



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

## INFORMATION SHEET

### FOR WORK STIPENDS IN THE FIELD OF COMIC 2025

In 2025, the Berlin Senate Department for Culture and Social Cohesion awards – subject to the availability of funds – work stipends for comic artists in Berlin.

**DEADLINE FOR APPLICATIONS FOR 2025: 19 SEPTEMBER 2024 AT 2 PM (CET)**

#### Target group

The stipends are intended to support professional comic artists or groups whose main place of residence is Berlin.

#### Purpose of funding

The work stipends are intended for artistic development. Funding is available for comic artists or groups who are striving for further artistic training and want to realize specific projects (e.g. work on a specific topic or format - short story collections or web comics are also possible, the development of new/different work techniques, continuation or completion of specific works, etc.).

The purpose of the work stipend is also to support innovative developments in the Berlin comic scene and to promote greater public appreciation of comics as an independent art form that exists on an equal footing with literature, film and visual arts.

The intended work and the work sample **do not have to** refer to Berlin in terms of content.

#### Eligibility and conditions

- The applicants demonstrate their creative ability either through previously published comic projects or through work samples that demonstrate an artistic ability.
- It is possible to reapply with a project that has already been submitted for a comic stipend in previous years.

- Only one application per applicant is possible.
- Applicants must live and work in Berlin. The stipend holders are obliged to maintain their primary residence in Berlin during the application and the duration of the stipend. The Senate Department for Culture and Social Cohesion must be informed immediately of any change of residence.
- Applications from groups are only possible within the framework of a so-called GbR (company under civil law). The GbR may already exist or the group may form a GbR for the purpose of the application. More than 50% of the group members must be registered with their first residence in Berlin (please note: for a group of two people, both applicants must provide proof of first residence in Berlin, for groups of three people at least two applicants, etc.).
- The work stipend for comics of the state of Berlin cannot be combined with a work stipend for comic artists of the German Literature Fund (“Deutscher Literaturfonds”) in the same funding period.

### **Exclusion**

Artists who are enrolled in an artistic training course at a higher education institution or who hold a professorship at the time of application are not eligible to apply. Further education and retraining programmes are no obstacle to eligibility.

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

### **Funding volume**

The work stipends amount to € 2,000 EUR per month. The duration of the stipend depends on the scope of the work project. Work stipends can be awarded **for 4 months (€ 8,000 €) and 8 months (€ 16,000)** subject to available funds (with approximately 150 applications). The requested amount of the stipend can be selected in the application form. Payment will be made monthly, probably starting in March 2025.

The jury decides on the number of projects to be funded and the amount of funding to be allocated to each application based on all the application documents submitted and makes appropriate proposals. This may include reductions in relation to the amount of funding requested.

All stipends of the state of Berlin (work, research and cultural exchange stipends) can be combined up to an amount of € 24.000 € per year.

Stipends already approved for the year 2025 must be mentioned in the application form. The work stipend for comics of the state of Berlin cannot be combined with a work stipend for comic artists of the German Literature Fund (“Deutscher Literaturfonds”) in the same funding period.

The stipend holders will most likely be given the opportunity to present their artistic productions to the public.

### **Allocation of funding**

An independent expert jury decides on the applications. 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.

The criteria for the assessment are artistic and content quality as well as innovative aspects of the project.

All applicants will be notified of the result of the jury meeting by e-mail in December. The names of the funded artists will be announced to the public.

### **Application procedure**

**Applications - including all supporting documents - must be submitted online.**

The online application form and the place to upload the required attachments are accessible via [this website](#).

Please choose the following funding programme:

Förderbereich/Funding area:

**Literatur**

Förderprogramm/Funding Programme:

**Arbeitsstipendien Comic 2025**

Please do not use any old links or links from external providers, but only access the online form via the website of the Senate Department for Culture and Social Cohesion or via the link above!

[Instructions on how to fill in the application and on the attachments:](#)

- Please provide the link to your website in the online application form, if applicable.
- Please note that only the following file formats can be uploaded as **attachments** (“Anlagen”): **.docx or .pdf**
- The **application form** and the **brief description of the work project** contained therein (synopsis or scenario, maximum 1,900 characters including spaces) must be submitted **in German**.
- The **detailed description** of the project (Annex 1) must be submitted **in German**, too.

