

**INFORMATION SHEET**  
**Multi-sector funding**  
**Festivals and series (1-2 years)**  
(Funding starts in March 2024)

Please read the whole sheet carefully and take note of all formal requirements.  
Please note that applications which do not meet the requirements will be excluded from the jury process and formally rejected.

Subject to the availability of funds, Berlin's Senate Department for Culture and Social Cohesion awards funding to arts and cultural projects to be realised in Berlin. Projects from all artistic disciplines can apply, inter- and transdisciplinary projects as well as projects from one discipline.

**Target group**

These funds are primarily intended to support members and stakeholders of Berlin's so-called "independent arts scene." Natural persons and legal entities based in Berlin and professionally engaged in artistic or curatorial work are eligible to apply.

**Purpose of funding**

The goal is to promote arts and cultural projects that correspond to Berlin's self-image as an open, creative, history-conscious metropolis.

Support is granted to projects that cannot be or are not adequately funded by regular funding programmes of the Senate Department for Culture. The projects have to be developed and publicly presented in Berlin. The majority of artists involved have to be based in Berlin.

Applications may be submitted for:

- A series or similar events (a minimum of three different events is mandatory)
- Festivals
- A special programmatic focus (e.g. special anniversary)

**Eligibility and conditions**

Natural persons or legal entities, registered in Berlin, are eligible to apply. The majority of artists involved in the project or the venue applying for funds have to be based in Berlin (**registration in Berlin is mandatory!**).

The application form and all its attachments have to be submitted **in German**, with the exception of the *CV of the artistic director(s)* and of *participating artist(s)* which, if necessary, can be in English.

Please consider minimum fees (“Honoraruntergrenzen”) for artists in the financing plan and an adequately proportion between artists’ as well as other fees (project management). The financing plan must be balanced (i.e. income equals expenses).

**Funded projects must be realised and publicly presented in Berlin in the years in which they receive funding.**

People with disabilities are legally entitled to full participation in cultural life, especially when it comes to access to cultural events and activities. If you are planning accessible events, please indicate your target group and which expenses in pursuit of this goal are part of your financing plan. An initial consultation on the topic of diversity can be held with the Berlin Office for Diversity Development in the cultural sector (DAC) via: <https://diversity-arts-culture.berlin/>

Please note that applications which do not meet the requirements will be excluded from the jury process and formally rejected.

Not eligible are:

- Projects taking place outside of Berlin
  - Profit-oriented, commercial projects
  - Single projects (e.g. one exhibition, one concert or one dance performance)
  - Projects that could be realised with funds from Berlin’s cultural institutions as part of their regular activities
  - Applications for purely institutional funding
  - Awards, Award-ceremonies and artists’ grants
  - Entire annual programmes
  - Purchases (for libraries, museums, and archives), the restoration of art objects, printing costs (except for catalogues as part of the funding for an exhibition), the digitalisation (production of digital copies) and archiving of art objects and collections, the maintenance of websites and apps, and the production of films (except purely artistic films)
  - Projects for which the Berlin Senate already provides relevant funding instruments
  - Ongoing projects which have already been funded within this programme in three successive years (i.e. a fourth year of funding)
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- Projects that were already granted (partial) funding from the Senate Department for Culture (e.g., Musicboard, inm, DKLB Stiftung (LOTTO))

- Students (exceptions will be made, if the applicant is extrajurisdictional by the time the funding period starts)
- Digital presentation formats (e.g. streaming) without a live presentation in a Berlin venue

**Please note:**

Complementary funding from the EU, on borough level, from the federal government or the Capital City Cultural Fund (Hauptstadtkulturfonds) is permitted.

Funding can only be granted to projects that have not yet started. The earliest starting date for a project is March 2024. Projects must be realised and publicly presented until the end of 2025.

There is no entitlement to funding.

### Funding volume

There is no minimum or maximum amount of funding.

Priority will be given to artistic (co-)productions. Applicants who are not receiving institutional funding can also apply for project-related support for rent and other running costs such as personnel and material expenses.

The funding only covers expenses in Berlin or directly connected with the part of the project taking place in Berlin.

In justified cases, funding may be granted for two years.

**New! Please note that projects can apply for one year (2024 or 2025) or two years (2024 + 2025). In case of perennial projects the annual totals are binding, funding, which is not used in the first calendar year, cannot be transferred to the following year.**

### Selection process and allocation of funds

An independent, interdisciplinary expert jury will decide on the number of projects to be funded and their funding volume. Funding decisions are based on the following criteria:

- Artistic quality and the jury's professional evaluation of the project proposal
- The value of the project in the context of Berlin's cultural offerings
- Lasting impact beyond the project itself (including structural reinforcement of "anchor positions" of the independent arts scene, dealing with key topics, initiating new discourse or alliances)
- Appropriate budgeting (e.g. adequate proportion between artists' as well as other fees (project management))

The jury consists of 14 people, 7 of whom will attend the jury meetings: Saskia Assohoto, Nabil Atassi, Melmun Bajarchuu, Zuri Maria Daiß, Lizza May David, Ibou Coulibaly Diop, Golschan Ahmad Haschemi, Raphael Moussa Hillebrand, Katalin Krasznahorkai, Svealena Kutschke, Shanti Suki Osman, Oliver Steidle, Anna-Lena Wenzel, Thomas Zandegiacomo Del Bel.

