

Stimuleringsfonds voor Architectuur

the Netherlands Architecture Fund

A grant application must include: the application form, a project plan, a budget and, if applicable, a communication plan and the necessary compulsory enclosures.

If you are not applying by email, the application and enclosures must be submitted on separate pages and only printed on one side. Those applying by email must fully complete and sign the last page of the form and send it to the Netherlands Architecture Fund with the necessary enclosures and include a reference to the email application. Grant applications are submitted to the Fund's Advisory Committee as black-and-white copies and in standard A4 format.

The following list serves as a guideline for enclosures:

- Work plan/visual material/policy plan/ synopsis/scenario/summaries, maximum 8 pages
- Communication plan, maximum 2 pages
- Budget, maximum 2 pages

Please enclose a copy of the statutes if applicable

Please enclose a copy of the Chamber of Commerce certificate (maximum one year old)

Application Form

1. Organization

Organization

Address

Postcode and town

Country

Telephone

Email

Bank account number

Name of bank account holder

Website

Contact person

Street and house number
contact person

Postcode and town
contact person

Telephone

Email

Legal Status

- Foundation
 Association
 Government
 Other, namely:

Chamber of Commerce registration number

2. Project Details

The Netherlands Architecture Fund runs a Basic regulations and a number of sub-regulations. For further information, see the explanatory notes to the application form

A project cannot start until 10 weeks after the closing date. The maximum duration of a project is 24 months

Which programme or sub-regulation are you applying for?

- Netherlands Architecture Fund Basic regulations
- Research and Design
- Research and Design Start-up Grant
- International Projects

Project title

Project start date

Project finishing date

Project type

- Research
- Design-based research
- Exhibition/presentation
- Competition
- Audiovisual production
- Periodical
- Research start-up grant
- Publication
- Manifestation/event
- Symposium/debate
- Annual programme

Other, namely:

3. Financial details of the project

Do not forget to include an itemized budget of income and expenditure, as well as copies of offers and confirmation of co-funding. Specify the hourly rate of paid employees and other costs

For publications you must complete the publications costing form

If you are btw (VAT) registered, the budget should be drawn up exclusive of btw (VAT)

Total project costs

Requested grant sum

Requested grant sum from other bodies

Own contribution (if applicable)

Own income (e.g. from sales)

Are you btw (VAT) registered for this project?

yes no

btw (VAT) number

4. About your project

What is the aim of the project? Tell us the motives for implementing the project and in what way your project will complement existing research and projects.

Please give as specific a description as possible of the structure of your project.

Please give a brief outline of your project. You can provide further information in the enclosed project plan, work plan, schedule, visual material, synopsis or summaries

Applicants for a start-up grant need not answer the following questions but go straight to section 6

*Tick one category
For further information see the explanatory notes to the application form*

Please include CVs or a description of experts and/or organizations involved

The Netherlands Architecture Fund divides projects into the following categories: knowledge development (specifically for a specialist public), knowledge exchange (specifically exchange between professionals) and public outreach (specifically targeted at disseminating architectural knowledge to a wider public). These form the basis for the criteria on which grant applications are assessed for eligibility.

Which category is most applicable?

knowledge development knowledge exchange public outreach

What is the significance of the project for the design profession (knowledge development and knowledge exchange) or the wider public (public outreach)?

Which people and organizations are taking part in the project and what is their role?

Where programmatic selections have been made, please give a brief description of the considerations that prompted the choices.

Please supply as specific a description as possible of the working method and methodology of the research.

*Please complete
for the sub-regulation
Research and Design*

Please indicate how Dutch architecture and urban design will be given an international profile, mentioning any potential foreign partners.

*Please complete
for the sub-regulation
International Projects*

5. Communication and publicity

Which section of the public and which target groups are you hoping to reach?

What activities are being undertaken to publicize your project?

What is your anticipated outreach (in numbers)?

*Please enclose
a communication plan
if applicable*

Please supply the project titles

If you have previously received a grant, are there any outstanding reports still to be submitted?

6. Checklist enclosures

- | | |
|---|---|
| <input type="checkbox"/> Budget and financial plan (compulsory) | <input type="checkbox"/> Bank details (compulsory in the case of international bank payments) |
| <input type="checkbox"/> Brief CVs or description of experts or organizations involved (compulsory) | <input type="checkbox"/> Work plan |
| <input type="checkbox"/> Copy of registration Chamber of Commerce (compulsory) | <input type="checkbox"/> Policy plan |
| <input type="checkbox"/> Copy of the statutes (compulsory if applicable) | <input type="checkbox"/> Beeldessay |
| | <input type="checkbox"/> Synopsis |
| | <input type="checkbox"/> Confirmation of co-funding |
| | <input type="checkbox"/> Declaration of intent |

Other, namely

7. Signature

I the undersigned declare that to the best of my knowledge all answers to questions in this application form are accurate and that I accept the procedure and formal criteria as outlined in the explanatory notes to the application form, in the Contribution Programme (Netherlands Architecture Fund additional regulations) and, where applicable, in any sub-regulations.

