

FUNDING GUIDELINES for Open Calls

**by Kulturhauptstadt Europas Chemnitz 2025 GmbH.
Valid from 15 November 2022.**

1. Kulturhauptstadt Europas Chemnitz 2025 GmbH (abbr.: KHS GmbH) was founded in 2021 by the City of Chemnitz, represented by its shareholder, Mayor Sven Schulze. KHS GmbH implements programme interests of the 2025 Capital of Culture programme, as set out in the bid book ([bid book II](#)). The programme fields required in [bid book II](#) are binding. In connection with these, KHS GmbH supports artistic productions and grants funding (open calls) for selected subject areas. The focus here is on promoting European cooperation.
2. The programme management team, in consultation with the shareholder and the Supervisory Board, decides on the basic provision of funds from the interests of KHS GmbH for the implementation of the open calls. Individual measures may be prepared in terms of content by expert jury/advisory boards and submitted for approval.
3. Funding is granted to non-commercial project ideas centring around cultural creation, particularly for visual arts, performing arts, literature, music, film, photography, architecture, peace and remembrance culture, media and new media, related forms and interdisciplinary projects as well as activities in sports, civil society and popular culture, in each case according to the underlying open call.

The focus is on activities that address and implement diversity, sustainability, inclusion and multi-generational work.
4. “Project” refers to the production, planning and/or implementation of individual activities, such as symposia, workshops, conferences, networking activities, activities in sport, civil society and popular culture, as well as events or event complexes, e.g. exhibitions, performances and other formats.

5. Projects that are suitable for KHS GmbH are generally considered to be those initiatives that meet the required project criteria (5Cs), based on the strategic objectives and project indicators from [bid book II](#). In keeping with this, the aim of the projects is to:
- Promote work at European level (C Europe | C Europa)
 - Create experiences of self-effectiveness and gain new audiences via the maker concept
(C the maker in yourself | C den/die Macher:in in dir selbst)
 - Discover the potential of creative collaboration with unexpected partners in order to make better progress together
(C the maker in others | C den/die Macher:in in anderen)
 - Make new space accessible for creative ideas, projects and collaboration
(C the space for makers | C den Raum für Macher:innen)
 - Explore the unknown, the overlooked and the hidden and put them in the spotlight (C the unseen | C das Ungesehene).

The project criteria are explained in the [Chemnitz 2025 handbook](#). This is available [for download from the Kulturhauptstadt Europas Chemnitz 2025 GmbH website](#).

6. The projects must make their impact and carry out their main activities in 2025 and must be implemented in Chemnitz and/or the partner municipalities and communities.
7. Exceptions/deviations in individual criteria are subject to a special evaluation by the programme management/advisory board in each individual project. If outstanding relevance in terms of content in one or more criteria guarantees international effectiveness, such individual projects may also be funded.
8. Visibility of the project in Chemnitz, the cultural region (districts of Zwickau, Central Saxony, Erzgebirgskreis), Germany and throughout Europe must be ensured. Media created within the framework of any funding must always be written at least in German and English.
9. KHS GmbH does not provide any institutional funding; as a matter of principle, it does not support any purchases or structural measures.
10. “Institutional funding” refers to the financing – not related to individual projects – of existing or newly established institutions (e.g. museums, theatres, associations, foundations) in their entire activity (e.g. infrastructure, ongoing business).
11. Strictly limited start-up financing from KHS GmbH, granted as project funding, is possible if the submitter has also financially ensured the orderly continuation of the newly founded institution.

12. KHS GmbH can grant funding to institutions in Germany and abroad. For this purpose, the legal form of the submitting institution (e.g. foundation, association, public or private body) is irrelevant for the decision on funding. KHS GmbH also supports projects that are carried out by individuals or groups of individuals who are not consolidated into an organisation. As part of the open calls, KHS GmbH only funds projects where implementation did not start before the GmbH's funding decision.
13. To simplify submissions for the open calls, KHS GmbH provides specific online forms [on its website](#). The same forms are also available as a PDF [on the same website](#) for submission by email or post. Applications may only be filed in German and/or English. Submissions can only be considered if the submission forms are completed in full within the deadline and written confirmations of all the specified sponsorships, cooperation partners and the relevant artists are submitted.
14. KHS GmbH provides its funding through the granting of financial resources as co-financing, i.e. funding is generally provided in the form of part-financing or according to a certain percentage. Exceptions to this principle that are permissible in individual cases require the approval of the KHS GmbH management. The expert jury/advisory board may also make its recommendation for the funding of a project subject to certain conditions, such as the proven willingness of other sponsors to assume a share of the financing.
15. Funding applications may also contain materials that can be used to clearly illustrate the character and significance of the project (e.g. additional explanatory texts, illustrations, image and sound media). KHS GmbH archives the approved funding applications; submitted materials from rejected applications will be returned, provided that this does not cause any extraordinary expense.
16. All submitting parties will receive an acknowledgement of receipt from KHS GmbH immediately after submission. The funding requests received by KHS GmbH will be checked for compliance in terms of form, deadlines and funding requirements. The submitter will be informed of the results of these checks. As a rule, KHS GmbH will not contact the submitter on its own initiative with regard to any ambiguities or incomplete applications.
17. The use of the funds granted by KHS GmbH will be reviewed in accordance with the municipal budgetary law of the state of Saxony. KHS GmbH will pay funding only after a funding contract that it has specified has been signed. The provisions of this contract regarding the use of funds, the implementation of the project and the publication of the results or documentation must be strictly observed. The contract thus concluded will also determine the form in which the appropriate use of the funds must be evidenced to KHS GmbH (proof of use). If the beneficiary fails to comply with the provisions of the funding contract, KHS GmbH may recover all or part of the funds granted.

18. Personal data of the submitter will be treated in accordance with the European General Data Protection Regulation (GDPR).
19. These funding guidelines will apply from 15 November 2022 until amended or repealed by Kulturhauptstadt Europas Chemnitz 2025 GmbH.