The final decision on the allocation of funds is expected in Mid-February 2024 and all applicants will be informed **by e-mail**. In case of group applications, the individual members should grant one person the authority to communicate on their behalf.

### Application deadline

#### Please note: change of time

The application deadline is **1 December 2023 at 2 pm** (local Berlin time). Applications that have not been fully submitted by 2 pm cannot be accepted.

Within this application period, you can then apply for projects in 2024 and/or 2025. There will be no further deadline for 2024. Please note that as of the application year 2024, we will change our funding system and switch to **one** annual application deadline for funding for the following calendar year(s) (one or two year(s)). The next call for proposals is expected to be published in summer 2024 for projects in 2025 and 2026.

### Application procedure

Please submit your application and all supporting documents **electronically**. Please do not forget to enter your website address in the form, if you have one. The online application form (where you can also upload your supporting documents) is accessible here:

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

Please enter a **precise and informative description** of your project (“Projekt-Kurzbeschreibung”) into the application form (max. 1,900 characters including spaces and paragraphs), taking the following questions into account:

- What are the specific objectives of the project? Who is your target group?
- What is your project format (series, festival, programme focus)?
- How do you want to realise your goals artistically? (Please name your project partner, if applicable, and clearly mark whether your application is for a two-year project.)

Please note that the following information will be published in case of the allocation of funds: project title, name and homepage of the applicant, short project description, funding amount, venues and project format.

For further information please see our homepage

<https://www.berlin.de/sen/kultur/foerderung/foerderprogramme/foerderergebnisse/sparte/offene-foerderung/>

Please make sure that all amounts entered in your application form must correspond to the amounts in your attached financing plan. In case of discrepancies the entered data from your application form will be considered as binding!

The online application must include the following supporting documents/attachments:  
Please note that applications have to meet all the requirements to assure a fair jury process.  
Applications which do fulfil all requirements will be excluded from the jury process and formally rejected.

**1. Detailed project description**

(max. 10 DIN A4 pages (incl. cover sheet, photos etc.) or max. 12 MB, docx or pdf file)

Please use the template for the project description with information on how to complete available online.

*Filename for the online application: PB\_Name of the applicant\_2024*

**2. Financing plan (Use of template is mandatory!)**

(max. 2 MB, xlsx or pdf file)

**In case of perennial projects the annual totals are binding. Funding, which is not used in the first calendar year, cannot be transferred to the following year.**

Please use the financing plan template available online.

*Filename for the online application: FP\_Name of the applicant\_2024*

**3. Confirmation of at least one presentation venue**

Please use the template for the confirmation of the presentation venue available online.

The confirmation must include specific dates (incl. calendar year). Projects must be realised and publicly presented in 2024 respectively in 2024 and 2025.

(max. 2 MB, docx or pdf file)

*Filename for the online application: PO\_Name of the applicant\_2024*

**4. CV of the artistic director(s) and of the participating artists**

(max. 2 MB, docx, or pdf file)

Please also indicate the place where each of the participating artists lives and works.

*Filename for the online application: CV\_KL Beteiligte\_Name of the applicant\_2024*

**5. A copy of the valid ID card (front and rear side, Personalausweis) / registration certificate (Meldebestätigung) of the applicant(s) (if proof of Berlin address is not included in ID document or passport) or**

**a copy of the extract from the register of companies / associations for legal entities (e.g. associations, UG, gGmbH)**

(max. 2 MB, docx or pdf file)

*Filename for the online application: MB\_Name of the applicant\_2024*

**Please note: Only complete applications can be processed. Subsequent submissions after the deadline are not permitted. Applications which do not comply with all described requirements are excluded from the jury process and formally rejected. When submitting your application, please make sure that you upload all necessary documents correctly and in a legible manner.**

Please **do not** send any additional application materials by post. Only the supporting documents uploaded with your online application will be submitted to the jury.

All information given is treated confidentially and used exclusively for the selection and funding process.

### Application deadline

**The application deadline is 1 December 2023 at 2 p.m.**

Please note: **Online applications must be fully submitted by 2 pm (local Berlin time). It is not possible to submit the application after 2 pm, data transfers which were started but not completed are automatically cancelled.**

We strongly advise you to submit your application in good time and have all necessary attachments ready beforehand.

Please also make sure that you use a stable network connection with sufficient speed and capacity to upload large amounts of data. For further information:

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

### Exclusion

Members of the jury, employees of the Senate Department for Culture and Social Cohesion, and their family members are not allowed to apply.

### Please note:

According to the UN Disability Convention and the equality laws of the Federal Republic of Germany and the federal state of Berlin, cultural offerings should be accessible to people with disabilities. After reviewing the checklist for accessible exhibitions at <https://www.berliner-museumsverband.de/fg-inklusion/>, please indicate the groups for which your event will be accessible and how the venue and the project will meet their needs. This should also be reflected in your advertising for the event.

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 / Further information:

If you have any questions please do not hesitate to contact us via e-mail or phone. We look forward to helping you.

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