

## **INFORMATION**

### **on applying for work stipends in the visual arts for 2024**

**The application deadline is 07. September 2023 at 6:00 pm.**

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The Senate Department for Culture and Community awards - subject to available funds - **working grants of 8 months or 12 months (€16,000 or €24,000) for 2024** in the field of contemporary visual arts (works on paper/drawing, sculpture, artistic film/video, installation, interdisciplinary art, sound art, urban art/art in urban space, artistic photography, painting, digital art/media art, performance). The exact number of scholarships to be awarded is expected to be announced in the fall of 2023 after the Senate of Berlin has finalized 2024 budget.

#### **Eligible persons / Target group**

Funding is available for professional visual artists whose primary residence is Berlin. Artists who are enrolled at a university at the time of application (also with the aim of obtaining a doctorate) or who work as a full professor at a university cannot apply.

Designers, set designers, scenographers, as well as directors, scriptwriters and cinematographers in the field of documentaries and feature films are not eligible to apply. Funding is provided exclusively for the above-mentioned sub-sectors. In the case of media artists, a connection to the visual arts (predominant presentation of work in exhibition contexts) must be clear from the curriculum vitae. In the case of cross-disciplinary artists, the focus of their work must be in the field of visual arts.

#### **Purpose of funding**

The grants are intended for artistic development. Support is given to artists who are striving for their further artistic development or specific work projects (e.g. working on a specific theme, opening up new/different working techniques, etc.).

#### **Prerequisites and conditions**

1. Visual artists who have completed artistic studies and/or can demonstrate several years of artistic activity in the field of visual arts are eligible. Criteria for the award of a scholarship are primarily quality, creative power and continuity.
2. Applications are possible for individual artists, artist duos and artist groups. groups of artists. From the submitted documents it must be evident, if applicable,

that the duos or groups have been working predominantly together for several (at least 2) years. Duos and groups that have just formed for the purpose of submitting an application are not eligible to apply.

3. Applications are generally possible **in a two-year rhythm**, i.e. for those who apply for 2024, an application for the working fellowship is only possible again for 2026. Artists who last applied for 2022 or earlier may apply again. Individuals who most recently applied for the 2023 work scholarship are not eligible to apply.
4. The scholarship holders are obligated to maintain their first place of residence in Berlin during the application process and for the duration of the scholarship. The Senate Department for Culture and Community must be informed immediately of any change of residence.
5. An application for the working scholarship is possible even if the applicant has applied for other scholarships.
  - A combination of the working grant with the research grant for visual arts from the Senate Department for Culture and Community is generally excluded.
  - All other fellowships of the State of Berlin (working fellowships, fellowships of other disciplines and cultural exchange fellowships) can be combined up to an amount of 24,000 € per year.
  - The work scholarship cannot be combined with scholarships of the Stiftung Kunstfonds Bonn or with scholarships from Corona funds of the Federal Government for the year 2024 (e.g. NEUSTART).
  - Combinations with project funding are permitted.
  - The working scholarship can be combined with other grants from domestic and foreign sponsors not specifically named here.
  - Fellowships already approved for the year 2024 must be indicated in the application form. Likewise, all other grants received in the last 3 years must be indicated in the application form.
  - There is an obligation to notify immediately in the event of the prospect or receipt of further fellowship grants from a third party (please email to [bk.stipendien@kultur.berlin.de](mailto:bk.stipendien@kultur.berlin.de)).
6. Foreign nationals who are not from an EU country, but who live in Berlin, may apply only if there is no note from the immigration authorities in their passport/ID barring them from freelance work.

**If necessary, please inform yourself before submitting your application whether this funding will be offset against transfer payments (e.g. according to SGB II or e.g. housing benefit). Unfortunately, the Senate Department for Culture and Community cannot make any statements in this regard.**

### **Exclusion**

Members of the jury as well as employees of the Senate Department for Culture and Community and their relatives are excluded from submitting applications.

For information on the exclusion of double funding, see above.

### **Stipend allocation**

An independent jury will decide on the applications. The members of the jury will be announced at a later date.

We kindly ask you to refrain from personal contact with the jury members in the run-up to the procedure.

All applicants will be informed of the outcome of the jury meeting by e-mail. The names of the funded artists will be made public. We ask that you refrain from inquiries before the emails (approximately December 2023) are sent to all applicants.

### **Scope of funding**

The expected working fellowships to be awarded are endowed with €16,000 ( 8 months) or €24,000 (12 months) each and will be paid in monthly installments à €2,000. The jury may, at its discretion, reduce the period requested by you from 12 to 8 months.

The fellowship will also enable participation in a group exhibition, a catalog contribution, and a supporting program. A factual report/evaluation form must be completed at the end of the fellowship.

### **Application procedure**

Applications can only be submitted online at:

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

It is not possible to send the application documents via email or post.

Please include a brief but precise and informative project description of the planned project in the online application form under the heading “Projekt-Kurzbeschreibung” (in German; 1.900 characters maximum, including spaces and paragraphs), taking into account the following questions:

- a) What is unique about your artistic work? Why are you applying for a work stipend right now?
- b) What project would you like to focus on during the stipend period?

### **Attachments to the application form / checklist**

The application form and the brief description of the project contained therein must be submitted in German language. All other application documents (detailed explanation work project, CV with portfolio) can be submitted in English if necessary. Please be sure to indicate your website in the application form.

