

SUBMISSION CHECKLIST

Micro-projects are intended to create an impulse for new cultural formats or encounters in the city and the cultural region*. Whether it's a theater project, a music event, a creative workshop or a thematic panel - the broader urban society is called upon to create new forms of communication and social interaction.

Please note the following points when submitting your idea:

1. Does the project meet at least one of the five criteria of the 5 C's?
An overview of the 5 C's is at the end of this checklist or on our website (LINK)
2. Is a short project summary (max. 250 characters) added?
3. Is the project described in more detail so that the jury gets an idea of the project?
4. Who should the project primarily address?
5. What (social) added value would result from the project?
6. Can the project be realized by the end of 2024 at the latest?
7. Is a financial plan (income/expenses) attached to the submission?
8. Is the requested financial support within the maximum of 2500€ or 3000€ with a European dimension?
9. What expenses should be covered by the financial support?
10. If fees are paid, for whom and for what activities are fees charged??

A few more tips for designing the project and submitting it:

A clearly **visible European dimension** or a clearly visible **positive influence on the city and/or** region is very important! This can be an advantage for your project idea to be promoted.

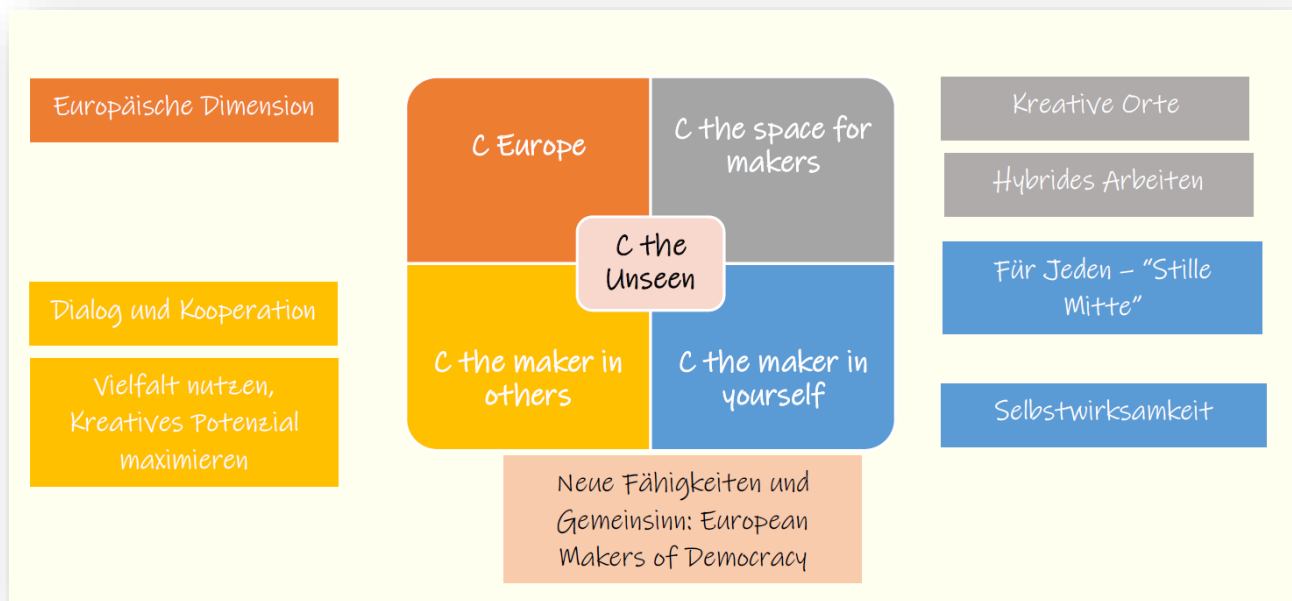
It is also helpful to look at the project description objectively, outside of your own experience: Do external parties fully understand the project idea? **Is the project completely realizable?** Perhaps there are experiences from similar projects that can be helpful.

*The Chemnitz cultural region extends along the route of the Chemnitz model. Find out more at chemnitz2025.de/kulturregion and at the [friends' association](#).

Mikroprojekte #chemnitz2025

Criteria for project development: 5 C's

What criteria do we use to develop and select projects? As a communication tool, we have summarized the **priorities for program development into 5 criteria** based on the strategic goals and project indicators from the [Bidbook](#).



[European dimension; Dialogue and cooperation; Using diversity, maximizing creative potential; New skills and a sense of community: European Makers of Democracy; Creative spaces; Hybrid working; For everyone – "silent middle"; Self-efficacy]