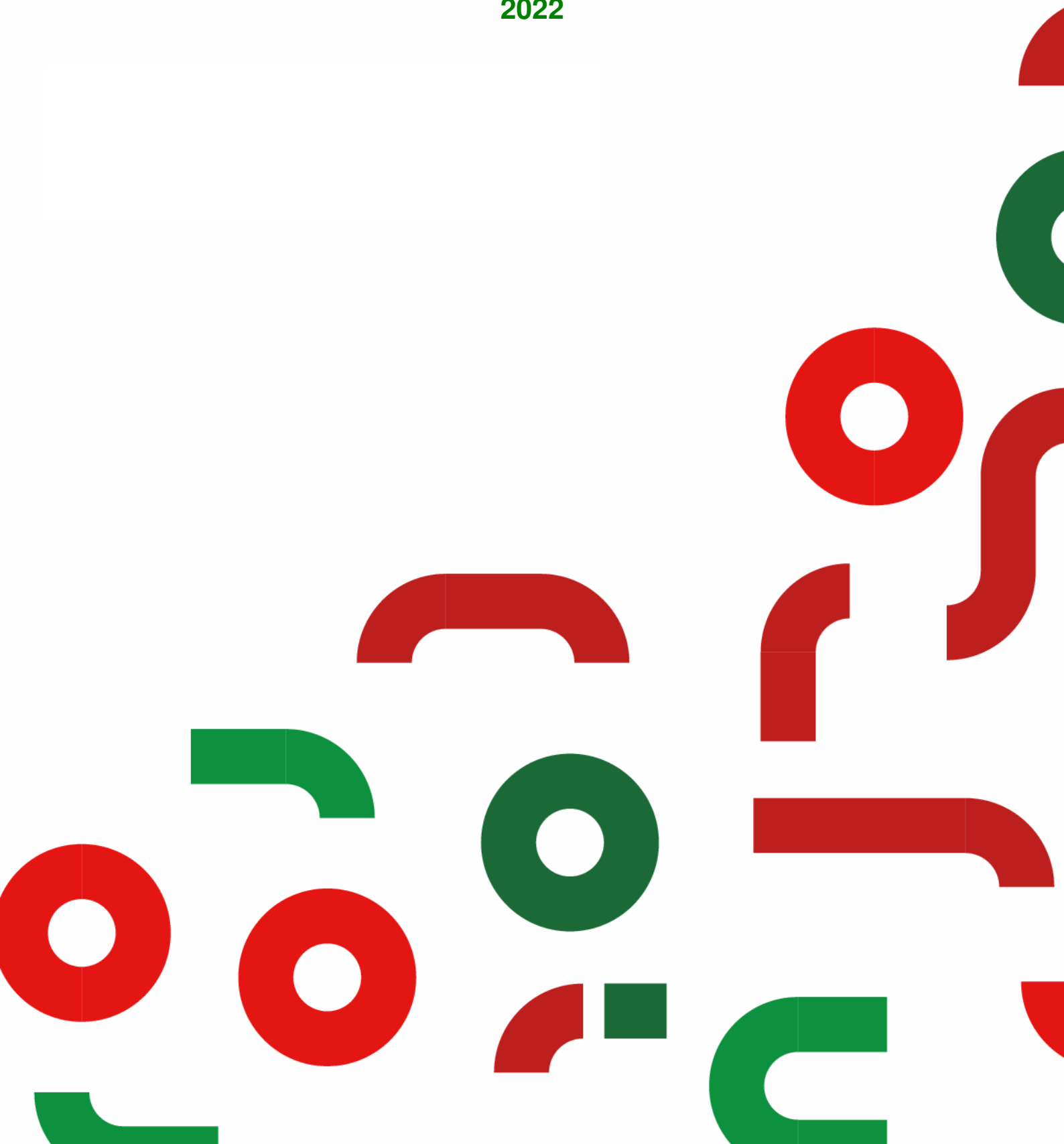


italianCouncil
Bringing our Contemporary Art to the World

**ELEVENTH EDITION
2022**



ITALIAN COUNCIL PROJECT

**PUBLIC CALL FOR THE FUNDING OF CULTURAL PROJECTS
AIMED AT THE NATIONAL AND INTERNATIONAL PROMOTION, PRODUCTION,
KNOWLEDGE, CIRCULATION AND DISSEMINATION OF ITALIAN CONTEMPORARY
CREATIVITY IN THE FIELD OF VISUAL ARTS**

**ELEVENTH EDITION
2022**

Italian Council is the programme promoted by the Directorate-General for Contemporary Creativity of the Italian Ministry of Culture for the support, promotion, and dissemination of contemporary Italian art in the world.

Info at: <https://creativitacontemporanea.beniculturali.it/en/italiancouncil/>
Italian Council Secretariat: italiancouncil@beniculturali.it

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GENERAL REGULATION

Art. 1 - Premises and objectives

The Directorate-General for Contemporary Creativity (Direzione Generale Creatività Contemporanea del Ministero della Cultura, hereafter called “DGCC”) initiates a public procedure for the funding of projects that promote the international and domestic production, knowledge and dissemination of contemporary Italian creation in the field of the visual arts and the increase of the public collections of Italian museums. Projects can be proposed by museums, public and private cultural bodies, university institutes, foundations, cultural associations, committees formally established by any other subject with legal personality, provided they are all not for profit and – only in the cases explicitly indicated – by artists, curators, and critics. Funding is delivered on the basis of merit rankings drawn up by a Jury in accordance with the provisions of the Regulations implementing the Italian Council project (Directorial Decree no. 17 of 12 February 2019 registered with the Court of Auditors (Corte dei Conti) on 19 March 2019, *folio* no. 371).

The **main objectives** of the Italian Council programme are:

- to support artistic, critical, and curatorial production, practice and research at a high level of quality in the area of Italian contemporary creativity, with particular regard to visual art, with an international perspective;
- to promote contemporary Italian art and Italian artists, curators, and critics abroad;
- to foster the creation of international networks for the promotion, the valorisation and the knowledge of Italian contemporary art abroad;
- to support the research and the career development of Italian artists, curators, and critics, with particular regard to young talents.

Art. 2 - Areas of intervention, subjects involved, partnerships and agreements, restrictions

The call is organised through three specific areas of intervention, articulated as follows:

Area 1 – International commissions and acquisition of artworks

- ✓ Production and acquisition of new works with related international promotion; acquisition of works whose execution dates back to less than 50 (fifty) years ago with related international promotion (**Section I**).

Area 2 – International promotion of artists, curators, and critics

- ✓ Funding for the production of a monographic exhibition at a foreign cultural institution (**Section II**);
- ✓ Funding for the participation of an artist in a periodic international event, or in a group exhibition at the invitation at a foreign cultural institution (**Section III**);



- ✓ Funding for the participation of a critic or curator as *guest curator* in a periodic international event, or in a monographic or group exhibition at a foreign cultural institution (**Section IV**);
- ✓ Funding for an international editorial production (**Section V**);
- ✓ Funding for promotion and valorisation events linked to the acquisition of one or more works by a living or non-living Italian artist by a foreign museum (**Section VI**).

Area 3 – Development of talents

- ✓ Grants for research residencies abroad for artists, curators, and critics at an accredited foreign site (**Section VII**);
- ✓ International research grants for artists, curators, and critics (**Section VIII**).

Subjects involved

Applicants for all intervention areas may compete individually or, exclusively for the cases as per Sections I, II, III, V and VI, in partnership.

Subjects are defined as follows:

- **Implementing subjects:** the non-profit public or private subjects that carry out the project (individual applicant or lead applicant along with the project partners).
- **Individual applicant:** the party that submits the project and carries it out autonomously.
- **Lead applicant:** the party that submits the project and makes use of one or more project partners; the lead applicant is the only direct recipient of the funding, and is the only party responsible for the project vis-à-vis the Administration, including the monitoring and reporting activities.
- **Project partner:** the party that supports the lead applicant in carrying out some specific project activities and that, in order to carry out these activities, may receive, from the lead applicant, a minority share of the funding, to be managed directly.
- **Cultural partner:** the party other than the implementing subjects that commits to culturally promote the project and is not a recipient of the funding, even indirectly. All public and private bodies, recognised and not recognised by the regulations in force, may be cultural partners. The DGCC reserves the right to assess the admissibility of the partnership, based on criteria of appropriateness and reliability.
- **Co-funder:** a party – with legal or natural personality – committed to economically supporting the project, by delivering to the applicant monetary funding to carry out that project (*donor o supporter*). A project partner or a cultural partner may also be the project's co-funders.
- **Sponsor:** the party in a commercial establishment committed to economically supporting the project in return for promoting its own brand. The sponsor can't be a project partner or a cultural partner. The DGCC reserves the right to assess the admissibility of the sponsor, based on criteria of appropriateness and reliability. Sponsors do not include private commercial art galleries, even if they represent the artists involved.
- **Technical sponsor:** any private body, profit/non-profit, that co-funds the project not from the financial standpoint but through total or partial support directly in kind, provided free of charge, not to be included in the submitted economic framework. The value of the goods





and services offered in kind is therefore not included in the share of funding or of co-funding.

