

OPEN CALL

Open call Nr. 01/23

Soft Skills Academy I – Capacity building and networking programme for project ideas

European workshop for culture and democracy

**Kulturhauptstadt
Europas Chemnitz 2025 GmbH**



Soft Skills Academy I – Capacity building and networking programme for project ideas (Open call Nr. 01/23)

Introduction: C the Unseen – Europäische Macher:innen der Demokratie / European Makers of Democracy

How can taking part in culture and civic participation strengthen social cohesion? The central element of the Capital of Culture programme is to inspire as many people as possible to become “makers” – creative, self-effective people who contribute their skills and knowledge to shaping their social environment. This creative and entrepreneurial potential often lies hidden in Chemnitz and the region, but it is waiting to be discovered and experienced on closer inspection. The makers become European makers of democracy when they, together with others, use this potential to create something and take care of their fellow human beings, while treating each other with respect and seeing otherness as enriching for civil society.

The open call

Democracy does not simply exist – democracy is made, and our understanding of it is actively negotiated on an ongoing basis. In Chemnitz, as in other regions of Europe, notions of democracy are often questioned in public in particular; on the other hand, its relevance is rarely the subject of discussion in everyday life, e.g. in our families, when playing sports, at school or when meeting friends.

The Soft Skills Academy takes a constructive approach to working on the unifying idea of democracy using artistic and cultural tools – in the Academy, people talk to each other, listen to each other, think together, exchange ideas, discuss, debate and work together on the implementation of new projects, methods and concepts.

Kulturhauptstadt Europas Chemnitz 2025 GmbH (KHS GmbH) invites all stakeholders working in the field of culture and democracy education in Chemnitz and its 38 partner municipalities and communities to actively participate in the project. From 2023 to 2025, this will include regular

networking opportunities for stakeholders, a curated discourse programme as well as opportunities for cooperation and competence development.

The open calls for the Soft Skills Academy call on stakeholders to present a wide range of cultural or artistic projects that are positioned at the interface with involvement in civil society. These projects can still be in the planning stages (open call no. 01/23: Soft Skills Academy I – project idea) or be ready for immediate implementation (open call 02/23: Soft Skills Academy II – pilot projects).

These two application periods are considered to be a development and test phase for prototypes. To implement the prototypes and further develop them for the Capital of Culture programme in 2025, the open call for the Change Maker programme will be launched from 2024 in a new procedure based on the results of the Soft Skills Academy.

Who or what do we support?

KHS GmbH is not a patron in the classical sense. We see ourselves as a partner and supporter, as a motivator and an impulse booster for various projects. These can be planned and developed as part of the preparation for the Capital of Culture year in Chemnitz and the partner municipalities and communities and ultimately contribute to the grand idea of implementing the programme.

All entities mentioned under item 12 of the *Principles Governing Participation* (initiatives, associations, institutions, companies or private individuals, etc.) that are based in one of the 38 partner municipalities and communities of the European Capital of Culture Chemnitz 2025 may become direct cooperation partners of KHS GmbH in the context of the open calls.

Project partnerships with others are expressly welcomed. These may already exist or be entered into during the competition period. In particular, open call no. 01/23 Soft Skills Academy can be understood as motivation to actively seek international partners, in order to further develop projects with them for open call no. 02/23 Soft Skills Academy II and the Change Maker programme building on it in 2024. It is also possible to use open call no. 01/23 Soft Skills Academy I as preparation for internationalisation for open call no. 05/23 Urban Popular Culture. The project idea will be submitted by the main partner based in Chemnitz or the region.

Open call no. 03/23 CZ-PL-DE and open call no. 04/23 Celebrating Generations have their own programmes for internationalisation. Therefore, we ask applicants to use these options if the content focus of the project ideas falls under these calls.

Support is granted to non-commercial project ideas that deal with questions, methods and strategies for promoting and teaching democracy or that come from the following fields: visual and performing arts, literature, music, film, radio, photography, architecture, peace and remembrance culture, media, new media, related forms and interdisciplinary projects as well as activities in sports, civil society and popular culture.

The focus will be on activities that address and implement diversity, sustainability, inclusion and multi-generational work.

Cooperation financing and capacity development opportunities

In open call 01/23: Soft Skills Academy I – Capacity building and networking programme for project ideas, any research and travel costs, accommodation costs, seminar and conference fees, entrance fees, translation costs and material costs incurred following selection and during the term of the project will be reimbursed by KHS GmbH of up to a maximum of €5,000. Details are recorded in a cooperation agreement and follow the KHS GmbH guidelines for cooperations.

