English)	Guidelines	An extract of the above mentioned recommendations	CHIs and aggregators	10	2.1.1.5.
Guidelines on represent diversity in metadata (policy makers, English)	Guidelines	An extract of the above mentioned recommendations	Policy makers	7	2.1.1.5.
Guidelines on represent diversity in metadata (CHIs, French)	Guidelines	An extract of the above mentioned recommendations	CHIs and aggregators	5	2.1.1.5.
Guidelines on represent diversity in metadata (policy makers, French)	Guidelines	An extract of the above mentioned recommendations	Policy makers	Not published yet	2.1.1.5.
Guidelines on represent diversity in metadata (CHIs, German)	Guidelines	An extract of the above mentioned recommendations	CHIs and aggregators	9	2.1.1.5.
Guidelines on represent diversity in metadata (policy makers, German)	Guidelines	An extract of the above mentioned recommendations	Policy makers	3	2.1.1.5.

Title and topic	Typology	Topic	Target audience	Downloads/views	Reference in chapter
Guidelines on represent diversity in metadata (CHIs, Italian)	Guidelines	An extract of the above mentioned recommendations	CHIs and aggregators	6	2.1.1.5.
Guidelines on represent diversity in metadata (policy makers, Italian)	Guidelines	An extract of the above mentioned recommendations	Policy makers	7	2.1.1.5.
Recommendations on community engagement	Guidelines	Collaborative work between CHIs and communities (based on D2.2)	Policy makers, CHIs, local communities	3	2.1.1.5.
Community engagement methodology (also on Zenodo: https://doi.org/10.5281/zenodo.14534372)	Guidelines	Community engagement	All stakeholders	186	2.1.1.5.
Community engagement for cultural heritage professionals in operational roles	Top 5 list	Community engagement	All stakeholders (focus on cultural heritage professionals)	Not published yet	2.1.1.6.
Creating and adding to the DE-BIAS vocabulary	Top 5 list	DE-BIAS vocabulary	All stakeholders	Not published yet	2.1.1.6.
Using the DE-BIAS vocabulary	Top 5 list	DE-BIAS vocabulary	All stakeholders	Not published yet	2.1.1.6.

Title and topic	Typology	Topic	Target audience	Downloads/views	Reference in chapter
Using the standalone version of the DE-BIAS tool	Top 5 list	DE-BIAS tool	All stakeholders	Not published yet	2.1.1.6.
Using the DE-BIAS tool in the European METIS suite	Top 5 list	DE-BIAS tool	All stakeholders (focus on CHIs and aggregators)	Not published yet	2.1.1.6.
Understanding the DE-BIAS tool's output	Top 5 list	DE-BIAS tool	All stakeholders	Not published yet	2.1.1.6.
Acting upon the DE-BIAS tool's output	Top 5 list	DE-BIAS tool	All stakeholders	Not published yet	2.1.1.6.
Tool for end-users (manual)	Technical documentation	DE-BIAS tool	Users of the stand-alone version of the DE-BIAS tool, the integration in the Metis Sandbox, and the API	9	2.1.1.7.
Tool for end-users (introduction)	Technical documentation	DE-BIAS tool	Users of the stand-alone version of the DE-BIAS tool, the integration in the Metis Sandbox, and the API	2	2.1.1.7.
Tool for developers	Technical documentation	DE-BIAS tool (API focus)	Developers	Not published yet	2.1.1.7.
Vocabulary (English version)	Technical documentation	Vocabulary	All stakeholders	9	2.1.1.7.
Vocabulary (Dutch version)	Technical documentation	Vocabulary	All stakeholders	5	2.1.1.7.

Title and topic	Typology	Topic	Target audience	Downloads/views	Reference in chapter
Vocabulary (French version)	Technical documentation	Vocabulary	All stakeholders	3	2.1.1.7.
Vocabulary (German version)	Technical documentation	Vocabulary	All stakeholders	3	2.1.1.7.
Vocabulary (Italian version)	Technical documentation	Vocabulary	All stakeholders	4	2.1.1.7.
Vocabulary (editorial guidelines)	Technical documentation	Vocabulary	All stakeholders	3	2.1.1.7.
Vocabulary (introduction)	Technical documentation	Vocabulary	All stakeholders	4	2.1.1.7.
Bias types and patterns: a typology applied to European use cases (also on Zenodo: https://doi.org/10.5281/zenodo.14514378)	Technical documentation	Vocabulary	All stakeholders	21	2.1.1.7.
Bias in digital cultural collections	Interactive lecture for self-paced learning	How to identify and work on bias in CHI's collections	CHIs professionals, Higher education students, Trainers	Beta testing	2.1.1.8.
Community engagement resources	Page	Community engagement	All stakeholders	47	2.1.3.
Overarching capacity building resources	Page	Capacity building	All stakeholders	43	2.1.3.
The DE-BIAS tool	Page	DE-BIAS tool	All stakeholders	37	2.1.3.

