



INFORMATION SHEET
For work stipends in the field of comic 2024

In 2024, the Berlin Senate Department for Culture and Community will award – subject to the availability of funds – work stipends for comic artists in Berlin.

Deadline for applications for 2024: 05.10.2023 at 6 pm, (CET)

Please note: Online applications must have been submitted by 6 pm. After 6 pm, sending is no longer possible; transmissions that have been started are automatically cancelled.

Target group

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

Purpose of funding

The grants are intended for artistic development. Funding is available for comic artists or groups who are striving for further artistic training and want to realise 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 the visual arts.

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

Eligibility and conditions

1. The applicants demonstrate their creative ability either through previously published comic projects or through work samples that demonstrate an artistic ability.
2. It is possible to reapply with a project that has already been submitted for the comic grants in previous years.
3. Only one application per applicant (or group) is possible.
4. 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 Community must be informed immediately of any change of residence.

5. Applications from groups are possible within the framework of a GbR. The GbR may already exist or the group may join together to 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 (i.e. in the case of a group of two persons both applicants, in the case of groups of three persons at least two applicants, etc.).
6. 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 Community, as well as their family members, are not allowed to apply.

Funding volume

The work stipends are endowed with € 2,000 EUR per month. The duration of the grant depends on the scope of the work project. Work stipends can be awarded for **4 months (€ 8,000 €)**, **8 months (€ 16,000)** or **12 months (€ 24,000)** subject to available funds (with approximately 100 applications). The requested amount of the stipend can be selected in the application form. Payment will be made monthly, probably starting in January 2024.

The jury decides on the number of projects to be funded and the amount of funding to be allocated to each application 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.

Grants already approved for the year 2024 must be indicated 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 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** in writing by e-mail in January 2024. 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 here:

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

Please choose the following funding programme:

Förderbereich/Funding area: Literatur

Förderprogramm/Funding Programme: Arbeitsstipendium Comic 2024

Please do not use any old, saved links or links from external providers to access the online form, but only go to the online form via the website of the Senate Department for Culture and Community or via the weblink above!

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 the e-mail address you specified in the application.

Instructions on how to fill in the application and on the attachments:

- **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** if necessary.
- 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 annexes ("Anlagen"): .docx or .pdf
- Additional documents in paper form will not be accepted.

- The mere linking to the requested attachments or the reference to an online file storage for viewing or downloading the attachments (e.g. iCloud, OneDrive, Dropbox) is not formally admissible.

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 including cover sheet**
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?
(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 (**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 including cover page, 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**).
(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 including cover sheet.**
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**)
The maximum number of 10 pages also applies to group applications.
(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 the 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 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.

(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 grant. 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 form "[Erklärung zur GbR-Zugehörigkeit und Gruppenvollmacht](#)" from the website.

(2 MB maximum, docx / pdf file)

File name: GbR_name of applicant

Application / Submission deadline

Deadline for applications for 2024: 05.10.2023 at 6 pm, (CET)

Please note: Online applications must have been submitted by 6 pm. After 6 pm, sending 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):
<http://www.berlin.de/sen/kultur/foerderung/antragscenter/artikel.85073.php>

Additional information

Only complete, formally and timely valid applications can be considered for the jury procedure. If incorrect documents are submitted, the cultural administration will not contact you! Missing documents will not be requested.

Exceeding the number of pages in the annexes can be grounds for formal exclusion, as can the absence of annexes (e.g. valid proof of residence in Berlin).

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 titles issued by the relevant authorities only after submission of the application).

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 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.

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<https://www.berlin.de/sen/kultur/foerderung/foerderprogramme/literatur/artikel.621413.php>