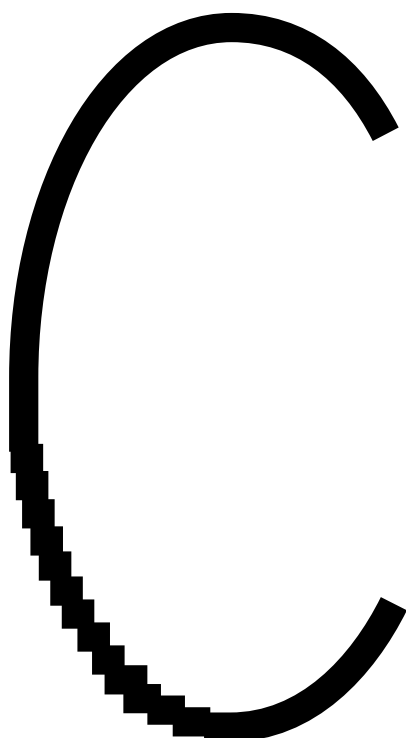


# Digital Culture Grant Scheme



**creatieve industries  
fund NL**

**design  
architecture  
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Having regard to Article 10(4) of the Cultural Policy (Special-Purpose Funding) Act, the board of the Stichting Creative Industries Fund NL, with the approval of the Minister of Education, Culture and Science, decides:

## Section I: Definition of terms

### Article 1. The Creative Industries Fund NL Mission Statement

- 1 The Creative Industries Fund NL's ("the Fund") mission is to continue and renew the rich design tradition in the Netherlands, from a cultural perspective, by stimulating experimental and research processes as well as new creation methods and to promote good commissioning.
- 2 In accordance with its articles of association and according to the statutory provisions and grant schemes, the Fund provides grants to natural and legal persons who contribute to the high quality, development and professionalization of the contemporary Dutch creative industry.

### Article 2. Definitions

The definitions used in this scheme have the same meaning as laid down in the Cultural Policy (Special-Purpose Funding) Grant Scheme (in Dutch). The definitions within this scheme are specifically understood to mean:

- 1 **Board:** the Executive Director of the Fund, as referred to in Article 5 of the articles of association;
- 2 **Creative industry:** the field of work relating to the design, architecture and digital culture disciplines, including any crossovers between these disciplines;
- 3 **Digital culture:** the field of work within the creative industry related to artistic and social design challenges pertaining to the virtual domain, new technologies, new media or games, including activities aimed at analyzing, researching and reflecting on these challenges;
- 4 **Professional maker:** a designer, programmer, developer or artist professionally positioned within the creative industry;
- 5 **Observer:** a writer, programme maker or curator, whose activities are related to the creative industry;
- 6 **Agency:** a collective or group of professional makers, who are professionally organized within an agency or studio and which positions itself within the creative industry;
- 7 **Cultural institution or organization:** a not-for-profit legal person under private law with a supportive, producing or initiating function within the creative industry, such as a lab or workshop, a platform or a presentation space;
- 8 **Project:** all activities regarding a stand-alone, specifically described activity, demarcated in time and objective;
- 9 **Starting grant:** a form of project grant up to a maximum of € 7,500 for the (initial) preparatory or research phase of a complex and/or major project. The starting grant may be provided for doing (preparatory and other) research and acquiring knowledge and financial partners. Based on this, a detailed project proposal is drawn up with respect to an application to be submitted in a new grant period;
- 10 **Co-financing:** additional financing in the form of another grant, sponsorship, investment or contribution, in addition to the grant applied for from the Fund;
- 11 **Grant ceiling:** the available amount within a grant period.

## Section 2: General provisions

### Article 3. Scope and objective

- 1 This scheme applies to applications for projects initiated by professional makers, observers, agencies or cultural institutions. The projects contribute, in the context of digital culture, or in the context of a crossover between digital culture and other disciplines, to strengthening the quality, development or understanding of digital culture.
- 2 The scheme complements the Fund's following general objectives:
  - a promoting the development of artistic quality;
  - b stimulating experiment and research;
  - c supporting reflection and debate.

