



Senate Department for Culture and Social Cohesion
Division I A - Funding for Artists, Projects and Independent Groups

INFORMATION SHEET

FOR A CULTURAL EXCHANGE GRANT OF THE FEDERAL STATE OF BERLIN 2025/2026 COMIC - PARIS

The Berlin Senate Department for Culture awards - subject to the availability of funds - a CULTURAL EXCHANGE GRANT for comic-artists for a stay at our partner institution [Cité Internationale des Arts](#):

1 grant for six months: November 2025 - April 2026

DEADLINE FOR APPLICATIONS FOR 2025: 5 SEPTEMBER 2024 AT 2 PM (CET)

WHAT IS SUPPORTED?

The grant serves the artistic development of comic artists based in Berlin. The stay abroad should enable the artists to gain an understanding and knowledge of the cultural scene of the residency city, to study current developments of the local scene, to network, exchange ideas, gain inspiration and to realise an artistic project on site. The Cité Internationale des Arts provides a studio flat.

WHO CAN APPLY?

The funding is provided for professionally working artists in the field of comic who live, work and are registered in Berlin („Erstwohnsitz“). Applicants need to have already proven themselves through their artistic work. Artists who are enrolled at a university cannot apply, not even with the aim of obtaining a doctorate. Artists who hold a professorship at the time of the exchange are not eligible to apply. Former grantees can re-apply, if their last grant ended two years ago (September 2022 or before).

If you fulfil all requirements and would like to apply, please read this whole information sheet carefully!

Funding volume

The Senate Department for Culture provides the following:

A monthly grant of **€ 2.500 (for living, travel, material costs) for the period of six months** plus use of a studio flat at the Cité Internationale des Arts. The annual studio and programme fee is directly paid by the Senate Department for Culture. During the artist's residency, the staff at the Cité looks after the Berlin artist and arranges contacts to the local scene on request. The local office of the Goethe Institut might also be able to assist. Events organised by the Cité (i.e. studio visits, artists' talks) offer opportunities for Berlin artists to present their work to an international audience. Please note that the Cité is not liable for the luggage, any personal belongings or art works of the Berlin artists. Therefore, we highly recommend taking out appropriate foreign insurances (including health insurance).

Conditions

Support is provided to artists who have proven themselves through their artistic work and who provide proof of this with samples of their work. Applicants should be able to communicate in French. Presence on site is compulsory for the duration of the grant.

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

The cultural exchange grant for comics of the federal state of Berlin cannot be combined with a grant for comic artists of the German Literature Fund (Deutscher Literaturfonds) in the same funding period.

Allocation of funds

An independent expert jury appointed by Berlin's Senate Department for Culture and Social Cohesion will select the candidate, and the representatives of the Cité confirm the selection.

The names of the jury members will be announced in due course. We kindly ask you not to contact the jury members in advance of the procedure.

You are expected to receive notification of the selection results in January 2025. All applicants will be notified of the result in writing by email. The names of the funded artist will be published.

Application process:

Applications as well as attachments can only be handed in online. The **online application** centre can be accessed via [this link](#).

APPLICATION COMPLETION AID

Upon accessing the online application centre, please choose the following:

Förderbereich (area of funding): **Kulturaustausch**

Förderprogramm (funding programme): **Kulturaustauschstipendium - Comic - Paris 2025/2026**

- Please do not forget to **include link(s) to your website(s)**.
- Please note that attachments can only be uploaded in these formats: **.docx or .pdf**
- The **online form** and the **brief description** of the project contained therein (synopsis or scenario, maximum 1,900 characters including spaces) must be submitted **in German**.
- The **detailed description** of the project (Annex 2) must be submitted **in German**, too.
- Please submit the attached **application form (Annex No. 1) in ENGLISH**.
- All other attachments can be submitted 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 online (password-protected, if necessary).
- Further material on paper will not be accepted.
- At the end of the electronic application process, you will receive a PDF version of your completed application form („Formularansicht“) as proof, as well as an automatic confirmation of receipt to your e-mail address.