In addition to the application form, the following attachments must be uploaded:

1. **Detailed description of your project**  
(max. 5 MB, pdf-file, max. 2 DinA4 pages)  
Please include answers to the questions above here, too.

*File name for online applications: AV\_Name of Applicant\_2024*

ATTENTION: The maximum number of pages must be adhered to! For applications from duos or groups, the maximum number of pages is also 2 A4 pages.

**2. Artistic curriculum vitae with portfolio**

(max. 10 MB, pdf-file, max. 10 DinA4-pages)

Including stipends, awards, list of solo and group exhibitions. Please focus on work from the last three years!

*File name for online applications: CV\_Name of Applicant\_2024*

In the case of group applications, the CVs must be merged into one file.

ATTENTION: The maximum number of pages must be observed! A cover page is not provided. The maximum number of pages for group applications is also 10 A4 pages.

**3. Proof of identity** (identity card, passport document or passport substitute) **and proof of main residence in Berlin with registration address** (corresponding page of the identity card or residence title OR registration confirmation of the registration office).

(max. 6 MB, pdf-file)

*File name for the online application: MB\_Name Applicant\_2024*

Please also copy the back of your ID card or the corresponding page in your passport or passport replacement if it contains information about your Berlin address. A copy of your German passport is NOT sufficient if it does not contain your specific registration address. Then you have to send in an additional Meldebestätigung from the Einwohnermeldeamt (or "Anmeldung"). If your residence document contains your registration address, a copy of the corresponding page is sufficient.

Proof of the exact registration address is mandatory,

In the case of group applications, the confirmations must be combined in one file.

If you do not have a current certificate of registration (Meldebestätigung des Einwohnermeldeamtes), it is possible to receive a certificate of registration online for a fee:

<https://service.berlin.de/dienstleistung/120702/>

**4. For non-EU citizens: copy of the residence title or certificate of right of residence (if not included in the passport).**

(max. 4 MB, pdf-file)

File name for the online application: PASS\_ Name Applicant\_2024

**5. Only for group applications (but mandatory there):** GbR contract for existing GbR OR GbR declaration with signature of all group members for groups that formally join together as a GbR only to apply for the work scholarship:

A fellowship is a person-based grant. Therefore, only natural persons and GbR are legal forms eligible to apply. Associations or similar are not eligible to apply. The declaration must be signed - as the registration address of all group members must be sent in - by all participating applicants. If there is already a GbR contract, please submit a copy of it. A form for a declaration of GbR affiliation can be downloaded from the scholarship website:

<http://www.berlin.de/sen/kultur/foerderung/foerderprogramme/bildende-kunst/artikel.59934.php>

(Max. 2 MB, pdf file)

*File name for the online application: GbR\_Name Applicant\_2024*

### **Deadline for the submission of applications**

**The deadline for submissions is 07 September 2023, 6 p.m.**

Please note: Online applications must be received by 6 p.m and cannot be sent after this time. Any uploads in progress at that time will be terminated automatically.

### **Important information for the application**

Only fully submitted and formally valid applications will be admitted to the jury procedure. Missing documents will not be requested. Please check your application carefully for completeness before sending it electronically. Subsequent submissions are permitted until the end of the application period at the latest, provided they are unavoidable and absolutely necessary (e.g. extension of residence permits issued by the relevant authorities only after submission of the application).

Please include a link to your website (if you have one) on your online application form. Please note that only current file formats can be uploaded (.pdf).

Photos and videos that cannot be uploaded (e.g., mp4 formats) in the online application should be made accessible on your website.

Additional documents or material on paper are not being accepted.

We strongly recommend that you start the application process in good time and prepare all the necessary documents in advance. You have several weeks to do this. Submitting an application on the last day of the application deadline is not recommended, as experience has shown that upload times can be delayed. We would like to point out that applicants are responsible for submitting the application on time.

Please also ensure that you use a stable network connection with sufficient speed and capacity for transferring large amounts of data.

For further guidance on submitting applications electronically, please see our FAQs.

Technical questions on submitting applications electronically:

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

Content-related and organizational questions about the funding program:

<https://www.berlin.de/sen/kultur/foerderung/foerderprogramme/bildende-kunst/artikel.59934.php>

Only materials that meet the stated requirements will be considered for evaluation.

All information will be treated confidentially and will be used exclusively for funding purposes.

**Additional information**

All information given will be treated confidentially and used only for selection and funding purposes.

Under the UN Convention on the Rights of Persons with Disabilities and equality legislation of the German federal government and the federal state of Berlin, cultural programs must be made accessible to persons with disabilities. Please consult the contents of the checklists for accessible exhibitions at [www.lmb.museum/barrierefreiheit](http://www.lmb.museum/barrierefreiheit) (in German) and specify which parts of your event are accessible to which groups (see template “Confirmation issued by the location where the presentation is to be held”; in German). This also applies to advertising measures.

“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.”

**Contacts / further information:**

Please read the information sheet and the FAQs carefully first. If you have any further questions, a contact person is available during the following office hours:

Tuesday/Thursday/Friday from 11:00h -16:00h.

Julia Wagner

Phone: (030) 90 228 798

E-Mail: [BK.stipendien@kultur.berlin.de](mailto:BK.stipendien@kultur.berlin.de)

Internet: <http://www.berlin.de/sen/kultur/foerderung/foerderprogramme/bildende-kunst/artikel.59934.php>