Title and topic	Typology	Topic	Target audience	Downloads/views	Reference in chapter
The DE-BIAS vocabulary	Page	Vocabulary	All stakeholders	35	2.1.3.
DE-BIAS project launches a community engagement methodology	Post	Community engagement	All stakeholders	440	2.1.3.
Co-creating inclusive archives: DE-BIAS takeaways on community collaboration	Post	Community engagement	All stakeholders	209	2.1.3.
DE-BIAS project enriches archives through community collaboration	Post	Community engagement	All stakeholders	339	2.1.3.
Address bias in your cultural heritage collections with the DE-BIAS project	Post	Capacity building	All stakeholders	480	2.1.3.
Learning by doing: Touching base with the communities of the DE-BIAS project	Post	Community engagement	All stakeholders	120	2.1.3.
Discover how DE-BIAS is developing a methodology for knowledge co-creation	Post	Community engagement	All stakeholders	430	2.1.3.
Nothing about us	Post	Community	All stakeholders	350	2.1.3.

Title and topic	Typology	Topic	Target audience	Downloads/views	Reference in chapter
without us: How the DE-BIAS project will explore participation, partnership and community engagement		engagement			
TOTAL VIEWS AND DOWNLOADS				3,273	

5.2. Events

The following table gives a timeline of capacity building events, including the language they were held in and the number of participants. Even if present in this table because we consider them capacity building events, the events marked in blue are not counted in the final KPIs. The five co-creation sessions are reported in the WP2 KPIs, while the virtual exhibition organised in Leuven has not been funded by DE-BIAS but by the Catholic University of Leuven directly. Nevertheless, the exhibition has been developed thanks to the results of the DE-BIAS project. Therefore we consider it appropriate to report the results, although not to count them in the total.

Table 3 - Capacity building events in chronological order

Date	Typology	Where	Topic	Target audience	Language	Participants	Reference in chapter
9 November 2023	Co-creation session	The Netherlands Institute for Sound & Vision The Hague	Working on archival descriptions	Dutch Surinamese Community	Dutch	12	2.1.2.3.
22 November 2023	Co-creation session	The Netherlands Institute for Sound & Vision The Hague	Working on archival descriptions	Dutch Surinamese Community	Dutch	14	2.1.2.3.

Date	Typology	Where	Topic	Target audience	Language	Participants	Reference in chapter
10 December 2023	Co-creation session	DFF - Deutsches Filminstitut & Filmmuseum	Identifying metadata gaps and antisemitic language in collections	German Jewish Community	German	15	2.1.2.3.
9 January 2024	Co-creation session	The Netherlands Institute for Sound & Vision Hilversum	Working on archival descriptions	Dutch Surinamese Community	Dutch	14	2.1.2.3.
22 March 2024	Webinar	KU Leuven	Stereotypes and bias in cultural collections	CHI professionals	Dutch	34	2.1.2.3.
17 April 2024	Webinar	DFF - Deutsches Filminstitut & Filmmuseum	Stereotypes and bias in cultural collections	CHI professionals	German	32	2.1.2.3.
3 May 2024	Webinar	Europe Experience Center Rome	Discussion about discriminatory language concerning gender and sexuality in cultural heritage	LGBTQIA+ activists, CHIs professionals	Italian	20	2.1.2.3.
17 May 2024	Workshop	MAI-Tagung Deutscher-Museumsbund	Where and how to identify bias in cultural heritage collections	Museum professionals	German	10	2.1.2.2.
22 May 2024	Train-the-trainer course	Within the Digital Storytelling Festival	How to tell more appropriate stories collaboratively	CHIs, educators, creatives, students	English	11	2.1.2.1.
6 June 2024	Poster session	DH Benelux	Interdisciplinary approaches - with a closer look at the digital humanities methodologies - employed in the	CHIs, researchers	English	30	2.1.2.6.

Date	Typology	Where	Topic	Target audience	Language	Participants	Reference in chapter
			project				
13 June 2024	Workshop	FIAF Workshop Series	The DE-BIAS vocabulary and approaches of film archives to tackle outdated language	Film archive professionals	English	19	2.1.2.2.
14 June 2024	Train-the-trainer course	Within the Carrefour de l'agrégation/Journée Bretania, Rennes, France	Build capacity on the concept of bias in collections	Policy makers, CHIs, researchers	French	65	2.1.2.1.
19-21 June 2024	Poster and demo session	DARIAH Annual Event	Presentation of 2 posters on the DE.BIAS tools and vocabulary, and on a general overview of the project	Researchers, developers	English	20 engaging with the posters and the presenter, around 100 looking at the posters	2.1.2.6.
20 June 2024	Webinar	Within the AVA-NET Symposium in Hilversum plus standalone online session	Working on archival descriptions	CHI professionals	Dutch	19	2.1.2.3.
20 June 2024	Train-the-trainer course	EAF Outreach Event	Build capacity on the concept of bias in aggregated collections	Aggregators, CHIs	English	22	2.1.2.1.
5 July 2024	Workshop	Master Filmkultur	Creating the DE-BIAS vocabulary and how to identify bias in archival	Students	German	8	2.1.2.2.