- **Supplier:** is the economic entity, third party with respect to the project implementers and collaborators, which deliver a service for the project, issuing a document valid for tax purpose. It cannot be either an implementing body (leader applicant or project partner) or a cultural partner.
- **Involved artists, critics and curators:** these are the subjects directly promoted by the project and, in the cases referred to in fields 1 and 2, they can be neither project partners, nor cultural partners, nor co-financers.

Promotion abroad and promotion in Italy

The main objective of the Italian Council programme is the promotion and knowledge of contemporary Italian art and creativity and of Italian artists, curators, and critics abroad. The promotion activities necessarily planned by the projects must be carried out mainly on an international level or have a major impact abroad.

Project and cultural partnerships

The objectives of the Italian Council programme include the creation of international networks for the project's production and promotion.

In the cases as per Sections I, II, III, V and VI, the agreement between the **lead applicant** and the **project partner** will be formalised through a **partnership agreement** signed by the legal representatives of all the involved implementing subjects. This agreement does not have to follow a predefined template, but it must mandatorily clearly specify the identifying data and the legal nature of every party involved; it must regulate the scope, purpose, and duration of the agreement; the commitments, roles, and financial shares managed both by the lead applicant and by each individual partner. The agreement holds DGCC harmless of any litigation relating to the management and breakdown among the implementing subjects of the delivered funding. Agreements must be accompanied by a copy of the valid identity document of all parties.

The involvement of **cultural partners** does not call for sending a partnership agreement but a formal **letter of commitment** to promote the project, on official letterhead and signed by the Legal Representative or another party suitable for legally committing the entity or institution, in the name of the project's applicant or lead applicant. This letter does not have to follow a predefined template, but it must contain the commitment to promote the project and the procedures for these promotion actions, in addition to a brief declaration by which the partner undertakes to accept and respect all the conditions of the call.

Restrictions

Under penalty of exclusion:

- Projects must refer only and exclusively to one of the actions provided for within one of the three intervention areas established in the paragraph above.
- All implementing subjects (individual applicant, or lead applicant and project partner) must meet the same requisites pursuant to articles 1 and 4;
- Implementing subjects (individual applicant, or lead applicant and project partner) may submit only one proposal.



Moreover:

An institution that is an implementing subject of a project may be a cultural partner of another project. Cultural partners may promote several projects.

Artists, curators, or critics (also understood as collectives) may apply individually only to Section VII or VIII of the call but can be involved in other projects related to Sections I, II, III, IV, V and VI, providing that each project is submitted by a different institution.

Art. 3 – Available resources, maximum amount of funding, and restrictions

The resources allocated for this call amount to a total of € 2,000,000.00 (two million of euros); the expenditure coverage is to be applied where there is ascertained availability to:

- Chapter 7707 PG 11 F.Y. 2022 for Area 2 and 3
- Chapter 7707 PG 33 F.Y. 2022, remaining from the Financial Year 2020 for Area 1
- Chapter 7707 PG 13 F.Y. 2022 for Area 1
-

Without prejudice to the right of the Jury to use the resources in a different way, the resources are divided by each intervention area as follows:

INTERVENTION AREAS	ALLOCATED RESOURCES
Area 1 – International commissions and acquisition of artworks	€ 1.400.000,00 (one million for hundred thousand/00 euros)
Area 2 – International promotion of artists, curators, and critics	€ 500.000,00 (five hundred thousand/00 euros)
Area 3 – Development of talents	€ 100.000,00 (one hundred thousand/00 euros)

The amount of the funding is determined by the Jury on the score assigned to the project's quality, taking account of the admissible cost, the project's financial plan and the maximum limits established in the table below:

AREAS OF INTERVENTION AND ACTIONS	MAXIMUM AMOUNT GRANTED <i>Including VAT and charges, if any</i>
Area 1 - International commissions and acquisition of artworks	
Production and acquisition of new works with related international promotion; acquisition of works with related international promotion (Section I)	up to a maximum of € 150,000.00 up to the maximum amount of 80% of the project's total cost
AREAS OF INTERVENTION AND ACTIONS	MAXIMUM AMOUNT GRANTED <i>Including VAT and charges, if any</i>
Area 2 - International promotion of artists, curators, and critics	
Funding for the production of a monographic exhibition at a foreign cultural institution (Section II)	up to a maximum of € 100,000.00 up to the maximum amount of 80% of the project's total cost
Funding for the participation of an artist in a periodic international event, or a group exhibition at a foreign cultural institution (Section III)	up to a maximum of € 80,000.00 up to the maximum amount of 80% of the project's total cost
Funding for the participation of a critic or curator as guest curator in a periodic international event, or a monographic or group exhibition at a foreign cultural institution (Section IV)	up to a maximum of € 18,000.00 up to the maximum amount of 80% of the project's total cost
Funding for an international editorial production (Section V)	up to a maximum of € 80,000.00 up to the maximum amount of 80% of the project's total cost
Funding for promotion and valorisation events linked to the acquisition of one or more works by a living or non-living Italian artist by a foreign museum (Section VI)	up to a maximum of € 80,000.00 up to the maximum amount of 80% of the project's total cost
Area 3 - Development of talents	
Grant for research residences for artists, curators, and critics at an accredited foreign site (Section VII)	up to a maximum of € 10,000.00

AREAS OF INTERVENTION AND ACTIONS	MAXIMUM AMOUNT GRANTED <i>Including VAT and charges, if any</i>
Area 3 - Development of talents	
International research grants for artists, curators, and critics (Section VIII)	up to a maximum of € 10,000.00

Co-funding

Except for the cases as per Sections VII and VIII, the applicant is required to declare, under its own responsibility, to be able to cover at least the remaining 20% (twenty percent) of the admissible project costs.

With reference to involved subjects as outlined under art. 2, if the co-funding is supported by subjects other than the applicant, the share shall be delivered financially and not in kind. Technical sponsorships may be contemplated for the supply of goods and services, but outside the submitted budget.

In the assessment phase, the Jury reserves the right to reduce the amount of the funding for those projects that, although deemed worthy, present an inadequate budget proposal.

Art. 4 – General admissibility requisites

All the implementing subjects and all the subjects directly promoted and supported by the call must meet the admissibility requisites indicated in the following paragraphs.

4.1 - Artists

- Must be Italian citizens or have tax residence in Italy.
- Must be operative in the field of contemporary art and visual culture.
- Must have, in their artistic curriculum, significant national and international experiences;
- In the cases as per Sections VII and VIII, emerging artists at least 18 years of age that have in their artistic curriculum a significant professional experience at national level may apply too. In the cases described in Section VIII, artists must also hold a first level academic diploma (BFA), a three-year degree (BA), or equivalent degrees.

4.2 – Critics and curators

- Must be Italian citizens or have tax residence in Italy.
- Must be operative in the field of contemporary art, criticism, and visual culture.
- Must have, in their artistic curriculum, significant national and international experiences.
- Critic: must be credited with at least one prominent publication on contemporary art, criticism and visual culture topics.
- Curator: must be credited with at least one show in exhibition spaces of national and/or international prominence.



- In the cases as per Sections VII and VIII, emerging curators and critics that have in their curriculum significant professional experience on a national level may apply too. In the cases described in Section VIII, they must also hold a Master's Degree (MA) or similar degrees.

4.3 – Italian and/or foreign institutions

- Italian and foreign museum institutions that have carried out activities relating to issues of contemporary art/culture/creativity over the last 2 (two) years, even if non-continuable.
- Non-profit public and private bodies, foundations, university institutes, formally established committees, cultural associations and any other party with legal personality, provided that they are all not for profit, that demonstrate they have carried out activities relating to issues of contemporary art/culture/creativity over the last 2 (two) years, even if non-continuable, and that they have been legally established for at least 2 (two) years at the expiry of the Section of the call they are applying for.

