

2021-2024

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project subsidies

professional arts

**AFK**  
amsterdams  
fonds voor de  
kunst

# 2021-2024

## Project subsidies Professional Arts Scheme



The Municipal Executive of Amsterdam

In view of the proposal put forward by the governing board of the Amsterdam Fund for the Arts (AFK);

Having regard to article 4 of the Regulation on the Cultural Infrastructure of Amsterdam, Basic Structure and Professional Arts Scheme 2019;

we resolve:

to establish the following Project Subsidies for the Professional Arts Scheme for the 2021-2024 period.

### PARAGRAPH 1

## General provisions

### ARTICLE 1.1 DEFINITIONS

Within this scheme, the following terms shall have the following meaning:

- a. AFK: Amsterdam Fund for the Arts;
- b. Applicant: the natural person in the legal sense or legal entity as defined in article 1.4 of this scheme;
- c. Budget deficit: the balance between estimated expenditures and revenues (without the requested amount of subsidy) in cases where the expenditures are higher than the revenues;
- d. Mediator: an independent curator or programmer who puts together the content of exhibitions or artistic programmes in the fields of the visual arts, the performing arts or the literary arts for festivals, performing arts venues or other presentation venues in Amsterdam;
- e. Cultural education: purposefully learning about and through art, heritage and media by means of targeted lessons or instruction either as part of school activities or extra-curricular activities;
- f. Project: a stand-alone activity with artistic content or a series of activities in the field of the arts conducted by one or more professional artists, whereby the result is made available or publicly accessible in any manner to an audience in Amsterdam;
- g. Professional arts: cultural activities whereby the majority of the artists involved actively make or perform art in order to earn a living;
- h. Balanced budget: a budget in which the total expenditures are fully covered by revenues (including the amount of subsidy requested from the AFK);
- i. Stipend: an amount of €15,000 for an individual course of development, research or experimentation to be worked out into a plan.

## ARTICLE 1.2 OBJECTIVE

The objective of the Project Subsidies for the Professional Arts Scheme is to invest in the arts for all residents of Amsterdam. AFK uses this scheme to support talented professional artists and cultural organisations in creating and showing art and to encourage a multifaceted range of art that has meaning for the city and its residents. Furthermore, through this scheme, the AFK invests in the artistic development of excellent makers and mediators and in consolidating and raising the visibility of their professional practice.

## ARTICLE 1.3 FOR WHAT PURPOSE AND AMOUNT IS IT POSSIBLE TO REQUEST SUBSIDY?

1. Within the Project Subsidies for the Professional Arts Scheme, you may submit a subsidy application for:
  - a. A project for which the requested subsidy may not exceed the amount of €15,000 (category I);
  - b. A project for which the requested subsidy exceeds the amount of €15,000 (category II);
  - c. A visual artwork in a public area for which the requested subsidy may not exceed the amount of €50,000 (category III);
  - d. A stipend for a fixed amount of €15,000 for the maximum duration of one year (category IV);
2. Applications for in-school and extra-curricular cultural education, active leisure-time artistic and cultural activities (culture-makers/amateur art), annual programmes or projects within the framework of study or education are not eligible for this subsidy.

## ARTICLE 1.4 WHO CAN APPLY?

1. Subsidy application for a category I project may only be submitted by a natural person or a legal entity (organisation) working on a not-for-profit basis (association or foundation).
2. A subsidy application for a category II project may only be submitted by a legal entity (organisation) working on a not-for-profit basis (association or foundation).
3. A subsidy application for a visual artwork in the public space (category III) may only be submitted by a natural person or the legal entity that has commissioned the work of art.
4. An application for a stipend (category IV) may only be submitted by a natural person, who is a professional artist or a mediator who is not employed by a cultural organisation, with at least four years of verifiable professional work experience, and who is established in the municipality of Amsterdam.
5. Organisations receiving funding from the AFK based on the 2021-2024 scheme for four-year subsidies, the two-year subsidy scheme for culture-makers or the 2021-2024 development of professional organisations scheme and institutions in the Amsterdam Basic Infrastructure (BIS) scheme as listed in the 2021-2024 Amsterdam Arts and Culture Memorandum may not submit an application under this scheme for the period in which they have already received funding from the AFK.