The stakeholders will be supported in preparing a project plan by the capacity development programme of KHS GmbH within the framework of the open call. The following must be provided during the course of the project:

- A project plan for a project that can be implemented in 2025
- A final report on the content
- A cost statement including all supporting documents.

Schedule

To enable the project partners to implement the project quickly, selection will be staggered. Projects can be submitted in the periods 27 Feb to 31 Mar, 1 Apr to 30 Apr and 1 May to 31 May 2023. Notification of the project selection will then be made in mid-April, mid-May and mid-June respectively, with implementation of the project starting immediately. The projects must be completed and settled by the end of December 2023 in each case.

Submission

You can participate in open call no. 01/23 directly via our submission platform.

<http://soft-skills-akademie-i.mein-wettbewerb.de/>

In case of technical questions with regards to the submission platform please write via e-mail to: support@zauberberg-medien.de

Please download the template for the *cost and financing plan* – necessary for submission – under <https://chemnitz2025.de/en/allgemein/opencall/>

Your project ideas will be handled confidentially and your submitted documents will be stored and processed by us for the sole purpose of selecting the projects.

Please read our *privacy policy* regarding the open calls unter <https://chemnitz2025.de/en/allgemein/opencall/>

Counselling & information events

Open call Nr. 01/23 is accompanied by information events before and during the call process:

- 13 March 2023 / information event at the office of KHS GmbH (Hartmannstraße 5, 09111 Chemnitz (Germany), starting at 6 p.m.)

For further information and queries regarding open call Nr. 01/23 please contact the following staff member of KHS GmbH:

- Mr. Pascal Anselmi

Office hours for individual counselling:

- From 20 March 2023 onward, every Monday between 4 p.m. and 7 p.m.
- Please book an appointment via the scheduling automation platform [Calendly](https://calendly.com/softskillsakademie/beratung) / <https://calendly.com/softskillsakademie/beratung>

OPEN CALL

Open call Nr. 03/23

CZ-PL-D - Soft Cross-border cooperation with partners in the Czech Republic, Poland and Germany

European workshop for culture and democracy

**Kulturhauptstadt
Europas Chemnitz 2025 GmbH**



CZ-PL-D –

Soft Cross-border cooperation with partners in the Czech Republic, Poland and Germany

(Open call Nr. 03/23)

Introduction: C the Unseen – Europäische Macher:innen der Demokratie / European Makers of Democracy

How can taking part in culture and civic participation strengthen social cohesion? The central element of the Capital of Culture programme is to inspire as many people as possible to become “makers” – creative, self-effective people who contribute their skills and knowledge to shaping their social environment. This creative and entrepreneurial potential often lies hidden in Chemnitz and the region, but it is waiting to be discovered and experienced on closer inspection. The makers become European makers of democracy when they, together with others, use this potential to create something and take care of their fellow human beings, while treating each other with respect and seeing otherness as enriching for civil society.

The open call

The fact that Europe isn’t somewhere else, but on our own doorstep, is particularly true for border regions – and yet this isn’t always readily apparent. But it is precisely these regions that offer scope to exploit the potential this geographical and cultural proximity has to offer.

The aim is to expand and update the Kulturhauptstadt Europas Chemnitz 2025 GmbH programme through new cross-border cooperation. The open call is intended to network the creative artists and the cultural and artistic institutions in the three-country region in order to define the new social challenges from different perspectives. The idea is for interested parties to have an opportunity to get to know each other, thereby laying the foundations for potential, sustainable, regional and international cooperation.

An aspect of particular interest is discovering ways in which the cultural differences in living conditions where the three countries meet represent a source of wealth for Europe as well as underscoring common ground as a connecting element. The intention is to exchange ideas on all levels, from

everyday culture to high culture. Peace and remembrance work are to play a prominent role in this. Activities around the Capital of Culture year 2025 aim to sustainably strengthen relations between the people of this region and foster visible cross-border cooperation.

Kulturhauptstadt Europas Chemnitz 2025 GmbH provides support to bilateral or trilateral cooperation projects as part of a two-stage process.

Stage 1 is an ideas competition with a submission period from 27 February to 31 August 2023. If selected by the advisory board, the project idea is worked out in stage 2 and developed into a project plan.

