

**INFORMATION SHEET**  
**on the 2025 Fellowship Programme “Weltoffenes Berlin”**

**Deadline for submission/application**

**10 October, 2024 at 2 pm**

**Online applications must have been fully submitted by 2 pm. After 2 pm CET, submission is no longer possible; transmissions that have been started will be automatically cancelled.**

**WHAT IS SUPPORTED?**

In 2025, subject to the availability of funds, Berlin’s Senate Department for Culture and Social Cohesion will provide funding for **professional artistic collaborations** between a Berlin-based cultural institution and professional artists through **fellowships**. The programme addresses professionals, who have recently left or intend to leave their countries of origin due to the political or humanitarian situation.

**Cultural institutions and initiatives** can apply for the fellowships (maximum duration is one year), and should enable the fellows to gain access to work opportunities in Berlin.

**WHO CAN APPLY?**

Berlin-based cultural institutions and initiatives are eligible to apply. Individual persons are **not** eligible to apply.

**Objectives of the programme / Purpose of funding**

The programme focuses on collaborations between Berlin-based cultural institutions and initiatives and professional artists, who have left or intend to leave their countries of origin because:

- They feel personally threatened (due to political persecution or armed conflicts);
- They cannot continue their professional activity due to the current political situation (general repression, climate of intimidation, collapse of professional opportunities);

A grant of € 2,500 per month can be awarded for a maximum of 12 months.

A minimum of € 2,000 of the monthly grant have to be paid to the fellow on the basis of a contract between the two parties.

### Formal requirements

Cultural institutions and initiatives in Berlin may apply to organise fellowships of up to a year that aim to support professional artists. Within the framework of the fellowship, the artists working as a fellow is to be supported in developing a professional perspective through accompanying activities, depending on individual needs.

The fellowship aims to facilitate an independent artistic or creative work for the fellow though collaboration with a cultural institution. The institution is the one to submit the application. During the fellowship, the fellow will receive guidance and supervision according to his/her individual situation.

In case of funding, the cultural institution or initiative (host) is obliged to sign a contract (grant, employment or other contract) with the fellow. The contract can be negotiated between the institution and the fellow depending on individual needs.

The professional artist must have completed a relevant professional education and have worked, or is currently working in art, media, and culture on a professional level. A proof must be submitted (application form).

The following persons are particularly qualified as fellows within this programme:

- Persons holding a residence permit allowing them to be self-employed (Section 21[5] of the German Residence Act [*Aufenthaltsgesetz*]);
- Recognised asylum seekers;
- Asylum seekers whose request for asylum is currently being processed and who hold a temporary residence permit or a certificate confirming registration as an asylum seeker [*BüMA*];
- Migrants holding a residence permit granted for humanitarian reasons (Sections 22-25b of the German Residence Act [*Aufenthaltsgesetz*]) or an exceptional leave to remain [*Duldung*], provided they have registered within the past three years.

The fellows must be resident in Berlin by the time they start their fellowship.

**Not eligible as fellow are:**

- Students at a university or an institute of higher education in Germany
- Graduates from a German university or institute of higher education, who mostly lived in Germany after the graduation

### Volume of funding

For each fellowship, a monthly sum of up to € 2,500 will be paid for a maximum of 12 months. Of this amount, a maximum of € 500 per month will be available for material/production costs, while a minimum of € 2,000 must be used to cover (wholly or partially, as the case may be) payments to the fellow.

### Allocation of funding

Funding decisions will be made during a selection process based on the following criteria:

- Suitability and potential for development of the professional working in art, media, and culture who is the beneficiary of the funding, with due consideration being given to his/her personal risk level;
- Ability of the cultural institution submitting the application to organise the fellowship;
- Quality and sustainability of the planned collaboration.

An independent expert jury decides on the applications to be funded. 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.

### Submitting an application

You can submit the application form and upload the required documents online at:

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

Select the option “Spartenoffene Förderungen” in the choice field named “Förderbereich” on the first page of the electronic application form.

### NOTES regarding exclusion from the grant programme:

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

Incorrectly or incompletely uploaded identification, passport and/or registration / documents will lead to a formal exclusion from the funding programme.

When submitting your application, please make sure that you upload all the correct and necessary documents!

Only complete applications can be processed. Subsequent submission after 10.10.2024 2 pm CET is not possible.