- The **artistic curriculum vitae**, the work sample and the portfolio may be submitted in **German or English**.
- **Please note that it is not possible to merely submit links to an online file storage or cloud (e.g. iCloud, OneDrive, Dropbox).**
- Additional documents in paper form will not be accepted.
- At the end of the electronic application process, you will receive a PDF version of your completed application form ("form view") as proof, as well as an automatic confirmation of receipt to your e-mail address.

**Please note the limitations on the number of pages of the attachments. Applications with documents exceeding the respective maximum number of pages will lead to formal exclusion from the jury process. Pictures and cover sheets count!**

## **Attachments**

### **1. Detailed description of the project - Maximum 3 pages**

Please answer the following questions on the work stipend **in German**:

a) What project would you potentially like to work on while you are receiving the stipend? Please outline the content, character and design of this project.

b) What is unique about your artistic work? Why is the application relevant to you now?

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

(5 MB maximum, docx / pdf file)

File name for the online application: AV\_applicant's name

### **2. Artistic CV**

Please include grants, awards and a list of publications if applicable (in **German or English**).

(1 MB maximum, docx / pdf file)

File name for the online application: CV\_applicant's name

### **3. Work sample of the project described under 1.**

**At least 10 to a maximum of 20 drawn pages**, giving an idea of the style and page layout. Please state whether this is a draft or a final planned style and intended page layout (in **German or English**).

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

(15 MB maximum, docx / pdf file)

File name for the online application: AP\_applicant's name

**4. (Optional) Portfolio** on previous artistic work and/or if applicable documentation and information material - **Maximum 10 pages**

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

ATTENTION: The maximum number of 10 pages also applies to group applications and must be respected!

(7 MB maximum, docx / pdf file)

File name for the online application: DOKU\_applicant's name

**5. Proof of first residence in Berlin:**

Proof must be provided by the applicant and, in the case of a group application, by all members of the group.

a) For citizens with **German citizenship:**

- copy of identity card (front and back) OR
- registration confirmation from the residents' registration office (Meldebestätigung des Einwohnermeldeamtes)

b) For citizens of **EU states and non-EU states:**

- copy of identity card (front and back) or copy of passport AND
- confirmation of registration from the residents' registration office (Meldebestätigung des Einwohnermeldeamtes).

**The registration confirmation must be submitted.**

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

Proof of first residence in Berlin must be provided by more than 50% of the members (i.e. in the case of a group of two persons by both applicants, in the case of groups of 3 persons by at least 2 applicants, etc.).

(2 MB maximum, docx / pdf file)

File name for the online application: MB\_applicant's name

**6. For citizens of non-EU states:**

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

Proof must be provided by the applicant and the members of a participating group, if applicable. In the case of group applications, the documents must be combined in one file.

(2 MB maximum, docx / pdf file)

File name for the online application: PASS\_applicant's name

**7. Only for group applications** (but mandatory there):

**GbR contract** in the case of an existing GbR or **GbR declaration** with the **signature** of all group members if the group only formally joins together to form a GbR for the application.

The stipend is a personal stipend. Therefore, only natural persons and GbRs consisting of natural persons are eligible to apply. Associations or similar are not eligible to apply. The declaration must be signed by all applicants involved - just as the registration address must be verified by all group members. If there is already a GbR contract, please submit a copy of it. Please use the following form "[Erklärung zur GbR-Zugehörigkeit und Gruppenvollmacht](#)" from the website.

(2 MB maximum, docx / pdf file)

File name for the online application: GbR\_name of applicant

**Deadline for applications for 2025: 19 September 2024 at 2 pm (CET)**

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

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

Please also make sure you are using a **stable Internet connection with sufficient speed and bandwidth** to upload large amounts of data.

Further information on the online application process can be found in our [FAQs](#) (in German).

**Additional information**

- Please note that **only applications which meet all criteria and are fully completed will be considered** for the jury process.

- **If incorrect documents are submitted, the cultural administration will not contact you! 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 residence in Berlin). Please carefully check whether your application is complete before submission!
- Subsequent submissions are only permitted until the end of the application period at the latest and if they were unavoidable and absolutely necessary (e.g. extension of residency permit, which was not issued in time).

All information will be treated confidentially and will only be used for decision-making and funding purposes (privacy policy in the online form).

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.

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