

MATCHING PORTAL 2023

Funding Programme for Cultural Institutions to Support Artists at Risk from Ukraine

Explanatory notes on the application process (FAQ)

General information

Who can apply where and how?

All cultural organisations in Germany in the fields of theatre, dance, film, music, literature, visual arts, performance, architecture, libraries, and museums that offer support for artists or cultural workers at risk from Ukraine.

Smaller institutions in particular are encouraged to use the funding to set up new programmes.

Organisations must apply online via the Goethe-Institut's applicant portal. Interested artists apply directly to [Artists at Risk](#).

Our institution was already funded by the programme last year. Can we apply again?

Yes, multiple applications are possible.

We already know the artist or cultural worker we want to support with the funding from the Goethe-Institut and do not need to be matched.

In this case, please provide the artist's name and contact details when applying. The artist must still register with Artists at Risk in order to be matched.

The artist for whom we are applying for support is currently in residence with us. Can we simply apply for the costs incurred?

Yes. However, funding can only be granted if your own funds are not available for the support programme. Furthermore, the Goethe-Institut is interested in ensuring that the support benefits as many and as diverse artists as possible and therefore welcomes applications from organisations that support artists from Ukraine for the first time and/or create a new programme.

Projects or support programmes that have already started or taken place cannot be funded.

Do the Ukrainian artists or cultural worker for whom I am applying for support already have to live in Germany?

No. The funding offer is primarily aimed at artists who are currently in Ukraine. However, artists who have already fled to Germany can also be supported. The prerequisite is always that the artist to be supported lived and was artistically active in Ukraine in the years before the war of aggression began.

For how many artists can I apply for support?

You can include and support as many artists as you are able. Please indicate the corresponding number of persons and, if applicable, time periods in the application form. Please note that the maximum amount of funding per institution is €25,000, even if you host several artists.

How long does the matching process take?

The Goethe-Institut and Artists at Risk try to match the applying institutions with artists as quickly as possible. However, this can take a few weeks.

What happens after the successful match and funding approval?

After the match is made, the organisations and artists are requested by the Goethe-Institut to develop a schedule and financing plan and to submit it via the application portal. The Goethe-Institut then determines the funding amount and concludes a funding contract with the applying institution. Once this has been signed, the funding amount is transferred to the organisation's account.

An agreement is also concluded with the artist. At the end of the funding phase, a final report (proof of use) must be prepared.

What else do I need to know?

It is assumed that the institution respects the [residency hosting working model](#) from Artist at Risk (AR).

What if there are problems during the funding period?

Try to clarify possible difficulties directly and in dialogue with all parties involved and inform the Goethe-Institut in good time so that a solution can be found together. Funding can only be used for the costs specified in the contract and financing plan. Otherwise they must be repaid.

Funding agreement and financial matters

Why does the Goethe-Institut need a financing plan after a successful match and how detailed does it need to be?

The Goethe-Institut receives project funding from the Federal Foreign Office for the Matching Portal Ukraine; this must be proven separately. A detailed financing plan must be submitted in order to determine the amount of funding. This must clearly show how the funding granted by the Goethe-Institut will be used. Please provide tangible figures for, for example, rental costs in the period from- to or, in the case of material purchases, the individual items. There is no template for this. The grant for living expenses is awarded as a lump sum of €1,000/month and does not have to be explained in the financing plan. In case the artist has very close family members living with her/him like children a higher lump sum can be offered.

For what costs can I apply for funding?

Funding can be provided for living expenses through a flat-rate stipend of €1,000 per month, accommodation costs, material, and production costs.

Is there a maximum funding amount?

The maximum funding per institution may not exceed €25,000, even if it accepts several artists.

Who concludes a contract with whom?

After successful matching and funding approval, the Goethe-Institut concludes a funding agreement with the applicant organisation, which regulates the use of the funds and the associated obligations. An agreement is also concluded with the artist.

What happens if the cultural worker or artist already receives assistance from the Job Centre and has a flat?

In this case, we recommend that you do not apply for a grant or other costs that directly benefit the artist, as these are usually deducted from the Job Centre benefits. The best way to support the artist is to use the funding to provide working space, production facilities, exhibition and event spaces, or materials.

Do I have to produce a final report?

A so-called proof of use report must be prepared by 15 February 2024. This consists of a factual report, numerical evidence and copies of receipts.

Do I have to provide proof of all costs?

The grant is awarded as a lump sum, the use of which does not have to be documented. All other expenses for which the Goethe-Institut funding is used, such as rent or material costs, must be substantiated with receipts in the final report.

Only expenses incurred during the grant period (date of application until 31.12.2023) can be recognised.