In the case of **collectives** of artists, curators, and/or critics considered as a single author, at least 50% (fifty percent) of the members must possess the requisites as per points 4.1 and 4.2 of this article.

In the cases as per Sections VII and VIII, the applicants taking part as a collective shall select one group leader and representative, with which the Administration will maintain relations, and that will be the only party responsible to all affects to them. The representative must be an Italian citizen or have tax residence in Italy.

The collective's activity as single authorship will be attested to by the CV; it is specified that CVs of the individual members will not be accepted. Aggregations of artists, curators, and critics specially established for the submitted project will not be considered collectives.

In the submission phase applicants will have to declare, for themselves and for the other involved subjects, that they meet the requisites pursuant to this article and that:

- they have no pending criminal proceedings;
- they have no criminal convictions that have become res judicata;
- they are not subject to debarment sanctions from public office or other penalties involving the prohibition against contracting with Public Administration;
- they are in compliance with the obligations relating to the payment of taxes, duties, and contributions in accordance with the legislation in force.
- they are non-profit organisation.

Art. 5 – Procedures and deadlines for submission

The application for funding:

- Must be submitted exclusively using the [Directorate-General for Contemporary Creativity's Tenders Portal](#), following all the instructions therein. Applications received in any form other than the above-mentioned upload platform will not be considered. **Please note that the Italian Council 11 call will be active on the Tender Portal from 21 April 2022.**



- It must contain all the documentation foreseen, for each section, in articles 17.2, 18.2, 19.2, 20.2, 21.2, 22.2, 23.2 and 24.2. In the electronic application form, the applicant must declare, under his/her own responsibility and aware of the consequences of false declarations pursuant to art. 76 of the Decree of the President of the Republic no. 445 of 28 December 2000, the truthfulness of what is indicated in the proposal.
- It must be drawn up in Italian or English (only if the lead applicant is a foreign institution) by filling in the appropriate electronic forms and uploading the required documents, following registration on the platform by the legal representative of the applicant/lead partner in the case of Ambits 1 and 2, or by the individual applicant in the case of Ambit 3, following the schedule in the table below. Under penalty of exclusion, the online registration, completion and submission of the application must be completed no later than the dates and times indicated in the same calendar. The date and time of submission of the application are certified by the portal which, once the deadline for submission has expired, no longer allows access and submission of the application, even if the procedure is in the process of being completed. The system issues a receipt that the application has been uploaded.
- It must be filled in following all the steps indicated in the upload platform, choosing the field and section for which you intend to apply; the individual documents requested may not weigh more than 5 (five) MB and **only *PDF and *JPG formats are allowed**; it is not possible to modify the application after it has been definitively sent.

If there are any problems with the uploading of the application, assistance is not guaranteed within 24 (twenty-four) hours before the deadline.

APPLICATIONS SUBMISSION TIMELINE	
From 20 April 2022 to 21 May 2022 at 4:00PM CET	Area 3 Development of Talents
From 22 May 2022 to 23 June 2022 at 4:00PM CET	Area 2 International promotion of artists, curators, and critics
From 30 June 2022 to 31 July 2022 at 4:00PM CET	Area 1 International commissions and acquisitions of new artworks

Art. 6 – Application review and evaluation

Applications received in accordance with the methods and terms outlined in art. 5 of this call will be firstly verified for correctness and completeness by the DGCC. During this first examination, should documents be lacking, the DGCC reserves the right to request, where applicable, clarifications and supplements relating to the administrative documentation pursuant to Law 241/1990, article 6, as subsequently amended; if the documents requested are not supplemented by the indicated deadlines, the proposal will be excluded from the evaluation.



Project proposals that fail to meet the general admissibility requisites and those indicated in the Sections of this call will not be taken into consideration and will be excluded from the selection.

After the administrative examination, the candidacies deemed admissible will be assessed by the Jury in accordance with the criteria indicated in Sections I-VIII of the call.

The Jury will draw up a ranking for each section within the three areas of intervention. The rankings will be published on DGCC website, for each of the areas of intervention, with the Directorial Decree for this purpose.

Art. 7 – Control and monitoring of the activities

The DGCC monitors the performance of the activities established by each winning project in all its phases and verifies that the project activities are carried out as approved by the Jury or, in case of extensions or variations, expressly accorded by the DGCC.

The DGCC reserves the right to carry out checks, verifications, and inspections, with reference to the funded cultural initiatives, at any time and phase of performance of the projects admitted for funding and of the entire procedure, both of documents and via onsite inspections, relying on its own personnel.

The DGCC sees to the checks relating to administration and management, aimed at verifying and ascertaining compliance with the conditions established for obtaining financing, and sees to verifying that the declared costs are real and effectively incurred, and correspond to the accounting documents and the justification documents kept by the recipient. In both the aforementioned cases, if irremediable shortcomings or deviations from the submitted project are found, the DGCC shall proceed in accordance with what is established in this Notice in Art. 9 hereunder.

The DGCC shall remain extraneous to any relationships that may develop between the applicant and any third parties as a result of the realisation of the projects admitted for funding, as well as to the relationships between the applicant and subjects involved in the project on any grounds, including artists, curators and critics.

Art. 8 – Obligations of the recipient

Beneficiaries of funding must:

- a) Communicate in a timely manner to the DGCC any variation of the project presented and approved by the Jury, via email at: dg-cc@beniculturali.it. The DGCC expresses its opinion on the merits of the variations, after consulting the Commission in cases of structural variations of the project.
- b) Declare that the project is the winner of the Italian Council in all informative, advertising, and promotional material connected to the project, and in all the material disseminated in the press, on the internet, and on social networks, as per the guidelines that will be provided following communication of the results of the Call.
- c) Send to the DGCC 4 (four) or more photos of the artwork realised or acquired (project as per Area 1. *Increase of public collections*) or of the event or project funded by the Call





(projects as per Areas 2. *International promotion of artists, curators, and critics* and 3. *Development of talents*) free of rights of use and with credits.

- d) In the event of publications of all kinds, 6 (six) copies will be sent to the DGCC for the library and the office archive.
- e) Conserve all accounting documents in their offices, pursuant to all civil, fiscal, and tributary regulations, for the period foreseen in these regulations, and make them available for ordinary and extraordinary checks by the Administration.

Art. 9 – Revocation and recovery of financing

The DGCC will revoke funding and/or recover any sum paid in the following circumstances:

- a) If the project has not been concluded by the deadlines provided for in Sections 1-8 of this Call, except for any extensions formally granted by the DGCC.
- b) If there are supervening substantial project variations, unless previously required and approved in advance by the DGCC, upon the opinion of the Jury.
- c) If the project is not completed in its entirety as approved by the Jury during the competition or following design variations agreed upon and approved by the DGCC.
- d) In all additional cases provided for in this Notice.

Art. 10 – Waiver of rights to usage

By participating in the present Call, applicants authorise the DGCC to publish information and a description of the project and to make use, free of charge, of all material submitted, for promotional purposes and communication via its information channels.

Art. 11 – Contacts and FAQs (Frequently Asked Questions)

Prospective applicants may request clarifications about the present call at the following e-mail address: italiancouncil@beniculturali.it and following this calendar:

- By no later than **11 May 2022 at 12 noon CET for Area 3.**
- By no later than **13 June 2022 at 12 noon CET for Area 2.**
- By no later than **20 July 2022 at 12 noon CET for Area 1.**

The Administration will respond within five working days and will later publish the most frequent questions (FAQs) at on the Italian Council page on the DGCC's website. No responses to queries/clarifications received by different methods and timing will be provided.



Art. 12 – Safeguard clause

In the event of conditions that may obstruct the completion of the call, the DGCC reserves the right to postpone or revoke the announcement, not to proceed with any awarding or to annul any ranking, even definitive, without being liable for any reimbursement or payment to applicants and/or eventual winners.

In any case, until the moment when measures are adopted to release the funding, the DGCC reserves the right to revoke the present call at any time. In no case will applicants, partners and/or artists be entitled to any reimbursement or compensation.

Art. 13 – Reference legislation

For all conditions not explicitly described in this document, reference is to be made to currently applicable legislation, Italian accounting laws and the Regulation of the Italian Council registered on 19 March *foglio* no. 371.

Art. 14 - Controversies

Any controversies that may arise between the Parties in the interpretation and/or fulfilment of the present act will be the exclusive jurisdiction of the Law Courts of Rome.