**NOTES regarding the attachments:**

The following attachments (please use the file names) need to be uploaded:

1. Description of the host, including information on previous experience in supporting the target group

Max. 5 A4 pages (including the front page)

Maximum file size: 2 MB; authorized file formats: docx, pdf; authorised file name: Info\_ Name of Applicant

2. Description of the fellow's work and on the planned cooperation

Max. 10 A4 pages (including cover sheet)

Maximum file size: 2 MB; authorized file formats: docx, pdf; authorised file name: PB\_ Name of Applicant

3. Cost and financing plan using the template Musterfinanzierungsplan:

<https://www.berlin.de/sen/kultur/en/funding/funding-programmes/weltoffenes-berlin/fellowship-program-weltoffenes-berlin/>

Maximum file size: 500 kB; authorized file formats: docx, xls, xlsx, pdf; authorised file name: FP\_ Name of Applicant

4. Proof of Berlin residence of the fellow

Maximum file size: 2 MB; authorized file formats: docx, pdf; authorised file name: MB\_ Name of Applicant

5. Application Form completed by the fellow

<https://www.berlin.de/sen/kultur/en/funding/funding-programmes/weltoffenes-berlin/fellowship-program-weltoffenes-berlin/>

Maximum file size: 2 MB; authorized file formats: docx, pdf; authorised file name: AF\_ Name of Applicant

Max. 10 A5 pages

We advise to start the application process in good time and prepare all necessary supporting documents in advance.

Further information on the online application process can be found in our FAQs (in German):

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

### **Exclusion**

Staff members of the Senate Department for Culture and Social Cohesion, as well as their families, are not eligible to apply.

### **Additional information**

Information for foreign professionals working in art, media, and culture can be found on the online portal “touring artists” of the Internationale Gesellschaft der Bildenden Künste - IGBK (the German branch of the International Association of Art) and the German Centre of the International Theatre Institute (ITI):

<https://www.touring-artists.info/en/home/>

Please consult the information published by the Federal Office for Migration and Refugees - BAMF - for details on labour market access and conditions for refugees:

<http://www.bamf.de/DE/Infothek/FragenAntworten/ZugangArbeitFluechtlinge/zugang-arbeit-fluechtlinge-node.html>.

Applications will only be considered if they are complete and submitted before the deadline. All information will be treated confidentially and used only for the application process and funding purposes.

If the grant can be considered state aid, the funding is being awarded on the basis of Chapter I and Article 53 of Chapter III of the 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) (EU OJ L 187/1, 26.6.2014) as amended by Commission Regulation (EU) 2023/1315 of 23 June 2023 (EU OJ L 167, 30.6.2023) or on the basis of Commission Regulation (EU) 2023/2831 of 13 December 2023 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (EU OJ L, 2023/2831, 15.12.2023).

Companies or sectors are excluded from funding in the cases of Article 1 Para. 2, 3 and 5 GBER.

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 by the same Member State will not be granted individual aid.

Companies in difficulty are excluded from funding in accordance with Article 1 Para. 4 Letter c GBER. Companies in difficulty are companies to which at least one of the circumstances according to Article 2 No. 18 letters a-e GBER applies.

It should be noted that information about each individual aid of over EUR 100.000 is usually published in the European Commission's State aid transparency database or on a comprehensive national or regional aid website within six months of the date of granting of the aid. Reference is also made to the reporting obligation in accordance with Article 11 GBER.

### **Contact / Further information**

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Website: <https://www.berlin.de/sen/kultur/foerderung/foerderprogramme/weltoffenes-berlin/>

### **Individual consultations in the framework of the programme “Weltoffenes Berlin” for interested cultural institutions and initiatives**

Dates by appointment only!

- **Touring Artists: Individual consultations at the International Theater Institute Center Germany (ITI)**  
Contact: Sebastian Hoffmann  
E-Mail: [beratung@touring-artists.info](mailto:beratung@touring-artists.info)  
Web: <https://www.touring-artists.info/home/beratung/>
- **Landesmusikrat Berlin e.V.: Information about Berlin’s Music Scene - Personal Advice and Accompaniment**  
Contact: Alice von Butler  
Phone: +49 (0)157 542 87 569  
E-Mail: [butler@landesmusikrat-berlin.de](mailto:butler@landesmusikrat-berlin.de)  
Web: <https://www.landemusikrat-berlin.de/projekte/musikarbeitsmarkt-transnational/>
- **Willkommenszentrum des Berliner Senats: Residence law advice**  
Contacts: Yvonne Veith / Huy Don Ho Pham  
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Web: <https://www.berlin.de/willkommenszentrum/>