#### ARTICLE 1.5 AVAILABLE SUBSIDY AMOUNT

1. The governing board can either annually or semi-annually set a subsidy ceiling or partial subsidy ceiling for the distribution of subsidies within the framework of this scheme.
2. The governing board may also decide to set a subsidy ceiling for each of the categories listed in article 1.3. These amounts will be considered as whole or partial subsidy ceilings.
3. A decision to set, increase or reduce the whole or partial subsidy ceiling will be published in a daily paper, newspaper or in free local papers as well as on the AFK website.
4. A subsidy will only be granted on the condition that the Municipality of Amsterdam has provided the AFK with sufficient funds.

#### ARTICLE 1.6 GENERAL GROUNDS FOR REFUSAL FOR ALL CATEGORIES

1. The AFK may refuse to grant a subsidy irrespective of the category if:
  - a. the application does not fit with the objectives of the scheme as listed in article 1.2;
  - b. the activities do not qualify for subsidy pursuant to article 1.3;
  - c. the applicant does not qualify for subsidy pursuant to article 1.4;
2. Furthermore, the AFK may refuse to grant a subsidy irrespective of the category if:
  - a. the application is not eligible for funding after it has been evaluated on the basis of the assessment criteria referred to in Article 3.1;
  - b. the activities for which subsidy has been requested have already been subsidised by the AFK under this or another scheme or within the Amsterdam Basic Infrastructure (BIS) scheme as part of the 2021-2024 Amsterdam Arts and Culture Memorandum;
  - c. a funding application has been submitted previously for the same project under this scheme and rejected. An exception will be made for applications that were previously handled as a 'My First Application' as referred to in Article 2.3;
  - d. no account of a previous project by the same applicant for which the AFK granted a subsidy has been provided in conformity with the AFK's conditions.
  - e. according to the application, the first public presentation for category I and II applications are scheduled within thirteen weeks of the receipt of the application, or activities pertaining to category III and IV applications will start within thirteen weeks of the receipt of the application. In the case of a 'My First Application' (Article 2.3), this period is one month from the date of the interview with the AFK;
  - f. the activities will not be completed within twenty-four months after the decision to award a subsidy;
  - g. there is no budget deficit;
  - h. the amount of the requested subsidy is lower than €2,500;
  - i. granting the subsidy will cause all or part of the subsidy ceiling to be exceeded;
  - j. subsidy is requested for a presentation in a commercial setting, such as a gallery or trade fair;
  - k. the result of the project is not made available or publicly accessible to an audience in Amsterdam in some way;
  - l. the applicant pursues objectives, engages in activities or performs acts contrary to the law, the public interest or public order;
  - m. the applicant does not meet the usual standards of good governance and fair practice for the organisation concerned in terms of good management, proper supervision and a safe working environment.

#### ARTICLE 1.7 ADDITIONAL GROUNDS FOR REFUSAL PER CATEGORY

1. Notwithstanding the provisions set out in Article 1.6, the governing board may refuse to grant a subsidy for a project (categories I and II) if:
  - a. the requested subsidy exceeds 75% of the total budget;
  - b. the applicant is enrolled as a student or participant in a post-graduate arts education programme or an arts education programme funded under the Dutch Law of Higher Education and Scientific Research, unless the application concerns projects that do not take place within the framework of study, training or residency.
2. Without prejudice to the provisions of Article 1.6, the governance board shall refuse to grant a subsidy for a visual work of art in the public space (category III) if no positive advice from the Stadscuratorium Amsterdam (SCA) has been issued in respect of the design for an application exceeding €10,000. A positive recommendation from the Spatial Quality Commission is also sufficient in the case of a project integrated into a building (new or otherwise).
3. Without prejudice to the provisions of Article 1.6, the governance board shall refuse to grant a subsidy for a visual artwork in the public space (category III) if the amount of subsidy requested exceeds 50% of the total budget.
4. Without prejudice to the provisions set out in Article 1.6, the governing board will refuse to grant a subsidy for a stipend (category IV) if:
  - a. the applicant is enrolled as a student or participant in a post-graduate arts education programme or an arts education programme funded under the Dutch Law of Higher Education and Scientific Research;
  - b. the applicant is part of the 3PackageDeal at the time of application;
  - c. the applicant has received a 3PackageDeal, stipend or development budget from the AFK in the four years prior to the application, to be counted from the date of the decision to grant the previous subsidy.