### Article 4. Conditions of support

- 1 A grant will only be provided when the following conditions have been met:
  - a the project is in line with the Fund's mission statement as expressed in Article 1 and the objectives expressed in Article 3;
  - b the applicant is registered in the Commercial Register of the Dutch Chamber of Commerce or at one of the Chambers of Commerce that fall within the Kingdom of the Netherlands;
  - c the project mainly serves a Dutch interest;
  - d the project starts within six months after the date of the decision;
  - e the project period is no longer than 24 months;
  - f there is a budget deficit and, in the board's opinion, the need for a grant has been demonstrated;
  - g based on the applicant's working method, it can reasonably be expected that the goals set by the applicant will be achieved;
  - h the applicant did not fall short in complying with its grant obligations in the context of a project for which the Fund previously provided a grant;
  - i the results will be published or made publicly accessible in another way.
- 2 If the application is submitted on behalf of a cultural institution or organization, the institution or organization will adhere to the following codes:
  - a [Fair Practice Code](#);
  - b [Diversity and Inclusion Code](#);
  - c [Governance Code for Culture 2019](#).

### Article 5. Grounds for rejection

- 1 No grant is provided to or for:
  - a institutions that have a structural grant relationship with the Dutch Government or that have received a grant under the [Four-year Institutional Grant Scheme for the Creative Industry 2021–2024](#) or the [1- and 2-year Activities Programme Grant Scheme](#) from the Fund;
  - b projects that have already been subsidized under one of the Fund's grant schemes, with the exception of a starting grant;
  - c projects initiated by applicants who, during the project period, have already received support for the implementation of their development plan under the [Talent Development Grant Programme for the Creative Industry](#) from the Fund;
  - d projects for which, at the time of the application, an application is already being processed under another Fund grant scheme;

- e activities that have already taken place or started before the date of the decision;
- f projects with no reasonable amount of co-financing given the setup of the project, with the exception of a starting grant;
- g projects that are submitted again, after having been rejected by the board entirely or partially, with no changes in circumstances or new facts being specified by the applicant;
- h projects for which grant applications have already been submitted twice before and which were rejected or negatively assessed;
- i applications that are not submitted on time or are incomplete;
- j educational programmes;
- k higher professional education institutions or universities;
- l educational study trips;
- m study or training course projects;
- n projects concerning a reprise or reissue;
- o serial production;
- p labour costs relating to employees of government, provincial and municipal bodies;
- q acquisition of property, materials or equipment that will have a value after the end of a project;
- r regular construction and restoration costs;
- s drawing up design, interior, restoration and renovation plans;
- t activities and costs directly related to the founding of a company or organization;
- u activities that do not go above and beyond the regular business activities.

## Section 3: Grant application

### Article 6. Submission procedure

- 1 The Fund announces on its website, [www.stimuleringsfonds.nl](http://www.stimuleringsfonds.nl), the period within which a grant application under this scheme can be submitted.
- 2 The grant application must be submitted in the Fund's [digital application environment](#).
- 3 Applications should be drafted in Dutch or English.

### Article 7. Grant forms and grant amount

- 1 The following grants may be provided:
  - a a regular project grant, which requires a reasonable amount of co-financing;
  - b a starting grant up to a maximum contribution of € 7,500, with co-financing not being required.

### Article 8. Contents of the application

An application contains:

- 1 a fully completed application form;
- 2 a project plan which offers insight into the project's goal, setup and timetable;
- 3 a balanced budget and finance plan, complying with the [Fair Practice Code](#);
- 4 a communications plan, except in the case of a starting grant;
- 5 curricula vitae or short abstracts, demonstrating the expertise of those carrying out the project;

- 6 a digitally certified extract, issued no longer than one year ago, from the Commercial Register of the Dutch Chamber of Commerce or from one of the Chambers of Commerce that fall within the Kingdom of the Netherlands;
- 7 a representative image of the project, for communication purposes by the Fund, the necessary rights to which are held by the applicant;
- 8 where applicable, a relevant portfolio;
- 9 where applicable, letters of intent from or collaboration agreements with the most important project partners;
- 10 where applicable, a statement about the arrangements relating to intellectual property.

