

Guidelines for the Kreativfonds

1. Objectives

The Kreativfonds is intended to support art and design projects at the Bauhaus-Universität Weimar. Professors, academic and artistic staff members, students and doctoral candidates can develop and undertake their own projects that go beyond the curricular context. Applicants are free to choose their desired project format; interdisciplinary concepts combining art, design and/or academia are also permitted. The nature of the project should be in the foreground – applications focusing solely on equipment and facilities are not covered by the Kreativfonds.

2. Funding lines and target groups

The Kreativfonds is split into two funding lines:

a) Kreativfonds 'projects'

The *'projects' funding line* supports larger projects with high conceptual demands. They should be extraordinarily innovative and make a perceivable contribution to the Bauhaus-Universität Weimar's visibility in art and design.

(Junior) professors are entitled to submit an application for one project per tender round. As a rule, project applications should budget for a funding of minimum €10,000.

b) Kreativfonds 'young talent'

The *'young talent' funding line* promotes smaller, individual initiatives. This is designed in particular to enable staff to implement their own project ideas. Exceptional student work may also receive support.

Applications are accepted from artistic and academic staff members, (junior) professors in all faculties, and all matriculated students and doctoral candidates at the Bauhaus-Universität Weimar. Per project, a funding of up to €5,000 may be applied for. For smaller applications, a lumpsum of €1,000 may be applied for. A maximum of two applications are permitted per applicant per semester.

3. Application procedure

The tender process generally takes place once a year. The deadline is published internally at the University. If sufficient funds are still available in a calendar year, a further call for applications may be issued. All approvals are subject to the availability of funds.

Applications must be submitted exclusively via the online form on the Kreativfonds webpage. The online form must be complete and a project description must be uploaded as enclosure, which has to be personally signed by the applicant. The current forms must be used. A maximum of two pages of graphics, pictures or similar (no additional text) may be submitted with the application. Students must attach their matriculation certificate and a letter of recommendation to their applications. In addition to a letter of recommendation, doctoral candidates must also include proof of successful admission to the PhD examination procedure by the relevant faculty's graduate committee. The form 'letter of recommendation – Kreativfonds' must be used.

(Junior) professors and artistic and academic staff members in all faculties may recommend a maximum of one application per tender round or deadline.

4. Type of funding

Project-related expenditure may be applied for as part of the project.

Funding will not be provided for the following:

- Regularly recurring formats
- Sole printing cost subsidies for reproducing completed works
- Sole travel cost subsidies
- Scholarships or honoraria / remuneration for own person or for employees of the university
- Catering costs
- Excursion costs, in particular as part of teaching projects
- Acquisition costs and rental fees for technical equipment available to be borrowed from faculties
- Preparation and organisation of conferences and symposiums
- Visa costs
- Insurance
- Final papers (e.g. bachelor and master theses, etc.)

5. Awarding procedure

The decision to award funds is made by an interdisciplinary selection committee consisting of members of the Research and Projects Committee, two seconded representatives of the Faculty of Art and Design, a representative of the Faculty of Architecture and Urbanism, a student representative and the Equal Opportunities Officer. Applications under the *'projects' funding line* must be briefly presented by the applicant and their representative at the selection committee meeting. Applications under the *'young talent' funding line* are usually presented to the selection committee by members of the relevant faculty.

The committee takes the following criteria into account when approving projects:

Content and conceptual criteria

- Strategic fit with the fund's objectives
- Plausibility and quality of the application
- Originality and innovative nature of the project idea
- Sustainability and particular importance for the Bauhaus-Universität Weimar (especially concerning the *funding line 'projects'*)

General criteria

- Practicability and coherence of the project plan
- Feasibility within the one-year period
- Relation between costs and project activities
- Project not yet being implemented

6. Announcement, presentation and reporting obligations

Applicants will be informed of the selection committee's decision in writing. The projects being funded will also be published internally at the University.

All projects must be presented publicly or internally within the University no later than at the end of the maximum one-year funding period. All publications and presentations must make reference to funding from the Kreativfonds and use the Kreativfonds logo. In addition, a project report of at least three pages must be submitted (in electronic and paper form) to the Research and Projects Committee. A copy of funded publications, films or audio works must also be included. Reports on initiatives under the '*projects*' funding line must also document how the funds were used. Materials must also be made available for media and PR activities upon request.

For Kreativfonds *projects*, a brief interim report must also be submitted six months after the beginning of the funding period. If requested, the selection committee must also be given a report in the form of a final presentation on the results of the project.

7. Project implementation

Recipients of Kreativfonds funding must be members or employees of the University during the project's implementation and settlement. When spending funds to implement the funded projects and initiatives, funding recipients are bound by the financial plan submitted. The management policies of Bauhaus-Universität Weimar apply.

8. Validity of guidelines

The revised guidelines come into force on 1 February 2023 in accordance with the decision of the Research and Projects Committee of 20 January 2023. They are valid for all applications received from 1 February 2023 onwards.

For projects approved before the end of 2022 that are still ongoing, the guideline of 20 November 2017 as amended on 22 May 2019 will continue to be valid.