

# Guidelines for grant applications for Dutch presentations abroad

To submit an application for a grant for Dutch presentations abroad, fill out the digital form in 'Mijn Fonds' in full and upload the requested attachments. This document describes the contents of the application form. We strongly advise you to follow the guidelines, so that the correct information is available to assess your application.

## 1. General details of the applicant and the application

On this page you will find the details of your organization as known to us. In addition, we ask for general information about the application.

## 2. Application information

On this page fill out the performing art discipline, the dates and title details of the planned programming. We also ask you to mention any previous application(s).

## 3. Artistic motivation

On this page we ask you to motivate your artistic plan. Please provide well-founded answers to all the questions.

The questions asked on the form are as follows:

### 3.1 Information about the organization (the venue or festival applying)

- Briefly describe the objectives and activities of your organization.
- Briefly describe your position in the international arena of performing arts (including the nature and scope of international programming, your international contacts and partnerships).
- List the members of the artistic team of your organization (names of artistic director and programmer(s)).

### 3.2 Motivation

- Motivate why you want to present the Dutch performance(s) or concert(s) at your festival or venue. When presenting more than one Dutch company, ensemble or artist, describe their interrelationship as well.
- Indicate the importance for the Dutch organization of presenting themselves at your festival or venue.

### 3.3 Effects and visibility of the presentation(s)

- Have you included Dutch performers in your programming in the last three years? If so, which companies, ensembles or artists and when? And to what extent was the public reached?
- Describe your marketing campaign for the Dutch presentation(s).
- How many people do you expect to visit the Dutch presentation(s)?
- Are you organizing fringe programming (e.g. workshops, masterclasses, lectures) beside the presentation(s)? If so, what do they consist of and in what way will they provide context to the presentations?

## 4. Financial specification

On this page we ask you to specify the financial aspects of the application. This entails providing a specification of the travel and transport costs (accompanied by quotations), the costs of the planned fringe programme and a statement of the expenses you will incur for the performances to be presented. At 4.5, we ask you to provide an explanation of these amounts.

### **Attachments and documentation**

Upload the following supporting documents as PDF files. Any attachments other than the ones requested will not be taken into consideration during assessment by the advisory panel:

1. A bank statement or similar official document showing the bank account name, address and account number. Upload at question 1.3.
2. The letters of invitation or declarations of intent sent to the companies, ensembles or artists you are presenting. Upload at question 2.4.
3. Festivals: a brief summary of the previous edition's programme.  
Venues: a brief summary of the previous season's programme. Upload at question 3.4.
4. Quotations for the travel and transport costs. Upload at question 4.1.

### **Method of submission**

Applications should be submitted digitally via the website of the Performing Arts Fund NL. To submit your grant application digitally, you need a password (login code). Request one on time at [internationalisering@fondspodiumkunsten.nl](mailto:internationalisering@fondspodiumkunsten.nl). Creating a password can take several days. If you already have a password, you do not need to request a new one.

### **Decision period**

The executive committee of the Performing Arts Fund will inform the applicant of the decision in writing within 13 weeks of the final submission date.

### **Any questions?**

In the case of uncertainty and/or questions when filling in the application, or if you are not sure if you are eligible for a grant, please contact the Performing Arts Fund NL at [internationalisering@fondspodiumkunsten.nl](mailto:internationalisering@fondspodiumkunsten.nl) or + 31 (0)70 –707 27 00.