Art. 15 – Ethical policy

The actions carried out by the DGCC are done with the utmost attention to all the diversities of which contemporary society is composed, in consideration of the fact that art and culture in general are the reflection of such differences.

The DGCC ensures that in the context of the Italian Council programme no form of inequity is applied; rather, any difference of age, race, nationality, gender, sexual orientation and gender identity, as well as the inclusion of minorities and/or of underrepresented groups is widely promoted.

Art. 16 - Privacy

In conformance with the content of Regulation (EU) 2016/679 relative to the “protection of natural persons with regard to the processing of personal data” (GDPR), please be informed that all data provided by applicants are collected by the DGCC and processed by its accounting office solely for the purposes of managing the funding to be awarded.

By participating in the call, in accordance with Italian Law n. 196/2003 and Regulation (EU) 2016/679 (GDPR), applicants authorise the organisers to process personal data, also in digital form, and to use this data for all purposes connected with the call. The communication of personal data is obligatory for anyone wishing to participate in this Public Call.

The Data Controller is the Ministry of Culture (via del Collegio Romano, 27 – 00186 Rome, Italy; email: urp@beniculturali.it). The Responsible of processing is the DGCC (via di San Michele 22 - 00153 Rome, Italy; email: dg-cc@beniculturali.it). The Data Protection Officer (DPO) is Dr. Stefano Vitali, Director of the Archivio Centrale dello Stato, who may be contacted at: rpd@beniculturali.it.

SECTIONS

SECTION I

Area 1 - *International commissions and acquisition of artworks* **Production and acquisition of artworks with related international promotion**

Art. 17 - Eligible projects

Types of projects

- a) Projects commissioned by foreign institutions, or by partnerships constituted by Italian and foreign institutions, to increase Italian public collections through the production – also on the occasion of a residency and/or exhibition – by a living artist of Italian citizenship or with tax residence in Italy, with related international and national promotion.
- b) Projects involving acquisitions by foreign institutions, or by partnerships constituted by Italian and foreign institutions, to increase Italian public collections of an artwork by a living artist of Italian citizenship or with tax residence in Italy, or by an artist no longer living, whose execution dates back to the last 50 (fifty) years before the deadline of this call, with related international and national promotion.

Production of new artworks and host collections

The production of a single artistic project, with no limits of expression or of languages, by an Italian artist or an artist with tax residence in Italy is admitted. Particular attention is paid to productions linked to artistic practices and research focused on multidisciplinary, contamination and experimentation between different creative languages. The artistic project may consist of one or more elements (e.g.: a series or a complex installation), to be understood not as autonomous artworks. The artwork may be done in a maximum edition of three plus an artist's proof: only the first of the three can be funded by this call and it will increase the public collection identified in the proposal.

In the cases of artworks done on the occasion of residencies or exhibitions, the amount required for funding them shall be less than the production costs of the artwork, which shall be held as a priority.

The produced artworks (art. 17, letter a) and the artworks to be acquired (art. 17, letter b) are destined for the increasing of Italian public heritage of Italian museums and cultural venues (state, regional, provincial, and civic), as identified in art. 101 of Legislative Decree no. 42/2004, as amended ("Codice dei Beni Culturali e del Paesaggio"), including those endowed with organisational and budgetary autonomy, and those constituted in the form of foundations, institutions and special companies or managed by private non-profit bodies.

The Jury reserves the right to assess the proposal's consistency with the public collection that will host the artwork and with its cultural program. The entire artistic project produced or acquired



thanks to the Italian Council's funding will be destined for a single collection. No proposals that involve the artwork's being hosted in a number of settings will be admitted.

Under penalty of exclusion, by presenting the proposal:

- the individual applicant or lead applicant commits to the exclusive transfer of ownership of the produced artwork to the museum or to the public collection identified;
- the artist involved in the project commits to the exclusive transfer, to the museum or public collection identified, of all the economic rights to the acquired artwork, including the right to use, in accordance with the specifications made in the PACTA (Protocolli per l'autenticità, la cura e la tutela dell'arte contemporanea – protocols for the authenticity of, care for, and protection of contemporary arts).

In the case of acquisition of an artwork by an artist no longer living, the holder of the rights to that artist's artwork will sign the joint declaration; in the event of several heirs, a delegation of powers signed by all the heirs is required, to be attached to the documentation.

The declaration, signed by all the subjects involved and complete with the signers' identity documents, must be attached to the cultural proposal (cf. art. 17.2.3 letter D).

Promotion, international dissemination and national valorisation

Under penalty of exclusion, projects must include one or more forms of international promotion of the artistic project, one of which in the form of exhibition, at qualified and accredited institutions located beyond Italian national borders and operating in the contemporary arts (as examples only: museums, art centres, exhibition spaces, art foundations, etc., provided they are not for profit. In this regard, it is specified that Embassies, Consulates, and Italian Cultural Institutes are not foreign institutions, but Italian institutions abroad). For a better international dissemination of the artistic project, proposals may include a free loan of the artwork(s), for up to 10 (ten) years after production, to foreign cultural institutions and/or Italian Cultural Institutes abroad, to be agreed upon with the host institution.

The national valorisation of the artistic project is aimed at promoting knowledge of it in Italy, with particular attention to the phase of acquisition in the public collection.

Promotional actions may include, by way of example: temporary monographic and group exhibitions; collateral events or events linked to the inauguration of exhibitions; participation at periodic international events (Biennials, Triennials, Festivals, etc.) or at related collateral events; presentations or talks to be held also remotely through the use of videoconferencing tools; workshops, public programmes and educational programmes. As for valorisation actions in Italy, these may also include project rooms or theme exhibitions dedicated to the artwork in its final location.

The phases of international and national promotion may be scheduled for 2023 and conclude at any rate by no later than the terms provided for by art. 17.1.

Who may apply

Italian and/or foreign museums, public and private cultural entities, university institutes, foundations, cultural associations, formally constituted committees and other subjects with legal personality, provided they are all not for profit, and whose objective is valorisation, promotion, and/or education in the contemporary arts.



Partnerships and agreements

Should the project be presented by a number of implementing subjects, the collaboration shall be formalised with a partnership agreement as provided for in art. 2.

From the perspective of international collaboration and networking, if the applicants are Italian, it is **mandatory** to establish a project partnership with one or more foreign cultural institutions.

The participation of cultural partners in the national and international promotion involves a letter of commitment as detailed in art. 2.

Agreements with the artist

In the case of the production of new works referred to in Article 17, letter a, following the possible award of the grant, the beneficiary (single or lead applicant) is required to submit an agreement or contract entered with the artist promoted by the project. This agreement does not have to follow a predefined model, but must clearly regulate the scope, object and duration of the agreement, the commitment to know and comply with the rules of the call for proposals, as well as the commitments, roles and the various economic amounts allocated to the artist both as fee and for reimbursement of expenses incurred within the project. This agreement shall indemnify the DGCC against any dispute. The agreement must be accompanied by a copy of the valid identity document of all the signatories.

Art. 17.1 - Eligible costs, restrictions, and duration of projects

Are considered eligible for funding only the expenses for the technical and scientific production of the project in charge of the recipient or the project partner/s declared in the submission, or in charge of the artist.

Eligible costs (by way of example)

- Artwork production expenses, only for cases pursuant to art. 17 letter a: production material, technical staff engaged in the production of the artwork, artist's fee up to 10% (ten percent) of the total project budget.
- Artwork acquisition expenses, only for the cases pursuant to art. 17 letter b).
- Economy class travel and lodging expenses for surveys, research, events, and promotional activities, any visas, permits, and health insurance.
- Expenses for the staff in support of the project: fee for the curator, project manager, coordinators, assistants, consultants, etc. up to 25% (twenty-five percent) of the total project budget.
- Communications expenses: press office; purchase of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms, and applications, etc.
- Expenses for events and promotion: setup costs, equipment leasing and rental fees, provided they are related exclusively to the project; artworks shipment and insurance fees; expenses for production residence, where applicable; costs for video filming, sound recording, photo shoots; etc.



- Catalogue: printing and distribution expenses; graphic layout expenses; fees for authors, translators, management and editor; copyright; etc.
- Administrative expenses and overheads: insurance fees, expenses for the guarantee where applicable; expenses linked to containing the pandemic emergency; expenses for the administrative staff employed in support of the project (secretarial, business managers, etc.); utilities, consumer materials, stationery and the like, postal charges, etc. up to 10% (ten percent) of the total project budget.