## Section 4: Grant provision

### Article 9. Advice

- 1 The Fund checks if the application is complete and in line with its mission statement as expressed in Article 1 and fits in with the scope of the scheme expressed in Article 3. If that is the case, the board will submit the application to an independent advisory committee for advice.
- 2 The advisory committee will formulate its advice based exclusively on the data provided by the applicant.
- 3 A positive advice may include a recommendation substantiating the amount of the grant to be provided and substantiated recommendations relating to the implementation of or not providing support for specifically stated activities.
- 4 The advisory committee applies the Fund Advisory Committee Working Method. The version published on the Fund's website at the time of submission applies.

### Article 10. Assessment

- 1 In its advice, the advisory committee makes a statement about the overall quality and degree of consistency of the proposal's goal and setup.
- 2 When assessing an application for a project grant, the advisory committee applies the following criteria, which are given the same weighting:
  - a the artistic value of the project;
  - b the contribution and significance to the area of expertise;
  - c the degree to which the project is effective in its setup, methods and the expertise involved;
  - d the project's level of support, as demonstrated by the partners involved, the method and extent of co-financing and the audience reach expected;
  - e the project's contribution to diversity and inclusion within the digital culture field of work.
- 3 When assessing an application for a starting grant, the advisory committee applies the following criteria, which are given the same weighting:
  - a the artistic value of the intended project;
  - b the degree to which the start-up phase of the project plan is effective in terms of setup and provides a clear picture of the run-up to the intended project's implementation phase;
  - c The expected contribution and significance to the area of expertise;
  - d The project's expected contribution to diversity and inclusion within the digital culture field of work.
- 4 If the total number of applications that are eligible for a grant exceeds the budget of the grant round available, applications will be prioritized. The following procedure will

then be applied:

- a the applications that have been assessed positively will be prioritized based on the assessment's outcome in accordance with Article 10, paragraphs 1, 2 and 3. This creates a priority list of the proposals that were positively assessed;
- b the amount available will be awarded to the applicants whose application ranks the highest on the priority list. The highest ranking applicants will be provided with the amount advised by the committee, as long as the total amount does not exceed the grant ceiling. The applicant, whose award would lead to the grant ceiling being exceeded, will be awarded the amount up to the grant ceiling.

## Article 11. Grant ceiling

- 1 A grant will always be provided on condition that sufficient funds have been allocated to the Fund by the Minister of Education, Culture and Science.
- 2 The board will determine grant ceilings for Round I, Round II and Round III in advance. The grant ceiling will be published in advance on the Fund's website: [www.stimuleringsfonds.nl](http://www.stimuleringsfonds.nl).

## Article 12. Decision to provide a grant

- 1 The board informs the applicant in writing about its decision within ten weeks after the final submission date.
- 2 In this decision, the board may attach other obligations to the grant provision than is stated in Articles 14 to 16.
- 3 The decision to provide a grant contains the board's advice and considerations, the conditions on which the grant is being made available, the duration of the grant period, the obligations that apply to the recipient, the maximum amount of the grant and information about any payments and advances.
- 4 The recipient may not derive any rights from the decision to the grant provision for any subsequent applications.

## Article 13. Advances

- 1 In the event of an award, the Fund will pay an advance of 80% of the amount awarded. The remaining amount will be paid after the decision on determination of the grant at the end of the grant period, unless the decision on determination establishes a lower grant amount.

# Section 5: The grant recipient's obligations

## Article 14. Administration

- 1 The grant recipient keeps records of the project in such a way that the rights and obligations, which are of importance for determining the grant, as well as the income and expenditure, can be verified at all times.
- 2 If necessary, the grant recipient gives the Fund insight into the project administration.
- 3 The grant recipient keeps the project administration and any documents forming part of it for seven years after the determination of the grant.

## Article 15. Reference to the Fund

In all its public statements about the subsidized activities, the grant recipient is to refer to the Fund as the grant provider. The Fund's logo is to be included in publications and

reports relating to the subsidized activities, as well as in invitations, announcements, websites and audio-visual productions relating to them. If a grant recipient includes other parties' logos, the Fund's logo will be depicted comparably sized in proportion to the contribution.

