

## **INFORMATION SHEET** on **working stipends for literature in languages other than German for 2020**

In 2020, subject to the availability of funds, Berlin's Senate Department for Culture and Europe will award working stipends to writers residing in Berlin who write in a language other than German.

- **Target group**

The stipends are intended to support artists whose main place of residence and center of life is Berlin. Proof of residence must be submitted together with your online application as an attached file.

Candidates who are enrolled in a regular degree course in literature (Leipzig, Hildesheim, Biel, Wien) may not apply.

Authors who also write in German can apply until 16.07.2019 in parallel for a working scholarship for literature in German, as soon as this is advertised (expected in May 2019).

It is possible to apply for both funding programs, but only one working scholarship can be used.

- **Purpose of funding**

The working stipends are intended to support artistic training and further education. In addition, the working stipends aim to help writers of literary fiction (excluding playwrights) whose main place of residence is Berlin to focus on their literary work free of economic or material constraints for the time during which they receive the stipend. The stipends are intended to enable them to

- a) draft texts
- b) continue working on existing texts
- c) complete texts

A sample text of around 20 standard pages must be submitted. Please refer to Wikipedia or other sources for the definition of a standard page.

In addition, the stipends are intended to maintain the vibrancy of Berlin's literary scene by supporting innovative texts and their authors.

This does not mean that the project - either the sample of an unfinished literary project or the further samples of work - must relate to Berlin in terms of content.

Funding decisions will be based exclusively on the quality of the literary work.

**Eligibility and conditions**

Funding is available for writers who have a track record of published work or who can prove their literary talent by providing samples of their work.

As a rule, writers who are receiving another stipend under a different public funding program are excluded from receiving any funding under this program for the same time frame.

Only one application per applicant is possible.

Stipend holders are required to maintain Berlin as their main place of residence and their center of life during the application process and while they are receiving the stipend. The Senate Department for Culture and Europe must be notified immediately of any change of residence.

The scholarship holders are planning a public presentation in the summer of 2020. The Literarisches Colloquium Berlin, which is expected to organize the event, will contact you in case of a scholarship

### **Funding volume**

The number and duration of the scholarships can probably only be finalized by the end of the year 2019 because of the deliberations on the Berlin dual budget 2020/2021. In the previous year, 6 scholarships of €24,000 each were awarded. It is expected that at least 6 fellowships will be awarded in 2020, and the total amount of available funds is unlikely to decrease compared to the previous year (€144,000).

### **Application procedure:**

As a rule, applications must be submitted online. Please note that online applications must be submitted **by 6 p.m. at the latest** on 18 June 2019.

The online applications must be received by 6 p.m. clock with us. After 6 pm an application is no longer possible, started transmissions are automatically canceled.

We recommend starting the application in good time and preparing all necessary documents beforehand.

Please also make sure you are using a stable network connection with sufficient speed and capacity to carry large amounts of data.

Further information on electronic application can be found in our FAQs:

<http://www.berlin.de/sen/kultur/foerderung/antragscenter/artikel.85073.php>

The link to the online form can be found on the internet at

<http://www.berlin.de/sen/kultur/foerderung/antragscenter/>

be called.

**Once the electronic application procedure is completed you will receive a PDF version of your completed application form as proof of submission (“Formularansicht” [form view]).**

**If you submit the application, including all supporting documents, online, no other documents should be submitted on paper.**

### **Documents to be submitted in German:**

- 1) The online application form must be completed in German
- 2) The attachment project description (Exposé) must in principle be submitted in German or German translation. Exceptionally, the Exposé can also be submitted in English. Please mention the language of the sample of an unfinished literary project in the project description.
- 3) Optionally a German Translation of the unfinished literary project can be submitted (as part of the attachment e). The total extent of the attachment e (20 pages) must not be exceeded.

All other documents could be submitted in the language of the sample of an unfinished literary project or in English

Please use German for your application form. The project description that is part of the supporting documents also needs to be submitted in German or with a German translation. Artists who wish to fill in the application form by hand in duly substantiated exceptional cases can collect the application documents in Room 4/B/1 at the Senate Department for Culture and Europe, Brunnenstraße 188-190, 10119 Berlin-Mitte, after making an appointment by telephone. In this case only (submission on paper), you can submit your application using the form attached to the information sheet.