Stage 2 consists of a project development process starting on 1 May 2024, based on the project plans developed in the first stage and updated in the second stage, with the aim of implementation in the Capital of Culture year 2025. The second advisory board will review the submitted project plans and recommend them for implementation in the Capital of Culture year.

Who or what do we support?

Kulturhauptstadt Europas Chemnitz 2025 GmbH is not a patron in the classical sense. We see ourselves as a partner and supporter, as a motivator and an impulse booster for various projects that are planned and developed as part of the preparation for the Capital of Culture year in Chemnitz and the partner municipalities and communities and ultimately contribute to the grand idea of implementing the programme.

All entities mentioned under item 12 of the Principles Governing Participation (initiatives, associations, institutions, companies or private individuals, etc.) that are based in one of the 38 partner municipalities and communities of the cultural region, in Poland or in the Czech Republic may become direct cooperation partners of Kulturhauptstadt Europas Chemnitz 2025 GmbH in the context of the open calls.

Bilateral or trilateral partnerships between those mentioned above may already exist or be entered into during the competition period. The programme sees itself as motivation to actively seek a partner. The project idea is submitted by a main partner. Submissions must each have one partner in one of the 38 designated partner municipalities and communities of the European Capital of Culture Chemnitz 2025.

In keeping with the principles governing participation, financing is granted to non-commercial project ideas from the German-Polish-Czech border region, particularly those to be implemented in the fields of 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.

The focus will be on activities that address and implement diversity, sustainability, inclusion and multi-generational work.

Cooperation financing and capacity development opportunities:

In open call 03/23: Cross-border cooperation with partners in the Czech Republic, Poland and Germany, following approval by Kulturhauptstadt Europas Chemnitz 2025 GmbH, any research and travel costs, accommodation costs, seminar and conference fees, entrance fees, translation costs and material costs incurred during the term of the project in Stage 1 – Ideas competition will be financed up to a maximum of €5,000.

The competence development programme of Kulturhauptstadt Europas Chemnitz 2025 GmbH will offer support measures for the preparation of the project plan.

The following must be provided during the course of the project:

- A project plan for a project that can be implemented in 2024–2025
- A final report on the content
- The cost statement including all supporting documents.

Schedule

Stage 1

- February 2023 to August 2023: submission of idea outlines
- September 2023: decision by advisory board
- October 2023 to April 2024: project concepts developed

Stage 2

- May 2024: update/submission of project plans
- June 2024 to July 2024: concepts evaluated by advisory board

- August 2024 to December 2025: project implementation

Submission

You can participate in open call no. 01/23 directly via our submission platform.

<https://grenzueberschreitende-zusammenarbeit-i.mein-wettbewerb.de/>

In case of technical questions with regards to the submission platform please write via e-mail to: support@zauberberg-medien.de

Please download the template for the *cost and financing plan* – necessary for submission – under <https://chemnitz2025.de/en/allgemein/opencall/>

Your project ideas will be handled confidentially and your submitted documents will be stored and processed by us for the sole purpose of selecting the projects.

Please read our *privacy policy* regarding the open calls under <https://chemnitz2025.de/en/allgemein/opencall/>

Counselling & information events

Open call Nr. 01/23 is accompanied by information and networking events before and during the call process:

- 13 March 2023 / information event at the office of KHS GmbH (Hartmannstraße 5, 09111 Chemnitz (Germany), starting at 6 p.m.)
- 20 and 21 March 2023 / online meeting für representatives of supporting institutions
- 11 to 12 May 2023 / networking event in Chemnitz (Germany) for interested parties from Poland, Czech Republic and from the 38 designated partner municipalities and communities from the cultural region of Chemnitz European Capital of Culture 2025

For further information and queries regarding open call Nr. 03/23 please contact the following staff members of KHS GmbH:

- Mr. Herr Michal Sandor
- Mrs. Agnieszka Kubicka-Dzieduszycka

Office hours for individual counselling:

- From 20 March 2023 onward, every Monday between 4 p.m. and 7 p.m.
- Please book an appointment via the scheduling automation platform Calendly / <https://calendly.com/cz-pl-de/beratung>

OPEN CALL

Open call Nr. 04/23

Celebrate generations! – Projects for young and older people

European workshop for culture and democracy

**Kulturhauptstadt
Europas Chemnitz 2025 GmbH**



Celebrate generations! – Projects for young and older people

(Open call Nr. 04/23)

Introduction: C the Unseen – Europäische Macher:innen der Demokratie / European Makers of Democracy

How can taking part in culture and civic participation strengthen social cohesion? The central element of the Capital of Culture programme is to inspire as many people as possible to become “makers” – creative, self-effective people who contribute their skills and knowledge to shaping their social environment. This creative and entrepreneurial potential often lies hidden in Chemnitz and the region, but it is waiting to be discovered and experienced on closer inspection. The makers become European makers of democracy when they, together with others, use this potential to create something and take care of their fellow human beings, while treating each other with respect and seeing otherness as enriching for civil society.

