

**Funding guidelines for project
for independent dance and theatre professionals**

Since 1997, the LaFT BW (Regional Association of Independent Dance and Theatre Professionals) has financially supported outstanding projects on the independent dance and theatre scene on behalf of the state with means made available by the Ministry of Science, Research and the Arts of Baden-Württemberg.

Funding principles

Funding is only available to independent dance and theatre professionals (individual artists, GbRs, associations, GmbHs, etc.) who have been working as professionals on the independent theatre or dance scene for at least two years, who are based and work in Baden-Württemberg and do not receive institutional funding from the state of Baden-Württemberg. "Professional" is defined as artists who work primarily in the performing arts on a freelance basis and who make a living mainly from this work (more than 50%). Public dress rehearsals, advance showings and/or premieres of the respective projects must take place in Baden-Württemberg. Deviations from this rule may be approved by the LaFT BW upon application. So for example, in the case of co-productions with independent theatres or venues in other federal states, the public dress rehearsals, advance showings and/or premieres can take place there, provided that an appropriate number of performances (at least 3) and adequate media coverage are also planned in Baden-Württemberg.

Project funding is granted exclusively for the development of the production until it is ready to premiere. This means that the costs for the premiere and subsequent performances are **not** part of the application. **There is no fixed maximum amount of funding.** However, the application must include a coherent financing concept in addition to a coherent project description.

The funded projects should stand out for their artistic quality, originality and exemplary character and give impetus to the work and further development of the independent dance and theatre scene in Baden-Württemberg. Funding takes the form of a **fixed amount of financial support.**

Funding priorities

The funding priorities of the LaFT BW serve as orientation for applicants and clarify the overarching objectives for the further development of the independent theatre scene in Baden-Württemberg.

1. Innovative and experimental projects that strengthen the cultural development of the independent theatre scene in Baden-Württemberg in an exemplary way.
2. Projects that promote artistic exchange at a federal level, in particular projects that resonate artistically beyond the state of Baden-Württemberg.
3. Projects in cooperation with existing theatres, initiatives and institutions with the goal of resource pooling and enabling synergy effects.

Funding and usage guidelines

The funding awarded by the state of Baden-Württemberg, and organised and implemented by the LaFT BW, is subject to the following guidelines:

1. Only fully completed, online application forms will be taken into consideration for the granting of funds. In case of unforeseen circumstances (e.g. system malfunctions, etc.), the office reserves the right to request 14 copies of the application by post.
2. The Ministry of Science, Research and the Arts provides funding on the basis of a recommendation by an independent jury of the LaFT BW based on the principle of a simple majority. There is no legal entitlement to funding. Legal recourse is excluded. The LaFT BW office informs applicants of the decision of the jury without further explanation.
3. The application deadline is binding and is stipulated by the LaFT BW. Applications for project funding can be submitted online from one month before the application deadline until midnight of the final day, 15 May.
4. The application is submitted to the LaFT BW office via a digital application procedure. The online application form for the respective funding programme is available on the LaFT BW website (www.laftbw.de) under the "Funding Programmes" tab.
5. The funding granted by the LaFT BW is subject to the general auxiliary provisions for project funding (ANBest-P) of the state. **These provisions are part of the notification of the approval of funds.** The notification of approval is accompanied by a shortened application with a financing plan, which must be confirmed with a legally binding signature within 10 days of receipt and sent to our office. The payment is made at the start of the rehearsal period, or at the earliest 2 months before the premiere, provided that the LaFT BW receives the state funds from the Ministry of Science, Research and the Arts in due time. **The premiere dates must be communicated to the office in writing, including the assigned project numbers and the project title, at least 14 days in advance.**
6. All publications (posters, programme booklets, documentation, press releases) related to the funded project, must mention the funding in a prominent position using the following set phrase: "Gefördert durch den Landesverband Freie Tanz- und Theaterschaffende Baden-Wuerttemberg e.V. aus Mitteln des Ministeriums fuer Wissenschaft, Forschung und Kunst des Landes Baden-Wuerttemberg". In addition, the state coat of arms of the state of Baden-Württemberg must be printed.
7. If, for artistic or financial reasons, the concept described in the application (project description, cost or financing plan, premiere date) has to be changed, this must be reported immediately to the LaFT BW.
8. If a production cannot be realised, this also needs to be reported immediately to the LaFT BW. In this case, funds already paid out must immediately be transferred back to the account of the LaFT BW without a formal request.
9. Proper use of the funds must be proven no later than 3 months after completion of the project (premiere). Evidence of how funding was put to use consists of a factual report and numerical proof of the funds used. For this, the form "Verwendungsnachweis/Projektfoerderung" must be submitted to the LaFT BW office. Because the funding is granted as a fixed amount, no receipts need be included as proof of use. **Receipts should nonetheless be kept for 10 years in accordance with statutory requirements.** What does need to be submitted is numerical proof in the form of a summary of all financial contributions, income and expenditure based on the original cost and

financing plan or, if applicable, according to the changed plan submitted and approved before the start of production.

10. The LaFT BW can, without giving any reason for carrying out a check, request copies of all documents to be handed into the office – incl. the applicable contracts with employees, arranged in chronological order with details of the recipient/payer and the reason for receipt/payment.
11. Together with the proof of how the funding was used, a DVD or CD-ROM of the performance should be made available to the LaFT BW as part of the documentation. For this purpose it is sufficient to provide a simple, unedited video recording of the entire production filmed from the front – without the need for high sound or image quality, but in which the performance is clearly recognisable.

Withdrawal of funding approval

The funding approval can be withdrawn at any time if:

1. the funding recipient violates the funding guidelines for project funding,
2. the funding recipient can no longer ensure proper management of the project,
3. the funding recipient abandons the fundamental concept for which the funding was awarded without the prior approval of the jury of the LaFT BW.

If you have any questions about the principles and guidelines listed above or about how to apply, please contact the office of the LaFT BW in order to prevent your application from being rejected for not fulfilling the necessary requirements. In order to apply or get advice on applying, and to be eligible for funding, you do not have to be a member of the LaFT BW.

Data protection information

Legal basis for the processing of personal data including possible legitimate interests in accordance with Art 6. Para. 1 lit. a DSGVO. Please refer to our data protection information.

Baden-Baden, October 2019