

## **INVITATION to film-makers**

to apply for a grant incl. accommodation and work placement in Villach

According to § 1 section 1 of the Carinthian Culture Promotion Act of 2001, LGBl. Nr. 45/2001 idGF. (hereinafter referred to as: K-KFördG 2001), Carinthia is required to fund and promote cultural activities for the benefit of the Province and its residents. Funding is to be granted particularly when cultural activities take place in, or have a connection with Carinthia. According to § 1 section 3 lit g) of the K-KFördG 2001, the purpose of funding is to stimulate the cultural life of Carinthia, opening a modern perspective on the outside world including cultural exchanges. Furthermore, § 2 section 1 lit. i) und lit. l) of the K-KFördG 2001 states that areas of funding should include electronic media, photography and film, as well as intercultural collaboration.

## **APPLICATION GUIDELINES:**

### **1. Subject of funding**

With the award of the grant according to this invitation the Province of Carinthia and the Town of Villach wish to promote the art of contemporary film and media, actively encouraging them in the context of cultural exchange.

Therefore, according to § 4 section 1 lit e) of the K-KFördG 2001, the Province of Carinthia, in cooperation with the Town of Villach, is awarding a 3,600.- € grant (1,200.- € per month) from **1<sup>st</sup> July 2019 to 30<sup>th</sup> September 2019**, including accommodation and work placement in Villach.

The 3,600.- € grant will be provided by the Province of Carinthia. The rent and utility costs of the accommodation as well as the work placement at FreiRaum Otelo will be paid by the Town of Villach. All additional costs are to be paid by the grant-holder.

This grant aims to give film-makers the opportunity to establish lasting contacts with the local film scene and ideally realise a project. Apart from the accommodation and work placement, the existing local network provides the best possible support. The results of the work completed during the three-month period will be presented at the K3 film festival.

### Eligible for the grant are

- production of a short, documentary, art or animation film
- film script or material development (open for all formats)

### **2. Eligible applicants**

Eligible applicants include aspiring as well as established film-makers. The submitted projects do not have to be realised completely during the three-month period. It is also possible to complete a previously started project. Completed projects cannot be taken into account.

### 3. Requirements and conditions for funding:

- Application forms (completed and signed) including attachments must be submitted within the given deadline.  
Attachments:
  - CV and artistic career (max. 1 DIN A4 page)
  - Portfolio (max. 5 DIN A4 pages)
  - Description of planned project (max. 1200 characters incl. spaces)
  - In the case of "work in progress", state current phase of work of the project (400 characters incl. spaces)
- There is no legal entitlement to a grant.
- Applications which do not comply with the requirements of this grant, cannot be taken into account.
- If no submitted project is found to be eligible, the grant funds may be awarded for other purposes in the same category.
- Please note that no detailed verbal explanation of the jury's suggestions will be given.
- Projects already completed cannot be considered.
- Compliance with house rules.

### 4. Data protection and publication:

- The grant-holder must agree to the publication of data according to § 19 section 1 lit a) of the K-KFördG 2001 in the official cultural report of the Province of Carinthia.
- In accordance with Art. 6 section 1 lit. b, e and f of the General Data Protection Regulation (GDPR), the funding agency is authorised to process electronically all personal data contained in the application form, as well as personal data arising in the course of handling and checking the funding or any reclamation concerning the applicant/grant-holder, for the purpose of processing the funding agreement, for control purposes and for any reclamations.
- In accordance with Art. 6 section 1 lit. b, e and f (GDPR), the funding agency is authorised, in the course of processing the competition, to transmit the acquired data to the transparency data base (in accordance with the 2012 transparency data base act – TDBG 2012, BGBl. I no. 99, idgF) and to request data from the transparency data base, if these are necessary for the awarding, suspension or reclamation the grant.
- Further details consequent on the collection of personal data are given on the last three pages of the announcement.

### 5. Decision

The grant is awarded by the cultural advisor of the Province of Carinthia, whose decision is based on nominations by an independent jury consisting of the members of the advisory board for electronic media, photography and film of the Carinthian cultural committee (§ 8 section 1 lit h) of the K-KFördG 2001) and a representative of the Town of Villach. Depending on the individual submissions, further experts may be consulted.

#### Incompatibility:

Members and substitute members of the Carinthian Culture Committee may not be proposed for this grant.

## 6. Report on expenditure of funds

In accordance with § 5 section. 5 of the 2001 Carinthian Culture Promotion Act, acceptance of the grant obliges the recipient to use the grant as designated and to submit a work report to the funding agency: [abt14.kulturstipendien@ktn.gv.at](mailto:abt14.kulturstipendien@ktn.gv.at) (Abteilung 14 – Kunst und Kultur, Burggasse 8, 9020 Klagenfurt am Wörthersee) **no later than three months after termination of the grant.** The work report shall furnish evidence that the intended purpose of the grant has been fulfilled: \*text and/or image display, \*clear target definition, \*description of reason for project, \*formulation of the project and, where relevant, information on possibilities for presentation (exhibitions, readings, etc.) and follow-up projects. In the case of artist-in-residence programs, a brief experience report (Were contacts established? What were the local conditions? Were you satisfied with the accommodation, or have you suggestions for improvements?). These documents serve as a basis for verifying the appropriate use of the grant.