Non-eligible costs (by way of example)

- Purchase of durable goods (including personal computers, tablet, telephones and their hardware, except when they are intrinsic components of the artwork/s) and any expense considered as an investment.
- Lump-sum and allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Expenses for controversies, agreements, registration of legal acts, amends, criminal penalties and interest thereon.
- Any form of undocumented work.
- Any expenses not outlaid by the recipient or by the project partners declared in the application, or by the artist.

Projects submitted may only start on the day following formal acceptance of the grant by the sole or main applicant, and conclude, under penalty of revocation of funding, within **18 (eighteen) months** thereafter. **Expenses prior to the day following the publication of the ranking by Directorial Decree or following the project's expiry are not admitted.** Extensions, if any, are granted solely for extraordinary circumstances linked the ongoing emergency situation, and will be evaluated and, where applicable, agreed to by the DGCC.

Art. 17.2 - Required documentation

Only proposals submitted in accordance with the procedures set out in Article 5 are eligible for merit evaluation.

The application shall contain the following information: details and legal nature of all the implementing subjects, of any cultural partners and of the sponsors; commitment to cover at least 20% (twenty percent) by the applicant and/or any agreements with sponsors; self-certification by the individual applicant or lead applicant attesting the meeting with the general requisites pursuant to art. 4, of all the implementing subjects and of the involved artist; formal acceptance of the conditions of the present call by the individual applicant or lead applicant; the consent to the processing of personal data and the information note pursuant to art. 13 of Italian Legislative Decree no. 196/2003 and art. 13 of Regulation (EU) no. 679/2016. If present, project partners must also sign a copy of the information notice which will be attached to the application.



The application will contain the project proposal, the project budget and the required documents, as set out in the following paragraphs.

17.2.1 – Project proposal

The project proposal shall conform to the objectives of the call, and contain:

- a) Project summary;
- b) Information on the applicant, on any involved project and cultural partners, on any sponsors, and on the artist to be promoted by means of brief bios with links to the reference websites, showing pertinence to the admissibility requisites specified in art. 4 of the call;
- c) Clear and detailed information on the project; technical data sheet on the artwork to be produced or acquired, indicating the means of exhibition;
- d) Valorisation, promotion, and dissemination activities abroad;
- e) Valorisation activities in Italy;
- f) Communications strategy;
- g) Proposal for an eventual;
- h) For site specific works to be realised in listed public locations, funding is subordinate to the Individual or lead applicant's full responsibility for verifying the feasibility of the proposal with all authorities having jurisdiction in protecting existing restrictions, pursuant to art. 21, art. 45, and art. 146 and following of Legislative Decree no. 42/2004 as amended. To this end, applications must contain copies of the request for *nulla osta* from the Soprintendenza Archeologia Belle Arti e Paesaggio, and an eventual copy of a request for an opinion from the competent municipal authority;
- i) Detailed production schedule, in the form of a Gantt chart, indicating generic months, clearly demonstrating the completion of the project within **18 (eighteen) months** from the formal acceptance of the funding.

17.2.2 – Project budget

Applications shall include a detailed budget of all the project costs, including VAT, that respect the content of art. 17.1 of the call. The budget must be structured in general or macro-categories and detailed subcategories, following as indicated in the Tenders Portal.

The costs for which funding is requested and the costs co-funded by the applicant shall be clearly specified.

17.2.3 - Documents

No material aside and/or differing from that listed by this article and that do not follow the indications provided in ATTACHMENT 1 will be accepted.

The documentation shall contain in full:

- A. Identity document of legal representative of the individual or lead applicant.
- B. Any partnership agreement signed by the legal representatives of all involved parties, as detailed in art. 2 with attached copies of valid identity documents of the signatories. If the lead applicant is Italian, the agreement is mandatory.

- C. Authorisation for the processing of personal data and information in accordance with art. 13 of Legislative Decree 196/2003 and art. 13 of EU Regulation no. 679/2016 signed by the legal representative of each project partner.
- D. Identity document and taxpayer ID of the artist promoted by the project. In the case of an artist no longer living, the identity document may be replaced with the applicant's declaration certifying, under his or her own responsibility, the requisites of the artist in question.
- E. Under penalty of exclusion, declaration signed jointly by the artist, the individual or lead applicant, and the director of the museum or of the public collection, regarding the transfer of ownership and of the rights of economic use of the artwork to the host museum, attached to the signers' identity documents. In the case of an artist no longer living, the signer of the joint declaration will be the holder of the rights to that artist's artwork; in the event of several heirs, a delegation of powers signed by all the heirs is required, to be attached to the documentation (See Form A downloading in the Tender Portal).
- F. Any letters of commitment to promote the project by each of the involved cultural partners, as detailed in art. 2.

Art. 17.3 - Evaluation of proposals

As indicated in art. 6, applications received by the deadlines indicated in art. 5 will be verified internally for correctness and completeness by the DGCC. Subsequently, the proposals will be evaluated by the Jury which will draw up a ranking based on the following points system:

CRITERION	MAX POINTS
1. Quality and general originality of the project in terms of response to the objectives outlined in the call, and clarity and consistency of the project's presentation, with particular reference to the activated international network	30
2. Quality of the research project, in relation to the CV of the promoted artist	20
3. Quality and effectiveness of the valorisation and international promotion activities, also in terms of impacts on the artist's career	20
4. Quality, credibility, and experience of the applicants, the institutions, and the partners involved	15
5. Economic consistency based on the presented budget	15

In addition to the winners, projects that have garnered at least 70 points out of 100 will be considered. Should a recipient refuse the award, the next-ranked applicant will be chosen.

The Jury's decisions, as well as its working methods, are without appeal or dispute. The results of the evaluation will be published on the DGCC website.

Art. 17.4 - Funding procedures and accounting

17.4.1 - Funding procedures

Funding will be awarded up to the total amount specified in art. 3 of the present document. The DGCC reserves the right not to assign the entire amount of the funding.

Funding and accounting procedures will observe the following phases:

- **Phase 1:** announcement to the winners of the sum deliberated by the Jury. Upon request by the applicant, an advance payment may be granted up to a maximum of 50% (fifty percent) of the funding for the project's production, upon presentation of a bank or insurance guarantee; non-residents of Italy must present an analogous guarantee or collateral agreement for a sum equivalent to the advance payment. Guarantees must be presented after funding is granted, within the terms set by the DGCC, and will be released upon conclusion of the project. Italian public entities are exempted from presentation of the guarantee.
In cases where an advance payment is not required, 50% (fifty percent) of the financing shall be awarded upon presentation of a report of the expenses incurred for the same amount and upon presentation of what art. 17.4.2 letter a requires.
- **Phase 2:** at the end of the project, payment of the remaining funding upon presentation of what is required by art. 17.4.2 letter b.

17.4.2 - Accounting procedures

Under penalty of inadmissibility, beneficiaries must present the following documents, which will be specified in greater detail by the DGCC following admission for funding.

a) For Phase 1, only in cases where an advance on a bank or insurance guarantee or similar guarantee is not required, upon reaching the shares established by the call:

- A table of the expenses actually outlaid up to that moment for the realisation of the project.
- A report of the activities carried out and the objectives reached until that moment, complete with any photographic or video documentation, in digital format.

b) For the remaining funding, within 15 (fifteen) days from the project's conclusion:

- A table of the expenses actually outlaid up to that moment for the realisation of the project, including the share of co-funding and any advance payment received.
- [PACTA certificate](#) (or certificate of authenticity, in the case of deceased artists and in cases of acquisition only);
- copy of an inventory slip from the Museum that acquires the artwork;
- description of the activities carried out and the objectives reached, accompanied by photographic documentation and, where available, video documentation, in digital format. The report shall also include the communications and promotion initiatives carried out, attaching the press release for the events and/or any links to the press release;



- 4 (four) images of the artworks produced and of the activities carried out, free of rights of use and with eventual credits, to be used for the communication of the projects on the DGCC's channels.

The DGCC supplies the remaining funding after verification.

If a minority share of the funding is managed directly by the project partner or by the artist, the lead applicant will be the only party responsible for verifying and collecting both the evidence of expenditures and the proofs of payment made by the project partner or by the artist, in accordance with the terms and procedures that shall be provided by the DGCC.