Date	Typology	Where	Topic	Target audience	Language	Participants	Reference in chapter
			collections				
12 August 2024	Co-creation session	DFF - Deutsches Filminstitut & Filmmuseum	Identifying antisemitic language in collections	German Jewish Community	German	32	2.1.2.3.
7 October 2024	Awareness raising event	2nd European Heritage Hub Forum (Panel conversation), Bucharest, Romania		Cultural heritage professionals and policy makers	English	180	2.1.2.5.
7 October 2024	Demonstration	2nd European Heritage Hub Forum (Fair) Bucharest, Romania		Cultural heritage professionals and policy makers	English	55	2.1.2.6.
8 October 2024	Workshop	Digital Scholarship Training Programme at the British Library		Mainly staff from the British Library with some external attendees	English	27	2.1.2.2.
8 November 2024	Train-the-trainer course	Within the ENCATC Members Talk series, in cooperation with ENCATC and the Charter Project	Rethinking representation: addressing diversity and bias in cultural heritage	Mainly ENCATC members	English	20	2.1.2.1.
15 November 2024	Workshop	KU Leuven, Antwerp		Erasmus students	Dutch	18	2.1.2.2.
18 November until 18	Exhibition	KU Leuven, Antwerp	Guided tours	All stakeholders	Dutch, English, French	141	2.1.2.7.

Date	Typology	Where	Topic	Target audience	Language	Participants	Reference in chapter
December 2024							
19-23 November 2024	Awareness raising event	18th Image and research Conference, Girona, Spain		Researchers, CHIs	English	20	2.1.2.5.
28 November 2024	Final capacity building event	Heritage Horizons - Europeana Project Week	Presentation, roundtable and an interactive session with focus on DE-BIAS recommendations	CHIs professionals, aggregators, research and socio-cultural end-user communities, policy makers	English	75	2.1.2.4.
11 December 2024	Workshop	ESACH	Presentation of and exercises with the DE-BIAS tool	ESACH members	English	5	2.1.2.2.
16 January 2025	Workshop	British Library Hack & Yack	Focus on a potential application of the DE-BIAS vocabulary and tool to the British Library's own collections	Mainly staff from the British Library with some external attendees	English	N/A	2.1.2.2.
TOTAL PARTICIPANTS						690	

6. Annexes

6.1. Template registration form for DE-BIAS capacity building events



Your name *

La tua risposta

Your email address (we will only contact you in the context of this event, e.g. *
to share the meeting link or materials, and we will not share your details with
anyone else)

La tua risposta

Your organisation *

La tua risposta

Your job title

La tua risposta

How did you hear about this event? *

Via a newsletter

Via Facebook

Via Twitter / X

Via LinkedIn

Via a colleague

Altro: _____

Is this the first time you are attending a DE-BIAS event? *

Yes

No

How would you rate your confidence level in this topic? *

Very confident

Confident

Slightly confident

Not confident at all

What is your experience with de-biasing cultural heritage collections? *

- It's new to me
- I am learning about it
- I am using or implementing it
- I have used it or have fully implemented it

What is your experience with working with communities? *

- It's new to me
- I am learning about it
- I am using or implementing it
- I have used it or have fully implemented it

If you have answered "I am using or implementing it" or "I have used it or have fully implemented it" to one of the two previous questions and if you would like to share your use case during the event, please contact project.debias@gmail.com

La tua risposta

What do you hope to learn from this webinar?

La tua risposta

Are there any adjustments we could make to ensure that you can participate fully in webinars like this in the future?

La tua risposta

6.2. Template satisfaction survey for DE-BIAS capacity building events



How satisfied are you with this event? *

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied
- Very dissatisfied

How confident do you now feel about this topic? *

- Very confident
- Confident
- Slightly confident
- Not confident at all

As a result of this event I: Learned new information I can use in my work *

- Yes
- No

As a result of this event I: Learned new information that I will share with others *

- Yes
- No

As a result of this event I: Feel up to date with the topic *

- Yes
- No

Will you take any action or make any changes as a result of this event? If yes, please tell us more.

La tua risposta

Based on what you learned today, what would you be interested to hear or get more details about in future capacity building events from the DE-BIAS project?

La tua risposta

The DE-BIAS project focuses on the topics of migration and colonial past, gender and sexual identity, and ethnicity and ethno-religious identity and engages with various communities connected to these topics. Do you consider yourself a member of one - or more - of these communities?

Yes

No

Would you like to be updated about future capacity building events and other activities from the DE-BIAS project? If yes, please add your email address here (We will only contact you with news about the DE-BIAS project and we will not share your details with anyone else)

La tua risposta

Tell us below or email to project.debias@gmail.com if you have any questions.

La tua risposta