You will need to submit the following supporting documents for the application:

- a) **Fully completed application form with personal details** (only for applications on paper; this form will automatically be included in online applications)
- b) **Artist's CV (2 MB maximum in the online form)**  
File name for the online application should begin with: CV applicant's name
- c) **Project description (2 MB maximum)** – Two pages maximum, e.g., on the work's thematic or aesthetic focus, the plans for continuing the work sample, etc. The project description can be identical with the abstract in the form. Please use German or add a German translation. Exceptionally, the Exposé can also be submitted in English.  
File name for the online application should begin with: Expose applicant's name
- d) **Sample of an unfinished literary project (approx. 20 standard pages) (6 MB maximum)** which the stipend is intended to support  
File name for the online application should begin with: AP applicant's name
- e) **Optionally, up to two further work samples (5 MB maximum) or/and German Translation from parts of the sample of an unfinished literary project (d);** please limit yourself here to 20 standard pages too.  
File name for the online application should begin with: WA applicant's name
- f) **Title, place of publication and medium of your publications over the past three years (2 MB maximum)** (print media, radio, film, TV, recording medium, etc.). This attachment can be a part of the Artist's CV (b).  
File name for the online application should begin with: Info applicant's name
- g) **Optionally, documentation and information on previous artistic work (4 MB maximum)**  
File name for the online application should begin with: DOKU applicant's name
- h) **A copy of the applicant's ID card (Personalausweis) or registration certificate (Meldebestätigung) issued by Berlin's residents registration office (2 MB maximum)**  
File name for the online application should begin with: MB applicant's name
- i) **A copy of the residence permit stamp in your passport for non-EU nationals living in Berlin (2 MB maximum)**  
File name for the online application should begin with: PASS applicant's name

#### **Allocation of funding**

The Senator responsible for cultural affairs will decide on the award of the stipends after consulting an advisory committee of experts (jury).

The composition of the jury will be determined after applications have been submitted, taking into account the languages of the text samples (announcement in September 2019). The names of reviewers and other persons who may assist the jury in their work will not be announced or published.

The decision will likely be made in January 2020. At this point, all applicants will be notified in writing via e-mail of the outcome of their application.

The names of the stipend holders will be published after applicants have been notified.

### **Exclusion**

Employees of the Senate Department for Culture and Europe and their family members, as well as jury members and their family members, are not allowed to apply.

### **Deadlines**

Exceptional applications on paper / additional supporting documents should be sent to:

**Senatsverwaltung für Kultur und Europa  
Referat I A – Förderung von Künstlerinnen, Künstlern, Projekten und Freien Gruppen  
- Bereich Literatur-  
Brunnenstr. 188-190  
10119 Berlin-Mitte**

The application deadline is **18 June 2019**. (The online application must be submitted by **6 p.m. at the latest**.)

The date of the postmark will count as the submission date. Applications received after this date will be disregarded.

In exceptional circumstances, applications and supporting documents may be submitted in person in Room 4/B/1. Opening hours for submission: Monday to Thursday from 9 a.m. to 12 p.m. and from 1 to 3 p.m., Friday from 9 a.m. to 12 p.m. and from 1 to 2 p.m. Please make a prior appointment by telephone at +49 (0)30 90228-536 or by e-mail.

If the application via the online form fails to submit, we would ask you to make an application on paper as an exception and to send the application form and the supporting documents as e-mail attachments prior to the deadline.

Applications will only be considered if they are complete. All information given will be treated confidentially and used only for selection and funding purposes.

### **After the jury's decision**

- All applicants will be notified in writing via e-mail of the jury's vote once the decision has been made (January 2020).

- You can collect any applications submitted on paper within 4 weeks after the decision has been made (Room 4/B/1). It is not possible to keep the applications longer or to return them by post. Opening hours for collection: Monday to Thursday from 9 a.m. to 12 p.m. and from 1 to 3 p.m., Friday from 9 a.m. to 12 p.m. and from 1 to 2 p.m. Please make a prior appointment by telephone at +49 (0)30 90228-536 or by e-mail. We do not accept responsibility for lost or damaged documents.

### **Additional information**

If the grant can be considered state aid, this funding is being awarded on the basis of Commission Regulation (EU) No. 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty on the Functioning of the European Union (General Block Exemption Regulation) (OJ L 187/1, 26/6/2014).

Companies that have not complied with a recovery injunction based on a previous Commission decision on the inadmissibility of an instance of state aid and its incompatibility with the internal market will not be granted individual aid.

**Contact / More information:**

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- Funding for literary projects and stipends -

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Web: <http://www.berlin.de/sen/kultur/foerderung/foerderprogramme/literatur/>