STUDENT UNION PROJECT FUNDING
SUMMER SEMESTER 2018

HOW DOES THE PROJECT FUNDING WORK?

The next deadline for the submission of applications is April the 7th, 2018. The highest possible sum of funds which can be applied for at student union's project funding is 750€.

The department for cultural affairs (Gegenkulturreferat) organizes the constitution of a jury to go through the applications and decide the distribution of funds. The proposals for distribution will consequently be discussed in the UV meeting and information on funding will be announced after the meeting.

As an average, 10 projects will be funded per semester, since we have to work with limited finances and want to give support in a reasonable frame.

Please respect the deadline on June 15, 2018 for the submission of bills, so accounting and documentations can be handled in time and payout can be carried out.

The money will be paid out after the submission of bills and a documentation of the finished project which means that until then you have to pay the bills on your own and will get the money back later. (This applies also to artist fees and other honoraria!)

Bills must be dated within the current financial year **(July 1st 2017 - June 30th 2018)**.

We will run a small workshop on how to write a proposal and prepare bills for accounting and refund on **26.03.2018 at 2 p.m.** at ÖH Wolke (Student Union Common Room, 4th floor). If you cannot attend, write us an e-mail at oehkulturreferat@akbild.ac.at and we will send you the presentation.

WHO CAN APPLY?

Everyone inside and outside of the Academy can apply for project funding. There must be one applicant for group projects. Per semester, person and type of funding one application is possible.

WHICH PROJECTS ARE FUNDED?

- Projects and art, which show one or more of the following aspects: anti-racist, anti- discriminatory, queer feminist, participative; projects which make an effort to be barrier-free, projects and events which are accessible for free, projects that are realized with an environmentally conscious approach.
- Projects and art, which contain approaches to networking between members of the academy and other institutions, collectives and groups
- We preferably support projects which are licensed under a creative commons attribution (www.creativecommons.org) and/or which are licensed anti-copyright. In case, you choose another form of copyright for your project, please explain your choice.

WHICH PROJECTS CANNOT BE FUNDED?

-Projects which take place in the framework of a seminar or are organized as class projects (according to us they should be financed by the Academy)
-Projects with party political character or taking place in the context of events with a mostly party political character
-Projects with a predominantly commercial character or taking place in the context of events with a predominantly commercial character
-Projects, which are adequately financed by institutions (galleries, museums, cultural institutions)

HOW DOES THE APPLICATION WORK?

Applications for funding is possible only online!

Please submit your application via a PDF (a single PDF that contains all the required documents with the title: GKR_YourName to: oehkulturreferat@akbild.ac.at) or via the WEB FORM: http://www.oehakbild.info/referat-fuer-gegen-kultur/projectfunding-projektfoerderung/).
The PDF should contain the following documents:
- The filled in form with a description of the work and a time schedule (including participants, persons addressed, relevance for students, context to student union of Academy of Fine Arts)
- Complete cost listing with all expenses of the projects, earnings, funding (applied for as well as permitted), cooperation, gains. Applications which do not show the amount and the exact aim of the support applied for will not be considered.
- Optionally visualizations of the projects (texts, drafts, pictures, plans, synopsis, storyboard, etc.)
After the decision-making process you will be informed about granted sums via e-mail.

Form, guidelines and other information can be found at: http://www.oehakbild.info/referat-fuer-gegen-kultur/ TEL.: +43 (1) 588 16-3300 or in the student union's office (Augasse 2-6) MON 2-4pm - opening hours of the department for cultural affairs (Gegenkulturreferat)

HOW DOES PAYOUT WORK?

If you get funded, bills, vouchers, invoices etc. have to be presented to the department for financial affairs. These must be dated within the current financial year (July 1st 2017 - June 30th 2018). If this is not possible, we ask you to apply for funding the following year. Only costs which are already listed in the application can be paid out.
If you have any questions concerning payout, please contact the department for financial affairs: oehfinanzreferat@akbild.ac.at
- Bills (original bills, glued on an A4-page), showing product and location with sum and VAT. If you transferred money or bought something (e.g. flight tickets) online, we need a transfer voucher or a credit card voucher.

- A detailed documentation of the finalized project (a written documentation of the work that is at least half a page long and, if existent, printed material like flyers etc., photos, website, results, reflections, reactions to the project, follow- up activities, etc.) If this final report is not presented, the granted means will be forfeit.
We would be happy, if you could send us material (e.g. photos, short text, video, etc.) in order to make the projects that were funded visible on our Tumblr: http://projectfunding.tumblr.com/
Payout is only possible after handing in the documents listed above!
Deadlines for handing in bills, documentation and refund form:
March 1st, 2018
   Please deliver the following documents at the Gegenkulturreferat postbox (Augasse 2-6) or personally during the Gegenkulturreferat opening hours (Augasse 2-6 – MON 2pm-4pm):
   - Refund form (signed)

FURTHER INFORMATION:

- Material costs: generally funded. Equipment rental: only funded if not provided by the Academy.
- Equipment purchase: only funded if not provided by the Academy. If the costs are more than 100€, the equipment will be considered student union property after the project has ended.
- Space rental: generally funded. Please consider spaces at the Academy or other cheap or free of charge rooms and give reasons for your choice.
- Publications: not profit-oriented publications will be favored. For periodic publications you can only apply once.
- Travel and transport costs: Please submit price proposals from 3 different providers. Please try to find the cheapest solutions. Unjustified travel expenses and tourism will not be supported. Train tickets must be validated, for the refund of flight tickets we need the boarding pass.
- Accommodation bills cannot be accepted.
- Meals (restaurants, fast food, super markets, etc.) will not be supported. Alcohol will not be supported.
- Participation in conferences, seminars, symposia: Will be supported only if the information and experience accumulated will be

shared with others afterwards (workshop, project, exhibition, seminar, article, etc.).

- Fees and invoices: Only third-party fees and honoraria will be supported. Please give reasons for your need of third parties.

- The student union project funding has to be mentioned in the work at least once.