

Information on inclusion in the funding catalogue and on funding

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The following information relates to the selection and funding of projects by the Kultursekretariat NRW Gütersloh. Please contact us at (kultursekretariat-nrw@guetersloh.de, +49 5241/ 21184 0) if you have any questions or in the event of uncertainties.

1. Any application for inclusion in one of the funding catalogues of the Kultursekretariat NRW Gütersloh must be made through our website <https://www.kultursekretariat.de/meta/bewerbung/>. Applications of this nature can be made by artists, agencies and member municipalities.
2. Applications received are examined and posted in a forum in the internal section of our website where they can be viewed by contacts in our member municipalities (internal section). A professional exchange based on viewings occurs here, and preliminary selections are made. The final selection is made in working groups/project groups. These consist of the abovementioned contacts and meet at regular intervals. Following the selection procedure and approval by the applicants, projects are published on the website of the Kultursekretariat NRW Gütersloh, and applications for funding (project applications) can be made.

Information indicated in the application forms the basis of the funding catalogues and is binding for all parties. Through their approval, applicants agree to use of the data for the application. This also applies to press photos and other information submitted.

Important:

No booking guarantee is associated with inclusion of the application as a project in the funding catalogue of the Kultursekretariat NRW Gütersloh. The purpose is to offer member municipalities the opportunity to select projects from the funding catalogues and realise these with the aid of funding. Following determination of the selected projects, contacts in member municipalities are informed of the selection by the Kultursekretariat NRW Gütersloh and can make contact as an event organiser, coordinate dates and submit project applications.

Project applications can only be submitted by event organisers from the member municipalities. These can be municipal institutions, associations or other institutions.

A list of member municipalities can be found at <https://www.kultursekretariat.de/ueber-uns/mitglieder/>.

Please note:

- Both the domicile of the applicant (event organiser) and the performance venue must be in the member municipality.
- The contract may only be signed after approval of the project application. Contracts signed in advance will result in the loss of funding.
- Applications for projects to be realised in the first six months of the year must be submitted in a timely manner by 31st October of the previous year so that an application for approval of an early start of the measures can be made to the regional administration. This entitles the event organiser to sign the contract and to commence and realise the project before receiving notification of approval. IMPORTANT: In addition to signing the contract, this also includes advertising and advance sales.
- Approval of an application is always subject to the availability of free project funds in the respective financial year.

- The cancellation of an approved event by the event organiser will lead to the loss of funding.