## 7. Reference and logo placement:

The grant-holder must use the logo "Land Kärnten Kultur" and Stadt Villach (incl. mention that the project was supported by the Province of Carinthia and the Town of Villach) in all project documents belonging to the study placement, and in the case of production of a film, in the opening or closing credits of the film project.

## 8. Submission deadline and place

Film-makers who comply with the requirements for this grant, are invited to submit the signed and completed application forms including attachments via e-mail **by 15<sup>th</sup> March 2019** to: [abt14.kulturstipendien@ktn.gv.at](mailto:abt14.kulturstipendien@ktn.gv.at) (pdf-file, max. 15 MB per e-mail). **Please do not use file hosting services.**

## Information in the case of collection of data from the relevant person (Art. 13 DSGVO [GDPR])

Please note that the data you have given will be processed under the following conditions:

### 1. Purpose of processing

- a. Purpose of data processing on the basis of the 2001 Carinthian Culture Promotion Act (K-FördG 2001, LGBl. no. 45/2002 idgF).
- Processing and control the applications (in particular preparation and submission of the document, statutory storage)
  - Publication in the annual culture report and other cultural publications (with reference to data under § 19 section. 1 lit. a Z. 1, 2 and 4 K-KFördG 2001)
  - Usage control of the funding
  - any reclamation of the funding
- b. Purpose of the transmission and processing of data from grant recipients to the transparency data base (TDB), (in accordance with the 2012 transparency data base act (TDBG 2012, BGBl. I no. 99/2012 idgF., and § 4a section. 4a Z. 1 lit. b 1988 Income Tax Act, BGBl. no. 400/1988 idgF).
- uniform and clearly understandable display of funding received from public authorities (information purposes)
  - compilation of analyses for statistical, planning and management purposes (control purposes)
  - rapid and straightforward verification by the handling authority of the existence of necessary conditions for the granting, suspension or reclamation of funding (evidence and verification purposes)
  - fulfilment of a condition for the tax-deductible donations according to § 4a section. 2 Z. 5 EStG 1988

### 2. Legal basis

- 2001 Carinthian Culture Promotion Act (K-FördG 2001, LGBl. Nr. 45/2002 idgF)**
- 2012 transparency data base act (TDBG 2012, BGBl. I no. 99/2012, idgF.)**
- Art. 6 § 1 lit. b, e and f Data Privacy Law (DSGVO, EU Official Journal, L 119, 04.05.2016<sup>1</sup>)**

In accordance with **Art. 6 §. 1 lit. b, e and f DSGVO**, the funding agency is authorised to process digitally all personal data contained in the grant application, concerning the applicant/recipient of the grant, in the course of handling and controlling of the grant and in any reclamation, for the purposes of processing the grant application, for control purposes and for any reclamations.

In accordance with **Art. 6 §. 1 lit. b, e and f DSGVO**, the funding agency is authorised, in the course of processing the grant, to transmit the collected data to the transparency data base (in accordance

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<sup>1</sup> Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 for the protection of individuals with regard to the processing of personal data, on the free movement of such data, and repealing directive 95/46/EG.

with the 2012 transparency data base act – TDBG 2012, BGBl. I no. 99/2012, idgF.), and to request data from the TDB, in so far as these are necessary for the granting, suspension or reclamation of the grant.

### 3. Request for information from registers

For the unambiguous identification of the natural person in the transmission of data to the TDB, information from the following registers must be requested:

- Zentrales Melderegister – ZMR [Central register of residence registrations], supplementary register of natural persons (possibly also previous registration, if the natural person is not included in any other register)
- supplementary register for other relevant persons (possibly also previous registration, if non-natural person is not included in any other register)

In addition, in the processing and handling of grant applications, requests for information from the TDB is necessary for co-ordination with other funding agencies, for control of expediency, economy and efficiency and for usage control.

### 4. Notes on processing

The collected data are processed exclusively for the stated purposes in compliance with the current data protection legislation and the principle of proportionality.

Please note that if the necessary data are not provided, it is not possible to utilise the desired services.

As a data subject, you have the right to information on personal data concerning you, as well as to the correction, deletion, objection or restriction of processing within the legal requirements.

Should you consider that your rights are not, or not adequately, being complied with, you may enter a complaint with the data protection authority.