#### PARAGRAPH 2

### Application procedure

#### ARTICLE 2.1 APPLICATION FORM

1. A subsidy application as defined in this scheme must be submitted using the digital form available on the website [www.amsterdamsfondsvoordekunst.nl](http://www.amsterdamsfondsvoordekunst.nl).
2. The AFK may make concrete demands regarding the manner of submitting the application. These requirements will be published on the website.
3. Applications can be submitted throughout the year as from 1 July 2021.
4. Subsidy applications will be handled in the order in which they are received. The time of submission is determined by the point in time at which the application is complete.

## ARTICLE 2.2 CONTENTS OF THE APPLICATION

1. Applications for projects in categories I to III shall include:
  - a. a completed application form;
  - b. a description of the project for which the subsidy is being requested (max. 15 pages);
  - c. a balanced budget with a financing plan;
  - d. a curriculum vitae of the most important artistic and/or organisational person(s) involved;
  - e. an extract from the register of the Chamber of Commerce that is not older than two months if the application is being submitted by a legal entity.
2. Supplementary to the first paragraph, applications for projects in category II or for works of art in public spaces (category III) shall also include a communication and marketing plan.
3. Supplementary to the first paragraph, applications for a work of art in a public space (category III) for a subsidy amount in excess of €10,000 must also include a positive recommendation on the design by Stadscuratorium Amsterdam (SCA). A positive recommendation from the Spatial Quality Commission is also sufficient in the case of a project integrated into a building (new or otherwise).
4. Applications for a stipend (category IV) must include:
  - a. a completed application form;
  - b. a plan for development, research or experiment (max. 10 pages);
  - c. a balanced budget with a financing plan;
  - d. a relevant digital portfolio and curriculum vitae;
  - e. proof of registration in the municipality of Amsterdam that is no older than two months.

## ARTICLE 2.3 MY FIRST APPLICATION

1. Applicants who have not previously received a grant from the AFK can make use of 'My First Application', which allows them to orally explain their application to the AFK at a specified time.
2. Only category I projects requesting a maximum subsidy of €5000 will be eligible for this. Articles 2.1 and 2.2 of this paragraph will apply accordingly.

### PARAGRAPH 3

## Evaluation

### ARTICLE 3.1 EVALUATION CRITERIA

1. Applications for a category I project will be evaluated on the basis of the following criteria:
  - a. artistic importance;
  - b. feasibility.
2. Applications for a category II or III project will be evaluated on the basis of the following criteria:
  - a. artistic importance;
  - b. feasibility;
  - c. importance to the city.
3. Applications for a stipend (category IV) will be evaluated on the basis of the following criteria:
  - a. artistic signature;
  - b. contribution to artistic professional practice.
4. These criteria are further explained in the explanatory notes on the scheme.

### ARTICLE 3.2 ADVICE

1. The AFK may send applications for €10,000 and above to one or more advisors.
2. The advisor or advisors will be asked for their opinion regarding the degree to which an application meets the criteria listed in Article 3.1 and the amount of subsidy.

### ARTICLE 3.3 DECISION

1. The AFK will decide – if applicable based on the advice of the advisors – on the application and the amount of the subsidy.
2. Decisions on applications will be made within thirteen weeks of receipt of the application. The AFK may decide to extend the decision-making period by eight weeks, and will notify the applicant of this before the end of the aforementioned thirteen-week period.
3. Decisions on applications explained during a 'My First Application' interview will be taken within one week. The AFK may decide to extend the decision-making period by one week and will notify the applicant of this.