The open call

Under “C the Unseen”, the motto of Chemnitz2025, the *Generation team* is looking for projects that discover opportunities for everyone in the peculiarities of generations and with which children and young people in particular acquire the space, knowledge and skills to create their own future perspectives.

Here, we see Chemnitz as a laboratory for issues facing all of Europe because, in the context of Chemnitz as the European Capital of Culture 2025, the demographically oldest city in Europe has the opportunity to find regional approaches to these issues, such as demographic change, loneliness and shortage of skilled workers.

Whether it's innovative tech solutions or ways of meeting – we are also looking for projects that involve older people and thus create a platform that shows appreciation for their activities, opinions and the issues they face.

We encourage European, national and local partners to include projects for and, most importantly, with the target groups of the *Generation team* in the Capital of Culture programme.

Who or what do we support?

Kulturhauptstadt Europas Chemnitz 2025 GmbH (KHS GmbH) is not a patron in the classical sense. We see ourselves as a partner and supporter, as a motivator and an impulse booster in various projects. These can be planned and developed as part of the preparation for the Capital of Culture year in Chemnitz and the partner municipalities and communities and ultimately contribute to the grand idea of implementing the programme.

In open call no. 04/23 Celebrating generations, project concepts or drafts can be submitted that appeal to at least one of the following target groups and/or have a generation-connecting effect:

- 0–6 years old: Infants and children of nursery age and their families
- 7–10 years old: Children of primary school age and their families
- 11–18 years old: Children and young people of school age
- 19–27 years old: Young adults
- 60+ years old: Older people

A fundamental aspect is that Chemnitz and the 38 partner municipalities and communities of the European Capital of Culture Chemnitz 2025 must network with Europe. By the time the contract is signed, each selected local project must demonstrate at least one European partner and each project from abroad must involve a local partner from Chemnitz or one of the 38 partner municipalities or communities. If required, the *Generation team* at KHS GmbH will provide advice in searching for partners. Partnerships must be documented via letters of intent.

KHS GmbH supports active participation on the part of the target groups in keeping with the idea of participatory cultural work. An active participatory component on the part of the local target group (e.g. in the team, in project development and/or implementation process) is a prerequisite for support. If cooperation financing is awarded, this component can be further developed in the project development process. Special attention is given to projects that are developed from within the target groups themselves.

In keeping with the principles governing participation, financing is granted to non-commercial project ideas centring around cultural creation, particularly from the fields of 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.

The focus of KHS GmbH's support is on activities that address and implement diversity, sustainability, inclusion and multi-generational work.

Cooperation financing and capacity development opportunities

Open call no. 04/23 Celebrating generations consists of a two-stage process. Until the end of submission in stage I, both project concepts and project drafts that still require development, e.g. in the form of international partnerships, can be submitted. A specially composed advisory board will shortlist the project drafts which are to be included in a targeted project development process.

In stage II, the project concepts resulting from this will be submitted again. The advisory board will then make a final decision on the projects that are to be included in the programme for the Capital of Culture year 2025.

All projects must provide their own contribution amounting to at least 10 per cent of the total amount. In individual cases, non-cash contributions (such as volunteer work) may also be recognised as an own contribution. Decisions relating to such recognition shall be made on an individual basis. Due to the individual nature of the expected submissions, a maximum financing amount is not specified as a matter of principle.

All organisations and individuals from Chemnitz and the 38 partner municipalities and communities of the European Capital of Culture Chemnitz 2025 mentioned under item 12 of the principles governing participation are eligible to apply, as are those from all EU member states and other European countries.

Schedule

Stage 1

- Submission of finished project concepts or project drafts: 27 February 2023 to 30 June 2023
- Decision of the advisory board: 7 July – 31 August 2023

Stage 2

- Project development (including internationalisation procedures, if applicable): 1 September – 30 November 2023

- Submission of finished project concepts: by 30 November 2023
- Decision of the advisory board: by 15 January 2024

Project start is possible from January 2024. 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.

Submission

You can participate in open call no. 04/23 directly via our submission platform.