SECTION II

Area 2 - *International promotion of artists, curators and critics* **Funding for the production of a monographic exhibition at a foreign cultural institution**

Art. 18 - Eligible projects

Types of projects

Projects that involve a monographic exhibition dedicated to a single living artist of Italian citizenship or with tax residence in Italy, or to a single Italian non-living artist whose activity dates back to the last 50 (fifty) years before the deadline of this call, at public or private, not for profit foreign cultural institutions accredited in the area of the contemporary arts, lasting no less than 30 (thirty) days beyond the related activities of promotion (including but not limited to: talks, workshops, public programmes, catalogue, etc.) and of communication.

Who may apply

Italian and/or foreign museums, public and private cultural entities, university institutions, foundations, cultural associations, formally constituted committees and any other subject with legal personality, provided they are all not for profit, and whose main objective is the promotion of contemporary arts.

Partnerships and agreements

Should the project be presented by a number of implementing subjects, the collaboration shall be formalised with a partnership agreement as provided for in art. 2. Under penalty of exclusion, if the applicant is Italian, a letter of invitation from the foreign institution that hosts the exhibition, or a formal agreement, is mandatory (cf. art. 18.2.3 letter b).

The participation of cultural partners in national and international promotion involves a letter of commitment as detailed in art. 2.

Art. 18.1 - Eligible costs and duration of the projects

Are considered eligible for funding only the expenses for the technical and scientific production of the project in charge of the recipient or the project partner/s declared in the application, or in charge of the artist involved.

Eligible costs (by way of example)

- Exhibition production costs: setup and dismantling; equipment leasing and rental fees, provided they are related exclusively to the project; artworks shipment and insurance fees; technical staff (technicians, fitters, assistants, etc.).
- Economy class travel and lodging expenses for surveys, research, events, and promotional activities, any visas, permits, and health insurance.



- Expenses for the staff in support of the project: fee for the curator, the project manager, coordinators, organisers, assistants, consultants etc. up to 25% (twenty-five percent) of the total project budget.
- Communications expenses: press office; purchase of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms or applications, etc.
- Expenses for events and promotion: equipment leasing and rental fees, provided they are related exclusively to the activities; costs for video filming, sound recording, photo shoots; etc.
- Catalogue: printing and distribution expenses; graphic layout costs; fee for authors, translators, management and editor; copyright; etc.
- Administrative expenses and overheads: insurance fees, expenses for the guarantee where applicable; expenses linked to containing the pandemic emergency; expenses for the administrative staff employed in support of the project (secretarial, business managers, etc.); utilities, consumer materials, stationery and the like, postal charges, etc., up to 10% (ten per cent) of the total project budget.

Non eligible costs (by way of example)

- Production and/or acquisition costs for artworks, or site-specific artworks or installations. These latter can be included in the project budget but shall at any rate be in charge of the applicant and/or any other co-funder.
- Artist fee, which shall at any rate be guaranteed by the applicant and included in the project budget.
- Purchase of durable goods (including personal computers, tablet, telephones and their hardware, except when they are intrinsic components of the artwork) and any expense considered as an investment.
- Lump-sum and allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Expenses for controversies, agreements, registration of legal acts, amends, criminal penalties and interest thereon.
- Any form of undocumented work.
- Any expenses not outlaid by the recipient or by the project partners declared in the application, or by the artist.

Projects submitted may only start on the day following formal acceptance of the grant by the sole or main applicant, and conclude, under penalty of revocation of funding, within **18 (eighteen)** months thereafter. **Expenses prior to the day following the publication of the ranking by Directorial Decree or following the project's expiry are not admitted.** Extensions, if any, are granted solely for extraordinary circumstances linked the ongoing emergency situation, and will be evaluated and, where applicable, agreed to by the DGCC.



18.2 - Required documentation

Only proposals submitted in accordance with the procedures set out in Article 5 are eligible for merit evaluation.

The application shall contain the following information: details and legal nature of the implementing subjects, of the foreign cultural institution involved in the project (when different from the applicant), of any cultural partners and of the sponsors; commitment to cover at least 20% (twenty percent) by the applicant and/or any agreements with sponsors; self-certification by the individual applicant or lead applicant attesting the meeting with the general requisites pursuant to art. 4, of all the implementing subjects and of the involved artist; the consent to the processing of personal data and the information note pursuant to art. 13 of Italian Legislative Decree no. 196/2003 and art. 13 of Regulation (EU) no. 679/2016. If present, project partners must also sign a copy of the information notice which will be attached to the application.

The application will contain the project proposal, the project budget and the required documents, as set out in the following paragraphs.

18.2.1 - Project proposal

The project proposal shall conform to the objectives of the call and contain:

- a) Project summary;
- b) Information on the applicant, on the foreign cultural institution that hosts the exhibition (when different from the applicant), on any project and cultural partners involved, on any sponsors and on the artist to be promoted, by means of brief bios with links to the reference websites, showing pertinence to the admissibility requisites specified in art. 4 of the call.
- c) Clear and detailed information on the exhibition project.
- d) Promotional activities and events linked to the project.
- e) Communication strategy.
- f) Proposal for catalogue, when planned;
- g) Detailed schedule of the project, in the form of a Gantt chart, indicating generic months, clearly demonstrating the completion of the project within **18 (eighteen) months** from the formal acceptance of the funding.

18.2.2 - Project budget

Applications shall include a detailed budget of all the project costs, including VAT, that respect the content of art. 18.1 of the call. The budget must be structured in general or macro-categories and detailed subcategories, following as indicated in the Tenders Portal. **The project budget must refer exclusively to the artist's participation, and not to the whole event or exhibition (project's share).** The costs for which funding is requested and the costs co-funded by the applicant shall be clearly specified.

18.2.3 - Documents

The documentation shall contain in full:

- A. Identity document of legal representative of the individual or lead applicant.

- B. Under penalty of exclusion, if the applicant differs from the foreign institution that hosts the event, a letter of invitation from the foreign cultural institution involved or a formal agreement.
- C. Any partnership agreement signed by the legal representatives of all involved parties, as detailed in art. 2, with attached copies of valid identity documents of the signatories.
- D. Authorisation for the processing of personal data and information in accordance with art. 13 of Legislative Decree 196/2003 and art. 13 of EU Regulation no. 679/2016 signed by the legal representative of each project partner;
- E. Identity document and taxpayer ID of the artist promoted by the project. In the case of an artist no longer living, the identity document may be replaced with the applicant's declaration certifying, under his or her own responsibility, the requisites of the artist in question;
- F. Any letters of commitment to promote the project by each of the involved cultural partners, as detailed in art. 2.

18.3 - Evaluation of proposals

As indicated in art. 6, applications received by the deadlines specified in art. 5 will be verified internally for correctness and completeness by the DGCC. Subsequently, the proposals will be evaluated by the Jury which will draw up a ranking based on the following points system:

CRITERION	MAX POINTS
1. Quality and general originality of the project in terms of response to the objectives outlined in the call, and clarity and consistency of the presentation, with particular reference to the development of an international network and to the effectiveness of the exhibition	30
2. Artistic quality of the project in relation to the CV of the artist promoted	20
3. Quality and effectiveness of the exhibition and related activities, in terms of international visibility and impact on the artist's career	20
4. Quality, credibility and experience of the hosting Institution, of the applicant, of the institutions and partners involved	15
5. Economic consistency of the presented budget	15

In addition to the winners, projects that have garnered at least 70 points out of 100 will be considered. Should a recipient refuse the award, the next-ranked applicant will be chosen. The Jury's decisions, as well as its working methods, are without appeal or dispute. The results of the evaluation will be published on the DGCC website.



Art. 18.4 - Funding procedures and accounting

18.4.1 - Funding procedures

Funding will be awarded up to the total amount specified in art. 3 of the present document. The DGCC reserves the right not to assign the entire amount.

Funding and accounting procedures will observe the following phases:

- **Phase 1:** announcement to the winners of the sum deliberated by the Jury.
Upon request by the applicant, an advance payment may be granted up to a maximum of 50% (fifty percent) of the funding for the project's production, upon presentation of a bank or insurance guarantee; non-residents of Italy must present an analogous guarantee or collateral agreement for a sum equivalent to the advance payment. Guarantees must be presented after funding is granted, within the terms set by the DGCC, and will be released upon conclusion of the project. Italian public entities are exempted from presentation of the guarantee.
In cases where an advance payment is not required, 50% (fifty percent) of the financing shall be awarded upon presentation of a report of the expenses incurred for the same amount and upon presentation of what art. 18.4.2 letter a requires.
- **Phase 2:** at the end of the project, payment of the remaining funding upon presentation of what is required by art. 18.4.2 letter b.