### 5. Further information

**Deletion of data:** retention period: at least seven years

Deletion of data from the TDB is based on the regulations of the 2012 TDBG [transparency data base law].

**General information** concerning data protection and DSGVO [GDPR]:

<https://www.ktn.gv.at/Diverses/datenschutz>

**Links:** Additional information on security of your data in the transparency data base is available under:

[https://transparenzportal.gv.at/tdb/tp/sidebar\\_si\\_sicherheitsinformationen](https://transparenzportal.gv.at/tdb/tp/sidebar_si_sicherheitsinformationen)

## 6. *Contact details*

### **Contact details of data protection officer:**

Post: Amt der Kärntner Landesregierung; Abteilung 1 – Landesamtsdirektion,  
Datenschutzbeauftragter  
Arnulfplatz 1, 9021 Klagenfurt am Wörthersee  
Tel: (+43) 050 536 E-mail: [datenschutzbeauftragter@ktn.gv.at](mailto:datenschutzbeauftragter@ktn.gv.at)

### **Contact details of relevant person in charge:**

Post: Amt der Kärntner Landesregierung; Abteilung 14 – Kunst und Kultur  
Burggasse 8, 9021 Klagenfurt am Wörthersee  
Tel: (+43) 050 536 34002 E-mail: [abt14.post@ktn.gv.at](mailto:abt14.post@ktn.gv.at)

## APPLICATION FORM

Grant including accommodation and work placement for film-makers:

(Please cross where applicable)

- Production of a short, documentary, art or animation film
- Film script

**Title of the project (max. 210 characters incl. spaces):**

**Short description of the project (max. 1200 characters incl. spaces)**

**Account of the stage reached in the development of the project (max. 400 characters incl. spaces):**

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Academic title                      First name    Surname

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Address (post code/town/street/no.)    Telephone:

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E-mail:    website

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Date of birth:    Place of birth

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University or academy:

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Name of the Institute    Date of graduation

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Name of bank    Account holder

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IBAN    BIC

Attachments to be submitted with the application form by e-mail:

- CV and artistic career (max. 1 DIN A4 page)
- Portfolio (max. 5 DIN A4 pages)
- Description of planned project (max. 1200 characters)
- In the case of "work in progress", state current phase of work of the project (max. 400 characters)



- The signatory confirms the correctness of the information given.
  - I have understood and agree with the terms and conditions.
  - In accordance with § 5 section. 5 of the 2001 Carinthian Culture Promotion Act, acceptance of the grant obliges the recipient to use the grant as designated and to submit a work report to the funding agency: [abt14.kulturstipendien@ktn.gv.at](mailto:abt14.kulturstipendien@ktn.gv.at) (Abteilung 14 – Kunst und Kultur, Burggasse 8, 9020 Klagenfurt am Wörthersee) no later **than three months after termination of the grant.** The work report shall furnish evidence that the intended purpose of the grant has been fulfilled: \*text and/or image display, \*clear target definition, \*description of reason for project, \*formulation of the project and, where relevant, information on possibilities for presentation (exhibitions, readings, etc.) and follow-up projects. In the case of artist-in-residence programs, a brief experience report (Were contacts established? What were the local conditions? Were you satisfied with the accommodation, or have you suggestions for improvements?). These documents serve as a basis for verifying the appropriate use of the grant.
  - The grant recipient consents to the application documents being passed on to the jury members and possibly also to the co-operation partner or the host (for artist-in-residence grants).
  - Should the grant not be used as designated, it must be repaid immediately.
  - The grant-holder agrees to publication of data relating to the award of the grant (see § 19 section 1 K-FördG 2001) in the official culture report of the Province of Carinthia. In addition, the grant-holder is obligated to use the logo "Land Kärnten Kultur" and the "Stadt Villach" (country of Carinthia and the city of Villach) on all project documents, publications and specimen copies as well as in the case of the production of a film in the opening or closing credits of the film project and to point out that this is a project funded by the state of Carinthia and the city of Villach.
  - In accordance with Art. 6 section 1 lit. b, e and f of the General Data Protection Regulation (GDPR), the funding agency is authorised to process electronically all personal data contained in the application form, as well as personal data arising in the course of handling and checking the funding or any reclamation concerning the applicant/grant-holder, for the purpose of processing the funding agreement, for control purposes and for any reclamations.
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  - I have taken note of the information concerning the collection of my personal data.
  - The grant-holder agrees to keep to the house rules (accommodation and work placement FreiRaum Otelo)
  - The applicant confirms the accuracy and completeness of the information given in the form.
  - Any legal disputes in connection with this contract fall under the jurisdiction of the court in 9020 Klagenfurt am Wörthersee according to § 104 JN.
- I hereby agree that Division 14 (Arts and Culture) of the Province of Carinthia may transmit information, such as the announcement of current grants or similar, to the e-mail address given in the form

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Place/Date

Signature