

**OPEN
CALL**



**Principles of participation
for the open calls**
(valid from 27 February 2023)

**European Workshop
for Culture and Democracy**

**Kulturhauptstadt
Europas Chemnitz 2025 GmbH**



Principles of participation

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 cooperation financing (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. Within the scope of cooperation financing, financing is provided for 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 will be 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 [KHS 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 financed.
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 cooperation financing must always be written at least in German and English.
9. KHS GmbH does not provide any institutional cooperation financing; as a matter of principle, it does not support any purchases or structural measures.
10. “Institutional cooperation financing” 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 for the cooperation financing of projects, is possible if the submitter has also financially ensured the orderly continuation of the newly founded institution.
12. KHS GmbH can grant cooperation financing 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 cooperation financing. KHS GmbH also finances projects that are carried out by individuals or groups of individuals who are not consolidated into an organisation. The submitting person must be of legal age. If, in exceptional

cases, the submission is made by a minor, the parent or guardian must give their consent. Within the framework of open calls, KHS GmbH only finances projects where implementation did not start before the GmbH's decision.

13. To simplify submissions for the open calls, KHS GmbH provides links to the individual digital submission platforms on its website. Upon request KHS GmbH will also make the same forms available as PDFs for postal submission. 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, where necessary, written confirmations of all the specified sponsorships, cooperation partners and the relevant artists are submitted.
14. KHS GmbH provides its cooperation financing through the granting of financial resources as partial financing, i.e. cooperation financing is generally provided in the form of part-financing or according to a certain percentage of the total expenditure. 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 cooperation financing of a project subject to certain conditions, such as the proven willingness of other sponsors to assume a share of the financing.
15. Submissions 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 will archive the approved submissions; 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 requests for cooperation financing received by KHS GmbH will be checked for compliance in terms of form, deadlines and cooperation 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 submissions.
17. The use of the funds granted by KHS GmbH will be reviewed in accordance with the budgetary law of the state of Saxony. KHS GmbH will only pay financing amounts following signature of a cooperation financing contract specified by itself. The provisions of this contract relating to the use of funds, the implementation of the project and the publication of the result 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 project sponsor fails to comply

with the provisions of the cooperation financing 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. This version of the Principles Governing Participation will apply from 27 February 2023 until amended or repealed by KHS GmbH.