<http://generationen-feiern.mein-wettbewerb.de/>

In case of technical questions with regards to the submission platform please write via e-mail to: support@zauberberg-medien.de

Please download the template for the *cost and financing plan* – necessary for submission – under <https://chemnitz2025.de/en/allgemein/opencall/>

Your project ideas will be handled confidentially and your submitted documents will be stored and processed by us for the sole purpose of selecting the projects. You can read our privacy policy here.

Please read our *privacy policy* regarding the open calls under <https://chemnitz2025.de/en/allgemein/opencall/>

Counselling & information events

Open call Nr. 04/23 is accompanied by information events before and during the call process:

- 13 March 2023 / information event at the office of KHS GmbH (Hartmannstraße 5, 09111 Chemnitz (Germany), starting at 6 p.m.)
- 11 April 2023 / online information event (in German language)
- 16 May 2023 / online information event (in English language)

For further information and queries regarding open call Nr. 04/23 please contact the following staff member of KHS GmbH:

- Mrs. Julia Palarz

Office hours for individual counselling:

- From 20 March 2023 onward, every Monday between 4 p.m. and 7 p.m.
- Please book an appointment via the scheduling automation platform Calendly / <https://calendly.com/generationen-feiern/beratung>

OPEN CALL



Open call Nr. 05/23

Urban popular culture

European workshop for culture and democracy

**Kulturhauptstadt
Europas Chemnitz 2025 GmbH**



Urban popular culture

(Open call Nr. 05/23)

Introduction: C the Unseen – Europäische Macher:innen der Demokratie / European Makers of Democracy

How can taking part in culture and civic participation strengthen social cohesion? The central element of the Capital of Culture programme is to inspire as many people as possible to become “makers” – creative, self-effective people who contribute their skills and knowledge to shaping their social environment. This creative and entrepreneurial potential often lies hidden in Chemnitz and the region, but it is waiting to be discovered and experienced on closer inspection. The makers become European makers of democracy when they, together with others, use this potential to create something and take care of their fellow human beings, while treating each other with respect and seeing otherness as enriching for civil society.

The open call

European city life takes place on streets, in clubs, meeting places, studios, in backyards, in (skate)parks, kickabout pitches, roofs, in clubhouses, allotment gardens, schools, retirement homes, nurseries and many other places yet to be discovered.

Chemnitz’s very own special city culture has developed in various places over the decades. The Capital of Culture year 2025 aims to give a wide range of initiatives the opportunity to present their activities to a broad public. Open call no. 05/23 – Urban popular culture closes a gap between the programme of arts and culture and popular culture in Chemnitz. Through the project submissions, stakeholders of European, contemporary popular culture who as yet enjoy very little visibility in the city’s public life will become perceptible.

Who or what do we support?

Kulturhauptstadt Europas Chemnitz 2025 GmbH (KHS GmbH) is not a patron in the classical sense. We see ourselves as a partner and supporter, as a motivator and an impulse booster for various projects. These can be planned and developed as part of the preparation for the Capital of Culture year in

Chemnitz and the partner municipalities and communities and ultimately contribute to the grand idea of implementing the programme.

All entities mentioned under item 12 of the Principles Governing Participation (initiatives, associations, institutions, companies or private individuals, etc.) that are based in one of the 38 partner municipalities and communities of the Culture 2025 region may become direct cooperation partners of KHS GmbH in the context of the open calls.

In keeping with the principles, financing is granted to 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.

Particular attention is given to project ideas from the fields of fashion, music, popular dance, film and cinema, radio, podcasts, radio plays, bar and pub culture, body culture, bicycle culture, jewellery design, gaming, collecting, cooking culture, working culture, garden culture and intercultural encounters – both in person and in the virtual space.

A fundamental aspect is that Chemnitz and the 38 partner municipalities and communities of the European Capital of Culture Chemnitz 2025 must network with Europe – every local project must demonstrate at least one European partner. Partnerships must be documented via letters of intent. Kulturhauptstadt GmbH supports active participation projects and project development measures, which is why an active participatory component on the part of the local target groups (e.g. in the team, in the project development and/or implementation process) is a prerequisite for cooperation financing. This component does not have to be fulfilled at the time of application and should be developed as part of a project development process with the local target group.

The focus will be on activities that address and implement diversity, sustainability, inclusion and multi-generational work.