#### PARAGRAPH 4

### Granting, obligations, accountability and final determination

#### ARTICLE 4.1 OBLIGATIONS ATTACHED TO THE SUBSIDY

1. The subsidy recipient must immediately inform the governing board if:
  - a. the activities for which the subsidy was granted will not take place or will not take place in their entirety;
  - b. the obligations attached to the subsidy will not be met in their entirety; or
  - c. there will be significant artistic, substantive or administrative changes to the plan on the basis of which the subsidy was granted.
2. The governing board may decide to impose further obligations on the subsidy in addition to the obligations stated in the first paragraph.

#### ARTICLE 4.2 WITHDRAWAL OF OR CHANGES TO THE SUBSIDY

1. As long as the grant has not been finalised, the AFK may withdraw the decision to award the subsidy or reduce the amount of the subsidy, in any case if:
  - a. all or part of the project or visual artwork in a public space for which the subsidy was granted or the activities for which the stipend was awarded have not taken place or will not take place in accordance with the application, the law or the scheme;
  - b. the recipient of the subsidy has acted in violation of the conditions attached to the decision;
  - c. the accounting has not been submitted within the specified deadline;
  - d. changes to the activities within the meaning of Article 4.1 of the scheme have been made for which the AFK has withheld its approval or which, according to the AFK, warrant an adjustment to the amount of the financial contribution.
2. This withdrawal or amendment shall apply retroactively to the date upon which the subsidy was granted, unless the decision to withdraw or amend the subsidy states otherwise.

#### ARTICLE 4.3 ADVANCES

The subsidy recipient will receive an advance of 90% of the awarded subsidy amount, unless it concerns a 'My First Application'. In that case, the advance will be 100% of the awarded subsidy. This advance shall be paid automatically within four weeks of the decision to grant the subsidy, unless the applicant requests otherwise.

#### ARTICLE 4.4 ACCOUNTABILITY

1. In an application for final determination of the subsidy, the recipient must submit a substantive and financial account within three months of the completion of the project or plan for which the stipend has been granted in accordance with the guidelines provided by the AFK.
2. If the total amount of subsidy granted by the AFK for a project is € 25,000 or more, or if the project has a minimum project size of € 125,000, the financial statement must also include (at least) a compilation report in accordance with the guidelines provided by the AFK.



#### ARTICLE 4.5 FINAL DETERMINATION OF THE SUBSIDY

1. The governing board shall set a final determination of the subsidy after the project report has been approved.
2. If the activities have been conducted according to the application and have met all of the obligations attached to the subsidy, the governing board will finally determine the subsidy within thirteen weeks in accordance with the decision granting the subsidy.
3. The governing board may extend the period referred to in paragraph 2 by a maximum of six weeks, provided that they notify the applicant in writing.
4. If, in the opinion of the AFK, the achievements of the recipient are less than was determined in the grant decision or if the quality of the completed project or programme does not meet the requirements laid down in the decision, this will be taken into account when finalising the amount of the subsidy. The subsidy will then be fixed at a lower amount, proportional to the lesser performance with respect to the performance for which the subsidy was awarded. The AFK is entitled to immediately recover any unjustified and/or wrongly paid subsidies and advances.

#### PARAGRAPH 5

### Final provisions

#### ARTICLE 5.1 ENTRY INTO FORCE

This scheme entered into effect as from 1 July 2021, is published in the municipal gazette and is also available on [www.amsterdamsfondsvoordekunst.nl](http://www.amsterdamsfondsvoordekunst.nl).

#### ARTICLE 5.2 OFFICIAL TITLE

This scheme shall be known as: The 2021-2024 AFK Project Subsidies for the Professional Arts Scheme.

Ratified by the governing board of the Amsterdam Fund for the Arts

Laurien Saraber  
director and member of the board

Adopted by the Municipal Executive of Amsterdam in its meeting of PM.

Femke Halsema  
mayor

Peter Teesink  
municipal clerk

## COLOPHON

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