

FILL IN HELP for Application for Funding of a Performing Arts Project

To be used for the following fundings for Performing Arts

- via the Theatre Jury (Theaterbeirat) with the application deadline 01.09.
("Fachbereich Kultur – Kulturbüro-Produktionsförderung Theater" / Department of Culture - Cultural Office - Theatre Production Funding)
- via the Dance Jury (Tanzjury) with an application deadline of 01.11.
("Fachbereich Kultur – Kulturbüro-Produktionsförderung Tanz" / Department of Culture - Cultural Office - Dance Production Funding)
- via the Cultural Office with application deadlines of 01.05. and 01.11.
("Fachbereich Kultur – Kulturbüro-Projektförderung Darstellende Kunst" / Department of Culture - Cultural Office Project Funding Performing Arts)

Application for funding of a project

Title/working title of the event/project

Name of Applicant

1. type of project
Please specify what the project is: New production, co-production, revival, guest performance etc.
2. dates/events
Please indicate (expected) premiere month and other performance months.
Period of performance is to be filled in only if necessary.
3. venues
Please indicate "planned", "requested" and "agreed"; proof of venue may be required.
4. are the planned events barrier-free?
5. objectives
Please state the intentions, effects, purpose, motives of your project.
6. target groups
Please describe the target groups in concrete terms. (by age: infants, children, adolescents, young adults, adults, older adults and/or, if applicable, age-independent characteristics) Will any new target groups be reached?
7. team
Please give name, function and artistic vitae.
8. conceptual presentation
Please describe in a comprehensible way the artistic process of development and the intended artistic result (What can an audience expect?).
9. cooperation partners
Please indicate the status: "considered", "requested" and "agreed".
10. sustainability goals
Information on the consideration of sustainability goals (SDGs) in project funding can be found in the Infoportal.
11. cost and financing plan
Please complete the annex Sample Financing Plan Department of Culture: Cultural Funding.
12. is there anything else you would like to tell us?

Please make a note here of any concerns you have that were not asked for in the application.

- ➔ Finally, please upload the application (including place/date/name) to the funding portal.

Performing Arts Annex

Title/working title of the event/project

Name of Applicant

1. genre
Please state what the event/project is (multiple entries are possible): actors´ theatre, puppet theatre, dance/dance theatre, action in public space, etc.
2. number of planned performances
3. are there any additional fringe events planned (e.g. public Talk after a show, workshops with the same topic alongside, digital presentation afterwards...)? If yes, which ones?
4. if applying for funding from the project funding programme for the performing arts
Are public events planned (it is not mandatory)? If yes, which ones?

- ➔ Finally, please upload the attachment (stating place/date/name) to the funding portal.

Cost and financing plan

1. The cost and financing plan should include not only the planned costs, but also the applicant's own funds and expected income, as well as other grants, if applicable.
2. It is recommended that the lower fee limit recommended by the Federal Association of the Performing Arts be taken into account when calculating fees.
See the statement Recommendation on the lower fee limit of the BFDK (Bundesverband Freie Darstellende Künste)
3. It is mandatory to indicate whether or not the lower fee limit was taken into account in the calculation. The form Cost and Financing Plan for Project Funding contains a corresponding checkbox.
4. It is mandatory to indicate the planned rehearsal periods or work phases (e.g. 6 weeks).

- ➔ Finally, please upload the cost and financing plan (with indication of place/date/name) in the funding portal.

A complete application consists of

- Registration and details in the funding portal under Application for a grant for project funding under EUR 30,000
- Application for funding of a project (form paper)
- Annex Performing Arts, Annexes Production Funding Dance
- Cost and financing plan

For applications in the funding section: Culture Office - Production Funding Dance (Dance Jury) (“Kulturbüro - Produktionsförderung Tanz (Tanzjury)”) additionally:

- Send a video link to one or more professional work(s): insert the video links in a document.
 - ➔ insert the video links into a document, convert into a pdf and upload the document
 - ➔ name it as follows: PROJECT TITLE_APLICANT`S NAME_VIDEOLINK.pdf

- Letter of intent from a venue: letter from the planned venue stating that the project is desired and supported there
 - ➔ upload document as pdf
 - ➔ name document as follows: PROJECT TITEL_APPLICANT`S NAME_VENUE.pdf
 - ➔ Several venue certificates can be submitted

- for projects in public spaces: approval that the project can be approved at the desired location (online application procedure at the Event Management of the City of Hannover: <https://e-government.hannover-stadt.de/evenkoo/>)

41.11 / 25.10.2021 (English version)