18.4.2 - Accounting procedures

Under penalty of inadmissibility, beneficiaries must present the following documents, which will be specified in greater detail by the DGCC following admission for funding.

a) For Phase 1, only in cases where an advance on a bank or insurance guarantee or similar guarantee is not required, upon reaching the shares established by the call:

- A table of the expenses actually outlaid up to that moment for the realisation of the project.
- A report of the activities carried out and the objectives reached until that moment, accompanied by any photographic or video documentation, in digital format.

b) For the remaining funding, within 15 (fifteen) days from the project's conclusion:

- A table of the expenses actually outlaid for the realisation of the project, including the share of co-funding and any advance payment received.
- A report of the activities carried out and the objectives reached, accompanied by photographic documentation and, where available, video documentation, in digital format. The report shall also include the communication and promotion initiatives carried out, attaching the press release for the events and/or any links to the press release;





- 4 (four) images of the artist's project, free of rights of use and with credits, to be used for the communication of the projects on the DGCC's channels.

The DGCC supplies the remaining funding after verification.

If a minority share of the funding is managed directly by the project partner, or by the artist (if justified by an agreement/contract between the latter and the applicant), the lead applicant will be the only party responsible for verifying and collecting both the evidence of expenditures and the proofs of payment made by the project partner or the artist, in accordance with the terms and procedures that shall be provided by the DGCC.



SECTION III

Area 2 – International promotion of artists, curators, and critics **Funding for an artist's participation in a periodic international event or in a group exhibition at a foreign cultural institution**

Art. 19 - Eligible projects

Types of projects

Projects that include the participation of a single living artist of Italian citizenship or with tax residence in Italy in periodic international cultural events (including but not limited to: Biennials, Triennials, Festivals, etc.) or in group exhibitions at accredited foreign cultural institutions, lasting no less than 30 (thirty) days beyond the related activities of promotion (including but not limited to: talks, workshops, catalogue, etc.) and communication. Admissible projects also include participation in collateral events, provided they are part of the official programme. Under penalty of exclusion, if the applicant is not the foreign institution organising the event, this participation must be demonstrated by the letter of invitation from the foreign institution involved in the project (cf. art. 19.2.3 letter b).

Who may apply

Italian and/or foreign museums, public and private cultural entities, university institutes, foundations, cultural associations, formally constituted committees and any other with legal personality, provided they are all not for profit and whose main objective is the promotion of contemporary arts, who formally invite an Italian artist to an international exhibition event as described in the previous paragraph.

Partnerships and agreements

Should the project be presented by a number of implementing subjects, the collaboration shall be formalised with a partnership agreement as provided for by art. 2. The participation of cultural partners in the national and international promotion involves a letter of commitment as detailed in art. 2.

Art. 19.1 - Eligible costs and duration of the projects

Are considered eligible for funding only the expenses for the technical and scientific production of the project in charge of the recipient or the project partner/s declared in the application, or in charge of the artist involved.

Eligible costs (by way of example)

- Production costs: setup and dismantling costs; equipment leasing and rental fees, provided they are related exclusively to the project; artworks shipment and insurance fees; technical staff (technicians, fitters, assistants, etc.).
- Economy class travel and lodging expenses for surveys, research, events, and promotional activities, any visas, permits, and health insurance.



- Expenses for the staff in support of the project: fee for producers, coordinators, organisers, assistants, consultants etc. up to 25% (twenty-five percent) of the total project budget.
- Communications expenses (project's share): press office; purchases of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms applications, etc.
- Expenses for events and promotion (project's share): equipment leasing and rental fees, provided they are related exclusively to the activities; costs for video filming, sound recording, photo shoots; etc.
- Catalogue (project's share): printing and distribution costs; graphic layout; fee for authors, translators, managers or editors; copyright; etc.
- Administrative expenses and overheads: insurance fees, expenses for the guarantee where applicable; expenses linked to containing the pandemic emergency, etc. up to 10% (ten percent) of the total project budget.

Non eligible costs (by way of example)

- Production and/or acquisition costs for artworks, or site-specific artworks or installations. These latter can be included in the project budget but shall at any rate be in charge of the applicant and/or any other co-funder.
- Artist fee, which shall at any rate be guaranteed by the applicant and included in the project budget.
- Purchase of durable goods (including personal computers, tablet, telephones and their hardware, except when they are intrinsic components of the artwork) and any expense considered as an investment.
- Lump-sum and allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Expenses for controversies, agreements, registration of legal acts, amends, criminal penalties and interest thereon.
- Any form of undocumented work.
- Expenses not outlaid by the recipient or by the project partners, declared in the application presentation phase, or by the artist.

Projects submitted may only start on the day following formal acceptance of the grant by the sole or main applicant, and conclude, under penalty of revocation of funding, within **18 (eighteen)** months thereafter. **Expenses prior to the day following the publication of the ranking by Directorial Decree or following the project's expiry are not admitted.** Extensions, if any, are granted solely for extraordinary circumstances linked to the ongoing emergency situation, and will be evaluated and, where applicable, agreed to by the DGCC.



19.2 - Required documentation

Only proposals submitted in accordance with the procedures set out in Article 5 are eligible for merit evaluation.

The application shall contain the following information: details and legal nature of the implementing subjects, of the foreign cultural institution that hosts the exhibition or event (when different from the applicant), of any cultural partners and of the sponsors; commitment to cover at least 20% (twenty percent) by the applicant and/or any agreements with sponsors; self-certification by the individual applicant or lead applicant attesting the meeting with the general requisites pursuant to art. 4, of all the implementing subjects and of the involved artist; formal acceptance of the conditions of the present call by the individual applicant or lead applicant; the consent to the processing of personal data and the information note pursuant to art. 13 of Italian Legislative Decree no. 196/2003 and art. 13 of Regulation (EU) no. 679/2016. If present, project partners must also sign a copy of the information notice which will be attached to the application.

The application will contain the project proposal, the project budget and the required documents, as set out in the following paragraphs.

19.2.1 - Project proposal

The project proposal shall conform to the objectives of the call and contain:

- a) Project summary.
- b) Information on the applicant, on the foreign cultural institution that hosts the group exhibition or the international event (when different from the applicant), on any project and cultural partners involved, on any sponsors and on the artist to be promoted, by means of brief bios with links to the reference websites, showing pertinence to the admissibility requisites specified in art. 4 of the call.
- c) Clear and detailed information on the project related to the participation in an international event or collective show at a foreign cultural institution; strategy for exhibiting the artwork.
- d) Promotional activities and events related to the project.
- e) Communication strategy.
- f) Proposal for catalogue, when planned.
- g) Detailed schedule of the project, in the form of a Gantt chart, indicating generic months, clearly demonstrating the completion of the project within **18 (eighteen) months** from the formal acceptance of the funding.

19.2.2 - Project budget

Applications shall include a detailed budget of the project costs, including VAT, that respect the content of art. 19.1 of the call. The budget must be structured in general or macro-categories and detailed subcategories, following as indicated in the Tenders Portal. **The project budget must refer exclusively to the artist's participation, and not to the whole event or exhibition (project's share).** The costs for which funding is requested and the costs co-funded by the applicant shall be clearly specified.

19.2.3 - Documents

The documentation shall contain in full:

- A. Identity document of legal representative of the individual or lead applicant.
- B. Under penalty of exclusion, letter of invitation from the foreign cultural institution that hosts the exhibition or the event (when different from the applicant).
- C. Any partnership agreement signed by the legal representatives of all involved parties, as detailed in art. 2, with attached copies of valid identity documents of the signatories.
- D. Authorisation for the processing of personal data and information in accordance with art. 13 of Legislative Decree 196/2003 and art. 13 of EU Regulation no. 679/2016 signed by the legal representative of each project partner;
- E. Identity document and taxpayer ID of the artist promoted by the project.
- F. Any letters of commitment to promote the project by each of the involved cultural partners, as detailed in art. 2.

19.3 - Evaluation of proposals

As indicated in art. 6, applications received by the deadlines indicated in art. 5 will be verified internally for correctness and completeness by the DGCC. Subsequently, the proposals will be evaluated by the Jury which will draw up a ranking based on the following points system:

CRITERION	MAX POINTS
1. Quality and general originality of the project in terms of response to the objectives outlined in the call, and clarity and consistency of the presentation, with particular reference to the development of an international network	30
2. Artistic quality of the project in relation to the CV of the artist promoted	20
3. Quality and effectiveness of the event or show and related activities, in terms of international visibility and impact on the artist's career	20
4. Quality, credibility and experience of the hosting Institution, of the applicant, of the professionals, institutions and partners involved	15
5. Economic consistency of the presented budget	15

In addition to the winners, projects that have garnered at least 70 points out of 100 will be considered. Should a recipient refuse the award, the next-ranked applicant will be chosen.