Cooperation financing and capacity development opportunities

In open call no. 05/23, project costs incurred during the term of the project in the form of professional fees and material costs for research and travel

expenses, accommodation costs, seminar and conference fees, entrance fees, translation costs and material costs will be reimbursed up to a maximum of €5,000 for project development processes and up to a maximum of €30,000 for larger district projects, subject to approval by KHS GmbH.

For networking trips, a further €5,000 can be considered via open call 01/23.

Details are recorded in a cooperation agreement and follow the KHS GmbH principles for cooperations. Stakeholders involved in the preparation of the project plan will receive support via the competence development programme of Kulturhauptstadt GmbH.

The following must be provided during the course of the project:

- A project plan for a project that can be implemented in 2025
- A final report on the content and
- The cost statement including all supporting documents.

Schedule

Projects can be submitted from 1 September 2023 up to and including 30 November 2023. Notification of the selected projects will then be given by 28 February 2024, followed by the start of project development. Project execution and implementation can start from 1 July 2024.

Submission

You can participate in open call no. 05/23 directly via our submission platform. The link will be announced at the start of the open call.

Counselling

For further information and queries regarding open call Nr. 05/23 please contact the following staff member of KHS GmbH:

- Mr. Steffen Biernath

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. 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.

**OPEN
CALL**



FAQs / Frequently Asked Questions

**European Workshop
for Culture and Democracy**

**Kulturhauptstadt
Europas Chemnitz 2025 GmbH**

General remarks

The FAQs listed here are intended to help with questions relating to the submission of projects within the framework of open calls issued by Kulturhauptstadt Europas Chemnitz 2025 GmbH (abbr.: KHS GmbH). The purpose of the open calls is to incorporate new projects into the Capital of Culture 2025 programme and to support them, according to certain criteria, in their development to becoming Capital of Culture projects.

1. What does Kulturhauptstadt Europas Chemnitz 2025 GmbH finance?

Within the scope of cooperation financing, 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, will be financed, in each case according to the underlying open call. Activities addressing and implementing diversity, sustainability, inclusion and multi-generational work are particularly welcome.

The open calls seek project ideas/concepts that complement the Capital of Culture 2025 programme set out in bid book II. Focus areas are specified in the individual open calls and can be viewed at the time of publication.

2. What criteria does my project need to meet and where can I find information?

Projects in cooperation with Kulturhauptstadt Europas Chemnitz 2025 GmbH must meet specific criteria:

In terms of content, the project must be based on a programme field as set out in bid book II (Osteuropäische Mentalität/Eastern State of Mind, Gelebte Nachbarschaft/Generous Neighbours, Macher:innen²/Makers², In Bewegung/It's Moving) (referencing two fields is permitted).

In terms of strategic content, the so-called 5Cs (C das Ungesehene/C the Unseen, C Europa/C Europe, C den/die Macher:in in dir selbst/C the Maker in Yourself, C den/die Macher:in in anderen/C the Maker in Others, C den Raum

für Macher:innen/C the Space for Makers) must be taken into account within the framework of the project.

In addition, each open call states specific structural content criteria that are required. Detailed information on the programme fields and the 5Cs can be found in the Chemnitz 2025 Handbook, in Bid Book II, in the individual open calls and in the “Principles of participation”.

3. Who can submit projects/project ideas?

In principle, KHS GmbH can grant cooperation financing to submitters whose registered office/place of residence is in Germany or 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. KHS GmbH also finances projects that are sponsored by individuals or groups of individuals, as long as the existing structure allows implementation. Nevertheless, for tax reasons, KHS GmbH recommends sponsorship via a legal entity. Submitters are obliged to implement the project idea they have submitted, provided that it has been selected by the advisory board and the cooperation financing has been agreed. Within the framework of open calls, KHS GmbH only finances projects where implementation did not start before the decision on the selection of projects.

4. Can I submit more than one project? Can I submit projects for different open calls?

You may submit several projects, including for different open calls, provided that the projects are separated in terms of content and structure, i.e. one project must not depend on the other. In principle, it is possible to submit one project to a range of open calls. However, KHS GmbH recommends that you focus your concept on one open call. It is not possible to obtain financing through two open calls at the same time. An exception to this is open call no. 01/23 Soft Skills Academy I, the aim of which is to build up capacity for Soft Skills Academy II. It can also be used as a networking opportunity for open call no. 05/23 Urban Popular Culture. Open calls *no. 03/23 CZ-PL-DE* and *no. 04/23 Celebrating Generations* have created their own capacity-building procedures.

