

## **Funding guidelines: Module I** **KUNST.TRANSFER – Work Scholarship**

As of 01.06.2022

### **Eligibility criteria:**

- Collaboration and networking: at least one artist from Dortmund and one cooperation partner from one of Dortmund's twin towns develop a project and/or carry it out together.
- A stay in one of Dortmund's twin towns is mandatory for artists from Dortmund.

### **Supported object:**

- Assumption of travel expenses (see Table 1: Travel allowances per twin town) and accommodation (max. up to €130/overnight stay) for artists from Dortmund.
- The stay is possible for a period of up to ten days.
- Assumption of material and production costs for the joint project.
- Fees are paid per stay for two artists (artist from Dortmund / artist from the twin town). For this purpose, €350 gross / per day per artist will be fixed. The amount of the fee cannot be reduced or increased.
- In the case of "producing work", additional fee costs may be indicated under material and production costs (e.g. technicians, stage construction, actors, models, set-up/dismantling assistants, assistant directors, graphic designers, photographers).
- The number of artists (Dortmund/twin town) may vary depending on the concept, but is limited to two artists (Dortmund/twin town) per application with regard to the fee payment. Hotel and travel costs for accompanying persons must be within the existing budget.
- A personal contribution is not required.
- Acquired or planned third-party funds must be shown.

Travel allowances per twin town, the **maximum lump sums** referred to apply to a return journey or flight:

| <b>Twin town</b>    | <b>Distance from Dortmund</b> | <b>Maximum lump sums (to and from)</b> |
|---------------------|-------------------------------|--|
| Amiens, FRA         | ca. 400 km                    | max. 180,00 €                          |
| Leeds, GBR          | ca. 650 km                    | max. 280,00 €                          |
| Novi Sad, SRB       | ca. 1.500 km                  | max. 300,00 €                          |
| Rostow am Don, RUS  | ca. 2.500 km                  | max. 400,00 €                          |
| Trabzon, TUR        | ca. 2.700 km                  | max. 400,00 €                          |
| Netanya, ISR        | ca. 3.000 km                  | max. 550,00 €                          |
| Buffalo, NY, USA    | ca. 6.200 km                  | max. 850,00 €                          |
| Xi'an, Shaanxi, CHN | ca. 7.800 km                  | max. 1.100,00 €                        |

*Table 1: Travel allowances per twin town*

*Programme participants are obliged to obtain sufficient information about the requirements in the host country. Find out about topics such as (foreign) health insurance (including repatriation from abroad), social security for freelance artists, artists' social security and the tax law applicable to you. In addition, you should be in possession of a European health insurance card. Early travel bookings and accommodation reservations can reduce costs. Taking out travel cancellation insurance is recommended to avoid cancellation fees or forfeiture of booked tickets and accommodations. We ask you to apply for visas independently when travelling to twin towns outside the EU (assistance/formal letters from the Kulturbüro/Cultural Office of the City of Dortmund possible). Obtain permits locally (if relevant for the projects, e.g. in public spaces).*

*For measures in the context of public relations, we would like to ask you to always decide under the aspect of sustainability when planning printed publications, such as flyers, posters, programme booklets, etc. As a rule, print products with dates have lost their topicality after events or the like and are disposed of. It must also be questioned whether the costs and effort are in relation to the achieved range. Online platforms and social networks are usually used because of their specifically applied*

control of target groups and thus also reach potentially interested parties nationwide. The resulting costs are eligible for funding and are part of public relations.

**Eligible to apply are:**

- Artists and creatives who usually work and live in Dortmund.
- Artists of all disciplines and those working on an interdisciplinary basis\*\*.
- Primarily individual artists.

\*\* Artists working on an interdisciplinary basis are active in more than one discipline.

**Application procedure** (with application deadline expected in September/October of each year for implementation in the following year from March, please note the information on the website):

**The applicant is always the artist living and working in Dortmund.**

The following must be submitted:

**Application form, taking into account the following criteria:**

*Motivation*

Motivation should explain why the project promotes the artist's own artistic position or supports a new artistic development. The chosen international cooperation/co-production will be presented with the names of the participating artists and outlined in terms of content and time.

*Quality & professionalism*

Outstanding artistic projects by professional artists and creatives are funded. Experience in the implementation of international projects is an advantage, but not required. Up-and-coming artists who have great potential with regard to a professional career are supported in their professionalization process. Project plans should be innovative and of high artistic quality or originality.

*Internationality & sustainability*

What is the cross-border added value? The proposed project is intended to contribute to the formation of sustainable structures in the field of international cultural exchange and to provide impulses for the international visibility of the city of Dortmund. The development of networks and the long-term establishment of contacts and cooperation partners for Dortmund artists and creatives are in the foreground. Preferably, the cooperation should also be continued beyond the funded measure.

- Indication of the required fees, travel expenses, costs for accommodation, material and production costs.
- Third-party funding, if this is planned or already acquired.
- A personal contribution is not required.

**Enclosures:**

- Short CV or work biography – link to the homepage, instead of extensive catalogues

- Outline of a schedule
- Short CV or work biography of the artist from the twin town
- Letter of intent or written confirmation by email from the artist from the twin town

There is no entitlement to funding. An independent jury of experts makes the funding decisions for the applications received on the basis of the present funding guidelines. In its funding decisions, the jury is bound by the amount of funding available for a calendar year, it is not possible to receive funding for more than one year.

The jury meets after the application deadline, and discusses applications received by September. Please note that the start of the project must **not** be before March of the following year. The Kulturbüro (Cultural Office of the City of Dortmund) submits selected applications to the Committee on Culture, Sport and Leisure as part of the annual funding report.

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*Application deadlines and time schedules can still be adjusted or postponed during the ongoing work process. Maximum lump sums or the distribution of the existing budget will be adjusted after a first application process or the procedure for the call for applications in 2023 will be reviewed.*