## **Article 16. Notifying the Fund**

If one of the situations below occurs, the grant recipient promptly notifies the Fund thereof:

- 1 the activities for which the grant has been provided will not or not entirely take place;
- 2 the obligations attached to the grant will not be fully met;
- 3 there are artistic or commercial changes compared to the development plan based on which the grant was provided.

## **Section 6: Final determination of the grant**

### **Article 17. Determination**

- 1 The grant recipient submits an application for determination in the Fund's digital application environment no later than sixteen weeks after the grant period has expired. The accountability form should be used for this.
- 2 If the activities have been implemented according to plan and all the obligations attached to the grant have been met, the board will then determine the grant within ten weeks after the accountability has been submitted in accordance with the grant provision.
- 3 If it appears that activities have not or only partly been implemented, a lower grant may be determined.
- 4 The board may issue further instructions to the recipient about monitoring compliance with the conditions attached to the grant provision.

### **Article 18. Accountability, where necessary, for grants of less than € 25,000**

- 1 If the grant is for less than € 25,000, the grant recipient demonstrates that the activities for which the grant was provided have been implemented and that the obligations attached to the grant have been met, by means of a short substantive report and a financial overview of all actual income and expenditure.
- 2 To account for a starting grant, a completed and signed online accountability form will suffice. The resulting detailed project plan for the implementation phase of the intended project can be added as attachment.
- 3 For research projects in particular and in the context of knowledge sharing and knowledge building, the grant recipient is will be asked to draw up a public version of the research report, in which the most important results and insights are shared, so that they can be exchanged with peers and other stakeholders and interested parties.

### **Article 19. Accountability for grants of € 25,000 or more**

- 1 If the grant is for € 25,000 or more, the grant recipient should always demonstrate, by means of a substantive report, that the activities for which the grant was provided have been performed and that the obligations attached to the grant have been met.
- 2 The substantive report contains an overview of the activities for which the grant was provided and the results achieved with it.
- 3 In so far as applicable, the report contains an analysis of the differences between the proposed activities and the intended results - these differences and the actual realization will then be specified in the project's description.

- 4 For research projects in particular and in the context of knowledge sharing and knowledge building, the grant recipient will be asked to draw up a public version of the research report, in which the most important results and insights are shared, so that they can be exchanged with peers and other stakeholders and interested parties.

## **Article 20. Actual cost statement for grants of € 25,000 or more**

- 1 If the grant is for € 25,000 or more, the grant recipient must demonstrate that the activities have been performed, by means of a statement on the actual costs and income.
- 2 In the statement the grant recipient indicates:
  - a that the activities for which the grant was provided, have been implemented;
  - b the total amount of the actual costs which are eligible for a grant;
  - c the total amount of the actual income, including third-party contributions;
  - d the total amount of the actual personal contribution.

## **Section 7: Concluding provisions**

### **Article 21. Objection**

A stakeholder may lodge an objection to a decision by the Fund's board by submitting a notice of objection to the board. The period for lodging a notice of objection is six weeks. This period will take effect from the date of the decision. The objection proceedings are published on the website [www.stimuleringsfonds.nl](http://www.stimuleringsfonds.nl).

### **Article 22. Protection of personal data**

The board will not provide any confidential information about an application to third parties, relating to company and manufacturing data which have been made available confidentially by an applicant to the Fund or relating to personal data as referred to in Articles 22 up to and including 33 of the General Data Protection Regulation (Implementation) Act, unless that provision ensure from a statutory obligation or does not infringe privacy.

### **Article 23. Effective date and expiry**

- 1 This scheme will become effective from 1 January 2021.
- 2 Subsidy Regulations Creative Industries Fund NL 2018 do not apply to this scheme.
- 3 This scheme will expire with effect from 1 January 2025, on the understanding that they remain applicable to the finalization of any grants provided based on this scheme.

### **Article 24. Reference title**

This scheme is to be cited as: Digital Culture Grant Scheme. This scheme will be published in the Staatscourant (official Dutch Government Gazette). The text of the Dutch version of this grant scheme prevails.

*The Creative Industries Fund NL,  
S. Groeneveld, MA-MBA (Executive Director)*