5. Am I allowed to submit a new project as project sponsor of a bid book II project?

No. The purpose of this programme is to activate and involve all initiatives that could not be considered with a project in bid book II and/or are not currently in a bid book project development procedure.

6. When do I need partners and how do I prove my project-related partnerships? Can I submit a project without a cooperation partner?

The open calls are explicitly designed as cooperation projects, which means that cooperation partners are a prerequisite. Exceptions to this are open calls *no. 01/23 Soft Skills Academy I* and *no. 03/23 CZ-PL-DE (Level I)*. These programmes are intended as support in actively seeking partners regionally and throughout Europe.

In open calls *no. 02/23 Soft Skills Academy II*, *no. 04/23 Celebrating Generations* and *no. 05/23 Urban Popular Culture*, both European and local project partners must already be in place.

In order to prove project-related partnerships, letters of intent from the respective partners are necessary. When these must be available depends on the individual open calls and is set out in the publication in question. It is important to explain which tasks the partners will be responsible for.

7. How is project-related European cooperation defined at KHS GmbH?

KHS GmbH requires cooperation at European level. It generally classifies projects as European projects if they are carried out in cooperation with at least one sponsor that is not domiciled/resident in the Federal Republic of Germany.

For example, the European partner can take on the following tasks within the cooperation:

- Implementation of at least one partial event outside of Germany
- Focused participation of artists from different European countries in the project
- International cooperation and assistance for preparation and research
- Networking of contributors or sub-projects
- etc.

It is crucial that the European partners play an active part in the cooperation in terms of content and structure, as well as in organising and implementing the project.

The partnerships are expressly not limited to the member states of the European Union. In exceptional cases, cooperation with non-European sponsors is also possible. However, the main activities as well as the visibility of the project must take place and be guaranteed in Chemnitz and/or the partner municipalities. Publications must appear in at least German and English for all projects.

Open call *no. 03/23 CZ-PL-DE* exclusively finances cooperation projects with planned and/or existing partners from Poland and the Czech Republic. Third-party partners are welcome.

8. Who are my contacts and how can I get advice?

Please direct any general questions about the open calls to the general email address opencalls@chemnitz2025.de.

If you have any questions about the content of the individual open calls, please contact the following people:

- *No. 01/23 Soft Skills Academy I – capacity building and networking programme for project ideas:* Pascal Anselmi (pascal.anselmi@chemnitz2025gmbh.de)
- *No. 02/23 Soft Skills Academy II – civil society pilot projects:* Pascal Anselmi (pascal.anselmi@chemnitz2025gmbh.de)
- *No. 03/23 CZ-PL-DE – cross-border cooperation with partners in the Czech Republic, Poland and Germany:* Michal Sandor (michal.sandor@chemnitz2025gmbh.de)
- *No. 04/23 Celebrating generations – projects for young and older people:* Julia Palarz (julia.palarz@chemnitz2025gmbh.de)
- *No. 05/23 Urban popular culture:* Steffen Biernath (steffen.biernath@chemnitz2025gmbh.de)

In addition to the individual advice offered by the above contacts, information events specific to the open calls will also be held. Sign up to a mailing list [here](#) to make sure you don't miss any news.

Please be aware that the individual advice available is limited. We would therefore ask you only to get in touch with the relevant contact person after

having carefully read the open call texts, principles governing participation, FAQs, etc.

9. When will information events be held on the individual open calls?

Information events will be offered during the submission period, i.e. after publication of the individual open calls. The exact dates will be announced via the KHS GmbH information channels (website, social media and mailing lists).

10. How do I submit my project? Can I also submit it by post?

A special digital submission platform will be opened for each call at the time of publication.

Upon request the KHS GmbH will provide the submission forms as PDF which then can be sent by postal mail.

11. In which languages can I submit my project idea?

Submissions may be written in German or English. Due to the international nature of the projects, submissions in English are welcomed.

12. When will I be informed of the advisory board's decision?

After the advisory board meetings, KHS GmbH will inform the project submitter about the board's decision. The advisory board may make its recommendation for the financing of a project subject to certain conditions, such as the proven willingness of other sponsors to assume a share of the financing.

13. When can I start the project?

The project may only start within the specified project period after a positive advisory board decision and subsequent conclusion of the contract between KHS GmbH and the project submitter.

14. Is it permitted to start a project early?

Starting a project early is not permitted. Unauthorised start of the project includes, in particular, making payments and entering into legal liabilities (e.g. the conclusion of a supply or service contract) before the conclusion of the contract.