NECESSARY ATTACHMENTS

Please make sure to respect the limitation of pages for your attachments! If exceeded, your application cannot be considered. Pictures and cover sheets count!

1. Application form (to be completed in English!)

The form from the website is to be used.

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

File name: APF_Name Antragsteller:innen

2. Project description - Maximum 10 pages

Description of the content of the project (topics, objectives, etc.) **in German**.

Please also address the following questions:

- a) What is special about the concept of your project and how do you intend to realise it?
- b) Desired activities during the fellowship abroad (e.g. professional exchange, specialist course, open studios/exhibition or similar).
- c) What goals and artistic development or longer-term impact are you aiming for?
- d) Only in the case of events: Schedule, participating artists, experts.

ATTENTION: Please make sure to respect the limitation of pages!

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

File name: PB_Name Antragsteller:innen

3. Artistic CV - Maximum 5 pages

The CV should include details on your artistic career, grants, awards and the most important exhibitions or publications of the last three years if applicable (**in German or English**).

ATTENTION: Please make sure to respect the limitation of pages!

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

File name: CV_Name Antragsteller:innen

4. Portfolio of artistic work - Maximum 10 pages

Publications in the last few years or meaningful samples of your work if you have not yet published a comic. In the case of works that are currently easily accessible, the bibliographical details are sufficient. Please focus on works from the last three years (**in German or English**).

ATTENTION: Please make sure to respect the limitation of pages!

(max. 12 MB, docx-, pdf-file)

File name: Portfolio_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 (front and back) /passport OR
- confirmation from the Residents' Registration Office/'Meldebescheinigung')

Please also make sure to 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 (Aufenthaltsdokument or Meldebestätigung) which does.

Proof of identity AND Berlin registration address is mandatory! If you are unsure what to submit, please **ask in advance!**

(max. 2 MB, pdf-file)

File name: PASS_MB_Name Antragsteller:in

6. For citizens of non-EU states:

Copy of the valid residence permit (Aufenthaltstitel) or certificate of **right of residence.**

(2 MB maximum, pdf-file)

File name for the online application: AT_name applicant

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

Please note: Online applications must be **fully submitted by 2 pm.** After 2 pm, an upload is no longer possible; transmissions that have been started are automatically cancelled.

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](#).

Exclusion

Students are not eligible to apply, not even with the aim of obtaining a doctorate. Artists who hold a professorship at the time of application are also not eligible to apply.

Members of the jury and employees of the Senate Department for Culture and Cohesion and their family members are excluded from the application process.

Further information:

- Please note that only applications that 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 identity, proof of first 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).

If the grant can be considered a state aid, the funding is granted in accordance with the requirements of Chapter I and on the basis of Art. 53 of Chapter III of the General Block

Exemption Regulation (EU) No. 651/2014 of 17 June 2014 (EU OJ L 187/1 of 26 June 2014) in the version of Commission Regulation (EU) No. 2023/1315 of 23 June 2023 (EU Official Journal L167/1 of 30 June 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 Official Journal L, 2023/2831, 15.12.2023 L).

Companies or sectors are excluded from support in the cases of Art. 1 (2), (3) and (5) GBER.

No individual aid may be granted to a company that has not complied with a recovery order based on an earlier Commission decision declaring aid granted by the same Member State to be unlawful and incompatible with the internal market.

Companies in difficulty pursuant to Art. 1 (4) (c) GBER are excluded from funding.

Companies in difficulty are companies to which at least one of the circumstances according to Art. 2 No. 18 a-e GBER applies.

It should be noted that information on any individual aid exceeding EUR 100,000 is generally published in the European Commission's State aid transparency database or on a comprehensive national or regional state aid website within six months of the date on which the aid was granted. Reference is also made to the reporting obligation pursuant to Art. 11 GBER.

Further information:

Antje Glawe

Tel.: +49 30 90 228 - 676

E-Mail: Antje.Glawe@kultur.berlin.de

Website via [this link](#)