



Senate Department for Culture and Social Cohesion

Department of Culture

Division I B - Theatres, orchestras, dance, literary institutions and interdisciplinary institutions

Division I C - Visual arts institutions, memorials and museums

INFORMATION SHEET

MULTI-SECTOR FUNDING FOR PROJECTS OF INSTITUTIONS (1-2 YEARS)

(FUNDING STARTS IN JANUARY 2025)

The application deadline is 16 July 2024 at 2 pm (local Berlin time).

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 in various disciplines, as well as inter- and transdisciplinary projects, to be realised in Berlin.

Target group

Eligible to apply are all subordinate institutions, institutions without legal capacity and foundations under public law for which Berlin's Department for Culture is responsible. Included are also cultural institutions financed by Berlin's districts; furthermore cultural institutions organised under private law that receive institutional funding from the federal government (Bund), the Federal State of Berlin (Land), the Districts or the German Lottery Foundation Berlin (DKLB).

To be eligible to apply, cultural institutions organised under private law and receiving long-term funding must:

1. receive a structural grant
2. have their own producing house and event venue
3. have their own curated programme.

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 and programmes that cannot be or are not adequately funded by regular funding programmes of the Senate Department for Culture, e.g., co-productions, series (a minimum of three different events is for series mandatory) and individual projects (such as exhibitions, theater productions, as well as digital formats etc.). Projects have to be developed and publicly presented in Berlin.

Eligibility and conditions

You may submit an application if you are a Berlin-based institution.

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 the participating artists, which, if necessary, can be in English.

Please consider exhibition fees and minimum fees ("Honoraruntergrenzen") for artists in the financing plan (please see "Empfehlungen für Honoraruntergrenzen" - only in German).

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

With respect to theatre or dance performances in addition to the première three more shows have to be granted in Berlin (by confirmation of the presentation venue).

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 list expenses in pursuit of this goal in your financing plan.

An initial consultation on diversity issues can be held with the Berlin Office for Diversity Development in the cultural sector (DAC) via [their website](#).

Not eligible are:

- Projects which have already started
- Profit-oriented, commercial projects
- Projects that could be realised with funds from Berlin's cultural institutions as part of their regular activities
- Application 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 the production of films (except purely artistic films)
- Projects and programmes for which the Berlin Senate already provides relevant funding instruments
- Projects that were already granted (partial) funding from the Senate Department for Culture (e.g., Musicboard, inm, DKL B Stiftung (LOTTO))
- Digital presentation formats (e.g. streaming) without a live presentation in a Berlin venue
- Ongoing projects which have already been funded within this programme in three successive years (i.e. a fourth year of funding).

Please note:

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

The earliest starting date for a project is January 2025. Projects can be realised and publicly presented until the end of 2026.

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 receiving institutional funding can apply for project-related support for rent and other running costs such as

personnel and material expenses only if this is not covered by their existing regular funding. The funding only covers expenses in Berlin or directly connected with the part of the project taking place in Berlin.

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 (projects involving cooperation between institutions and the independent arts scene will be given greater priority if the institution also commits funds of its own)
- Appropriate budgeting (e.g. adequate proportion between artists fees and overhead costs)

The jury consists of 14 people, 7 of whom will attend the jury meetings.

The final decision on the allocation of funds is expected in Mid-November 2024 and all applicants will be informed by e-mail. Please note that the following information will be published on [our homepage](#) in case of allocation of funds: project title, names of the applicants and funding amount.

Application deadline and procedure

The application deadline is 16 July 2024 at 2 pm (local Berlin time)

Within this application period, you can apply for projects in 2025 and/or 2026. There will be no further deadline for 2025. The next call for proposals is expected to be published in summer 2025 for projects in 2026 and/or 2027.

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](#).

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 to 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.

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. Please refrain from submitting additional information and printed material (brochures, catalogues, CDs, DVDs, books, etc.). These can be uploaded for the jury as a PDF file on your website (if necessary, with a password).

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

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:

1. What are the specific objectives of the project? Who is your target group?
2. How do you want to realise your goals artistically? (Please name your project partner, if applicable, and clearly mark whether it is a two-year project.)

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!

For further information:

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

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.

1. Detailed project description

(max. 10 DIN A4 pages or max. 12 MB, docx or pdf file)

Please use the template for the project description available online.

Filename for the online application: PB_Name of the applicant

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 consider an adequate proportion between artists' as well as other costs (project management). Finally the financing plan has to be balanced (income = expenses).

Please use the financing plan template available online.

Filename for the online application: FP_Name of the applicant

3. Confirmation of at least one presentation venue

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

(max. 2 MB, docx or pdf file)

Filename for the online application: PO_Name of the applicant

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

(max. 1 MB, docx or pdf file)

Filename for the online application: CV_KL Beteiligte _Name of the applicant

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.

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:

Telephone consultation about the call for applications is available Tuesdays and Wednesdays from 2:30 to 4:30 p.m.

Theatres, orchestras, dance, literary institutions, and interdisciplinary institutions (Division I B):

Kathrin Marx

Kathrin.Marx@kultur.berlin.de

030-902 28 447

Katia Noiosi

Katia.Noiosi@kultur.berlin.de

030-902 28 358

Visual arts institutions, memorials and museums (Division I C):

Janina Abschlag

Janina.Abschlag@kultur.berlin.de

030-902 28 512