Name

Function

Place

Date

Signature

Signed by the direction / Chamber of Commerce authorized signatory

Those applying by email must fully complete and sign the last page of the form and send it to the Fund with the necessary enclosures and include a reference to the email application

Please send the completed form to:

Netherlands Architecture Fund
Postbus 29066
3001 GB Rotterdam

Formal criteria

Contributions are not awarded to:

- ▶ Organizations that receive structural funding from the central government;
- ▶ Municipal and provincial authorities;
- ▶ Repeat projects or a publication reprint;
- ▶ Projects that take place within the framework of study or education;

Contributions are not awarded for:

- ▶ Education programmes or related activities of education institutions;
- ▶ Official Dutch contributions to exhibitions and biennials;
- ▶ Dutch Higher Education (HBO) or university related research;
- ▶ Study tours;
- ▶ Operation deficits;
- ▶ Viability research;
- ▶ Labour costs for employees of government, provincial or municipal organizations;
- ▶ Acquiring possessions;
- ▶ Construction and renovation costs;
- ▶ Interior design, restoration and refurbishment costs;
- ▶ Projects or a series of projects with a duration of more than 24 months;
- ▶ Projects that form part of the applicant's regular activities;
- ▶ Projects that involve national heritage and the preservation of historic and listed buildings.

Only fully completed application forms, accompanied by the required details, information and documentation will be considered;

Handwritten applications cannot be considered;

Grant applications must be submitted at least ten weeks before the start date of a project, in compliance with the submission dates determined by the Board;

A grant is only awarded to a project: that is a one-off autonomous activity that takes place within a maximum period of 24 months;

Grant applications can only be considered for projects that show a funding deficit. Moreover there must be evidence of co-funding. Contributions cannot be awarded to projects where there is no evidence of a reasonable personal contribution, personal income, sponsorship, and/or other funding;

Only legal bodies or organizations that are registered with the Chamber of Commerce are eligible for a grant award;

Only those activities that have a direct bearing on the implementation of a project are eligible for funding;

The SfA can decide to refuse an application without further consideration or advice if the same applicant has failed to submit the required reports, or submitted insufficient reports, concerning a previous project for which the SfA provided a financial contribution.

Grant applications will not be considered in cases where the project is not scheduled to start within 12 months.

The Netherlands Architecture Fund may decide not to consider a grant application if the accompanying details and documentation are insufficient for the application to be assessed on its content. In such cases the applicant is requested to provide the relevant details and documentation within a period of two weeks.

Applications for grants for a publication must complete the costing form. There should be a guaranteed national (or international) distribution network for the circulation of the publication. An ideas competition or multiple

assignment must conform to the current rules and regulations. The applicant is referred to Architectuur Lokaal (www.arch-lokaal.nl) for further information. Prize money falls outside the funding scope.

The maximum grant for a start-up grant is 7500 euros. A start-up grant must result in a detailed research proposal. The maximum grant for an audiovisual production is 25,000 euros. The guideline for internal hourly rates is 65 euros.

Assessment

With regard to the procedure governing an assessment and the award of a grant, the Netherlands Architecture Fund may decide to give priority to a specific application in connection with:

- ▶ the Fund's available budget;
- ▶ the Fund's specific priorities as laid out in its published policy plan;
- ▶ the allocation of funds for implementing sub-regulations.

Applicants will be advised of this, and of the date when the applicant can expect a decision on the application, in the acknowledgement of receipt of the application.

Applications are submitted to the Advisory Committee for recommendation. In general the Advisory Committee examines the application for consistency. The Advisory Committee can give a negative recommendation in cases where the aim, format and outreach do not conform with each other. In such cases it is judged the applicant's aim cannot be achieved.

The Advisory Committee apply the following criteria when making a programmatic assessment of an application.

Knowledge development

The project contributes to the Dutch

development of knowledge concerning architecture, spatial design and/or spatial planning and focuses on the design disciplines and/or parties involved in the building industry. It forms an addition to existing theory and/or practice, and/or is expected to stimulate new developments in the field of spatial design and/or planning because of its exceptional, exemplary character; and/or poses questions about current insights and working methods.

Knowledge exchange

The project contributes to the exchange of knowledge between parties involved in spatial design and/or spatial planning and concerns current (international) architectural and spatial issues in the broadest sense of the word. It forms an addition to existing theory and/or practice, and/or stimulates through innovative collaborations exemplary study cases and/or the extent to which underexposed or urgent spatial issues are addressed. The results of the project should be significant to Dutch design practice.

Public outreach

The project contributes positively to enhancing public interest in architecture, spatial design and spatial planning in the broadest sense of the word. There is a relation with current issues and there is support for the project as evidenced by the expected public interest and the collaboration with and/or contributions from third parties.

Assessment International Projects

A project should:

- ▶ Profile Dutch architecture and urban design internationally and/or foster the dissemination of knowledge of Dutch architecture and urban design internationally
- ▶ Be innovative in form, content or collaboration
- ▶ Establish or maintain collaboration between a Dutch and a foreign organization

Assessment Research and Design Projects

- ▶ The project concerns a current or future spatial brief
- ▶ and/or is expected by its exceptional character to stimulate new developments in the field of spatial design and/or spatial development
- ▶ and/or foster discussion about current insights and working methods
- ▶ A multidisciplinary approach and collaboration with different bodies is recommended
- ▶ The intended result adds existing theory and/or practice

Assessment Start-up Grant

The minimum requirement of a proposal is a clear, concise description of:

- ▶ the project proposition
- ▶ the scale or scales on which the research focuses
- ▶ the research approach
- ▶ the disciplines involved
- ▶ the training, background and experience of those responsible for carrying out the research
- ▶ the way in which the results will be made public

Decision

The applicant will be notified of the decision approximately nine weeks after the closing date for applications. The decision includes an account of the recommendation, the conditions under which the grant is awarded, the requirements that the applicant must fulfil, the end-date of the project, the maximum grant, and the applicant's responsibilities subsequent to the project's completion. The decision can become null-and-void if the project has not been started within twelve months of the grant award. The decision can be revoked in cases where the project is either not implemented or is differently or partially implemented. It is imperative therefore that any changes are made known to the Netherlands Architecture Fund as soon as possible.