

INFORMATION SHEET

Global cultural exchange grants of the federal state of Berlin - all disciplines - 2025

The Berlin Senate Department for Culture awards - subject to the availability of funds - GLOBAL CULTURAL EXCHANGE GRANTS in all artistic disciplines for a period of three months for research and artistic work abroad.

There is one call for applications per year:

Deadline for applications for 2025:
5 September 2024 at 2pm (CET)

WHAT IS SUPPORTED?

The grants serve the artistic development of professional artists based in Berlin and are designed to support the cooperation with one or several chosen partner/institution(s) at any chosen destination worldwide. The cultural exchange grant for research and artistic work comprises a duration of three months, of which at least one month should be spent with/at the cooperation partner/institution abroad.

WHO CAN APPLY?

The funding is provided for professionally working artists of all disciplines who live, work and are registered in Berlin. Applicants need to have already proven themselves through their artistic work. Artists who are enrolled at a university or hold a permanent professorship cannot apply.

If your intention for an international cooperation fulfills all these criteria and you would like to apply, please read this whole information sheet carefully!

Funding volume

The Senate Department for Culture provides a grant of **2.500 € per month for a period of three months** (= altogether 7.500 €). The grant is intended to cover travel, living, accommodation and material costs. The Senate Department for Culture advises applicants to take out an international insurance.

Conditions

Support is provided to artists who have proven themselves through their artistic work and are planning a promising cooperation abroad. During the grant period, there is an **obligation to be present on site for at least one month**.

The grant is only to be carried out in cooperation with one or more cooperation partners abroad. This/these partner(s)/institution(s) should have a proven track record and a connection to the cultural scene of the respective country. The application must be accompanied by an invitation letter from the cooperation partner(s) specifying the support to be provided (e.g. provision of studio and/or accommodation, support with research, networking, artistic collaboration and/or future presentation).

Please note that all grants of the federal state of Berlin (work, research and cultural research grants) can be combined up to an amount of 24.000 € per calendar year. If you already know that you receive another grant in 2025, please state this in your application.

Allocation of funds

An independent expert jury decides on the applications to be funded. The choices are based on the artistic quality of the work, the quality of cooperation with the partner as well as the expected resonance and sustainability. The composition of the jury will be published on our website. We kindly ask you to refrain from contacting jury members. The results of the jury meeting will be communicated via email to all applicants in December 2024. **The names of the funded artists will be published.**

Application process

Applications as well as all attachments can only be submitted **online**. The online application form can be found here:

<https://fms.verwalt-berlin.de/egokuef/egokuefservice/main>

APPLICATION COMPLETION AID:

- Upon accessing the online application centre, please choose the following:
Förderbereich (area of funding): *Kulturaustausch*
Förderprogramm (funding programme): *Kulturaustauschstipendien GLOBAL*
- Please note that attachments can only be uploaded in these formats: **.docx or .pdf**
- Please note that the **online form needs to be filled in in GERMAN, attachments can be in GERMAN or ENGLISH**
- It is possible to include links to other files, such as photo-, video- or audio-files and make them accessible to the jury (password-protected, if necessary).

Further material on paper will not be accepted.

At the end of the application process a pdf-document of your application form is automatically being generated for you („Formularansicht“)

NECESSARY ATTACHMENTS

Please make sure to respect the limitation of pages for your attachments!
(If exceeded, your application cannot be considered.)

1. **Project description - max. 5 pages inkl. cover sheet**
max. 2 MB, docx-, pdf-file
Description of the subject and artistic aims of the international cooperation
file name: PB_Name Antragsteller:in

2. **Invitation letter from partner/institution abroad**
max. 2 MB, docx-, pdf-file
The invitation should contain the actual support provided (i.e. financial support, accommodation, networking and/or future presentation opportunities) as well as the address and a signature.
file name: EINLADUNG_Name Antragsteller:in

3. **Information on partner/institution abroad - max. 2 pages**
max. 2 MB, docx-, pdf-file
Short description/profile (i.e. from website)
file name: KOOP_Name Antragsteller:in

4. **Artistic CV - max. 5 pages incl. cover sheet**
max. 2 MB, docx-, pdf-file
The CV should include details on your artistic career, grants, awards and (a selection of) the most important artistic projects of the last three years
file name: CV_Name Antragsteller:in

5. **Proof of identity** (identity card or passport)
AND proof of principal residence in Berlin with actual address
(respective page of identity card/passport/residence permit OR confirmation from the Residents' Registration Office/'Meldebescheinigung')
max. 6 MB, pdf-file
Please make sure to also send the respective page of the passport document, which contains your Berlin address. If the passport document does not contain your Berlin address, please hand in a document (Residency permit and/or ,Meldebestätigung') which does.
Proof of identity AND Berlin registration address is mandatory! If you are unsure what to submit, please ask in advance!
file name: PASS_MB_Name Antragsteller:in

6. **Portfolio/Documentation of artistic work - max. 10 pages inkl. cover sheet**
max. 12 MB, docx-, pdf-file
file name: Portfolio_Name Antragsteller:in

SUBMISSION DEADLINE:
5 September 2024, 2 pm (CET)

Please note, that on the day of the submission deadline the application needs to be fully submitted by 2 pm (CET) including all attachments. We strongly advise you to submit your application in good time and have all necessary attachments ready beforehand.

For further information on submitting applications electronically, please see our FAQs:

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

Exclusion

Students, artists holding a permanent professorship, members of the jury and employees of the Senate Department for Culture and Social Cohesion and their family members are excluded from the application process.

Further information:

Please note that only applications which meet all criteria and are fully completed will be considered for the jury process. The Senate Department for Culture will NOT contact you, if you hand in incomplete or faulty applications. Missing documents will not be requested.

Exceeding the data volume or page numbers can lead to formal exclusion, so can missing documents (e.g. proof of residence in Berlin).

Please carefully check whether your application is complete before submission!

Subsequent submissions are only permitted if they were unavoidable (e.g. extension of residency permit, which was not issued in time).

All information given is treated confidentially and used exclusively for the selection and funding process. After completion of the selection process, all applicants will receive a written notification.

If the grant can be considered as state aid, the funding is 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.

Further information:

Sigrid Hilmer

Tel.: +49 30 90 228 - 745

E-Mail: Sigrid.Hilmer@kultur.berlin.de

Website: <https://www.berlin.de/sen/kultur/en/funding/funding-programmes/international-cultural-exchange/artikel.236096.en.php>