15. What should my cost and financing plan look like?

We provide a cost and financing plan template on our website (“Template cost and financing plan”). Use of this document is mandatory.

16. What expenditure can be financed under the open calls?

Eligible expenditure relates to the selected project. As a rule, all expenditure (project costs, e.g. fee and material expenses) can be financed if it is necessary and economically reasonable for achieving the project purpose within the project period. The expenditure necessary to achieve the objectives is to be estimated in the cost and financing plan. KHS GmbH does not support any purchases or structural measures.

17. Are own funds to be contributed to a project?

If there is a need to contribute own funds for a project, this will be indicated in the corresponding call.

18. What are eligible own and third-party funds?

All income related to the purpose of the project (in particular donations, funds of third parties, income from admissions, sales) and the own funds of the project sponsor shall be regarded as eligible own and third-party funds. They are to be considered as resources in the cost and financing plan.

Own funds are funds derived from the applicant’s assets. Third-party funds are likewise to be understood to mean funds from, for example, private donors who have an interest in implementing the project. Grants are exclusively funds that are regularly granted by public bodies.

19. Can I assert non-cash contributions or contributions in kind in the cost and financing plan?

If the relevant open call presupposes the need to contribute own funds for a project, it will also be specified at this stage whether these can be provided through non-cash contributions (for example in the sense of volunteering) or in-kind contributions (for example in the sense of providing existing infrastructure).

20. How do changes in the estimated total expenditure and revenue affect the level of co-financing from KHS GmbH?

It is possible to make changes to projects co-financed by KHS GmbH with regard to estimated total expenditure and revenue under certain circumstances. KHS GmbH must be notified of all changes. Individual items in the cost and financing plan may be exceeded by up to 20 per cent insofar as this excess can be compensated for by corresponding savings elsewhere. The maximum amount of the contractually agreed financing in the respective open calls must not be exceeded, unless the amounts lacking are compensated for by own financing and/or co-financing by third parties.

Deviation from this may only apply if the excess is due to official project conditions or requirements subsequently arising in the implementation period. KHS GmbH will determine whether the subsequent assumption of costs is possible on a case-by-case basis.

21. Can I receive financial support for the project for ongoing material and/or personnel costs?

No. Only expenditure that is first and foremost caused by the project is eligible for financing. Expenditure borne by the current budget of an institution (e.g. the provision of regular staff or existing infrastructure) can neither be financed pro rata nor in full.

22. What do the cooperation financing agreements with KHS GmbH look like?

In the event of a positive decision, KHS GmbH will conclude a contract with the project sponsor. KHS GmbH will use a uniform contract that contains all

necessary information on the cooperation relationship. Any regulations for individual cases going beyond this will be made on a case-by-case basis.

23. How can I access the financing funds for my approved project?

Funds shall be disbursed by means of calls for funds which are contractually bound and contain a statement of performance rendered and expenditure. As a rule, project sponsors will have to initially pay their expenses and request funds after each outlay. In justified exceptional cases, an individual disbursement arrangement can be made with KHS GmbH.

24. What should the billing and documentation of a project look like?

Billing must take the form of a so-called proof of use. This consists of numerical accounting and a technical report setting out the progression of the project, the goals achieved, the impact and the final evaluation of the project. The template to be used is available on our website. Proof of use must be submitted no later than three months after completion of the project. The final instalment of the cooperation financing shall be paid only after the proof of use has been submitted.

25. How do I coordinate the planning and implementation of my project with KHS GmbH's overall programme planning?

The project must fit into the existing Capital of Culture programme in terms of content, schedule and space. Selected projects must consult and coordinate with the KHS GmbH programme and production team at the appropriate time. It is therefore advisable to consider alternative dates and locations (e.g. intervention spaces) from the outset.

26. What do I need to keep in mind when planning my public relations work if my project is selected, and how do I coordinate this with KHS GmbH?

Selected projects must consult and coordinate with the KHS GmbH communication and marketing team at an early stage with regard to the planning of their public relations work. We expect costs for marketing and public relations work to be included in the planning when submitting the

project budget. The selected projects will receive mandatory guidelines for the use of the corporate identity of KHS GmbH. If you have any questions prior to submitting, please contact the Communications team: communication@chemnitz2025.de

27. Can I use KHS GmbH infrastructure for my project – and if so, which?

Agreement on the possible use of KHS GmbH infrastructure will be regulated on a case-by-case basis as part of the contract negotiation.