The Jury's decisions, as well as its working methods, are without appeal or dispute. The results of the evaluation will be published on the DGCC website.

Art. 19.4 - Funding procedures and accounting

19.4.1 – Funding procedures

Funding will be awarded up to the total amount specified in art. 3 of the present document. The DGCC reserves the right not to assign the entire amount.

Funding and accounting procedures will observe the following phases:

- **Phase 1:** announcement to the winners of the sum deliberated by the Jury.
Upon request by the applicant, an advance payment may be granted up to a maximum of 50% (fifty percent) of the funding for the project's production, upon presentation of a bank or insurance guarantee; non-residents of Italy must present an analogous guarantee or collateral agreement for a sum equivalent to the advance payment. Guarantees must be presented after funding is granted, within the terms set by the DGCC, and will be released upon conclusion of the project. Italian public entities are exempted from presentation of the guarantee.
In cases where an advance payment is not required, 50% (fifty percent) of the financing shall be awarded upon presentation of a report of the expenses incurred for the same amount and upon presentation of what art. 19.4.2 letter a requires.
- **Phase 2:** at the end of the project, payment of the remaining funding upon presentation of what is required by art. 19.4.2 letter b.

19.4.2 – Accounting procedures

Under penalty of inadmissibility, recipients must present the following documents, which will be specified in greater detail in accordance with the terms and procedures provided by the DGCC.

a) For Phase 1, only in cases where an advance on a bank or insurance guarantee or similar guarantee is not required, upon reaching the shares established by the call:

- A table of the expenses actually outlaid up to that moment for the realisation of the project.
- A report of the activities carried out and the objectives reached until that moment, accompanied by any photographic or video documentation, in digital format.

b) For the remaining funding, within 15 (fifteen) days from the project's conclusion:

- A table of the expenses actually outlaid for the realisation of the project, including the share of co-funding and any advance payment received.
- A report of the activities carried out and the objectives reached, accompanied by photographic documentation and, where available, video documentation, in digital format. The report shall also include the communication and promotion initiatives carried out, attaching the press release for the events and/or any links to the press release;
- 4 (four) images of the artist's project, free of rights of use and with credits, to be used for the communication of the projects on the DGCC's channels.

The DGCC supplies the remaining funding after verification.

If a minority share of the funding is managed directly by the project partner, or by the artist (if justified by an agreement/contract between the latter and the applicant), the lead applicant will be the only party responsible for verifying and collecting both the evidence of expenditures and the proofs of payment made by the project partner or the artist, in accordance with the terms and procedures that shall be provided by the DGCC.

SECTION IV

Area 2 - International promotion of artists, curators and critics

Funding for the participation of a critic or curator as guest curator in a periodic international event, or a monographic or group exhibition at a foreign cultural institution

Art. 20 - Eligible projects

Types of projects

Projects that *include* the participation of a critic or curator of Italian citizenship or with tax residence in Italy (*guest curator*), in periodic international cultural events (as an example: Biennials, Triennials, festivals, etc.), in monographic or group exhibitions at accredited foreign cultural institutions, lasting no less than 30 (thirty) days beyond the related activities of promotion (including but not limited to: talks, workshops, catalogue, etc.) and communication. Admissible projects also include participation in collateral events, provided they are part of the official programme.

Who may apply

Foreign museums, public and private cultural entities, foundations, cultural associations and any other subject with legal personality, provided they are all not for profit and whose main objective is the promotion of contemporary arts, who formally invite an Italian curator or critic to an international exhibition event as described in the previous paragraph.

Partnerships and agreements

The participation of cultural partners in the national and international promotion involves a letter of commitment as detailed in art. 2.

Art. 20.1 - Eligible costs and duration of the projects

Are considered eligible for funding only the expenses for the technical and scientific production of the project in charge of the recipient or the project partner/s declared in the application, or in charge of the critic/curator.

Eligible costs (by way of example)

- Economy class travel and lodging expenses for surveys, research, setup and dismantling, opening and promotional activities, any visas, permits, and health insurance (for the curator or critic only).
- Reimbursement for board, referable to three meals per day, related to the activities above, for the critic/curator only (for the curator or critic only).
- Communications expenses: press office; purchases of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms

applications, etc. up to 25% (twenty-five percent) of the total communications costs of the project.

- Catalogue: printing and distribution costs; graphic layout; fee for authors, translators, managers, or editors; copyright; etc. up to 25% (twenty-five percent) of the total cost of the catalogue.
- Administrative expenses and overheads: insurance fees; visa; expenses linked to containing the pandemic emergency, up to 10% (ten percent) of the total project budget.

Non eligible costs (by way of example)

- Curator or critic fee, which shall at any rate be guaranteed by the applicant and included in the project budget.
- Purchase of durable goods (including personal computers, tablet, telephones and their hardware, except when they are intrinsic components of the artwork) and any expense considered as an investment.
- Lump-sum and allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Expenses for controversies, agreements, registration of legal acts, amends, criminal penalties and interest thereon.
- Any form of undocumented work.
- Any expenses not outlaid by the recipient, or by the curator or critic.

Projects submitted may only start on the day following formal acceptance of the grant by the sole or main applicant, and conclude, under penalty of revocation of funding, within **18 (eighteen) months** thereafter. **Expenses prior to the day following the publication of the ranking by Directorial Decree or following the project's expiry are not admitted.** Extensions, if any, are granted solely for extraordinary circumstances linked the ongoing emergency situation, and will be evaluated and, where applicable, agreed to by the DGCC.

Art. 20.2 - Required documentation

Only proposals submitted in accordance with the procedures set out in Article 5 are eligible for merit evaluation.

The application shall contain the following information: details and legal nature of the applicant and of any cultural partners and sponsors involved; commitment to cover at least 20% (twenty percent) by the applicant and/or any agreements with sponsors; self-certification the applicant attesting the meeting with the general requisites pursuant to art. 4; formal acceptance of the conditions of the present call by the applicant; the consent to the processing of personal data and the information note pursuant to art. 13 of Italian Legislative Decree no. 196/2003 and art. 13 of Regulation (EU) no. 679/2016.

The application will contain the project proposal, the project budget and the required documents, as set out in the following paragraphs.

20.2.1 - Project proposal

The project proposal shall conform to the objectives of the call and contain:

- a. Project summary.
- b. Information on the applicant, on any cultural partners involved, on any sponsors and on the curator or critic to be promoted, by means of brief bios with links to the reference websites, showing pertinence to the admissibility requisites specified in art. 4 of the call.
- c. Clear and detailed information on the exhibition or international event that involves the curator or critic.
- d. Promotional activities and events linked to the project; communication strategy.
- e. Proposal for catalogue, when planned.
- f. Detailed schedule of the project, in the form of a Gantt chart, indicating generic months, clearly demonstrating the completion of the project within **18 (eighteen)** months from the formal acceptance of the funding.

20.2.2 - Project budget

Applications shall include a detailed budget of the project costs, including VAT, that respect the content of art. 20.1 of the call. The budget must be structured in general or macro-categories and detailed subcategories, following the form of ATTACHMENT 4. **The project budget refers exclusively to the artist's participation, and not to the whole event or exhibition (project's share).** The costs for which funding is requested and the costs co-funded by the applicant shall be clearly specified.

20.2.3 - Documents

No material aside and/or differing from what listed by this article and that does not follow the indications provided in ATTACHMENT 4 will be accepted.

The documentation shall contain in full:

- A. Identity document of the legal representative of the applicant.
- B. Copy of the letter of invitation to the curator or critic from the foreign cultural institution (i.e., the applicant).
- C. Identity document and taxpayer ID of the curator or critic promoted by the project.
- D. Any letters of commitment to promote the project by each of the involved cultural partners, as detailed in art. 2.

20.3 - Evaluation of proposals

As indicated in art. 6, applications received by the deadlines indicated in art. 5 will be verified internally for correctness and completeness by the DGCC.

Subsequently, the proposals will be evaluated by the Jury which will draw up a ranking based on the following points system:

CRITERION	MAX POINTS
1. Quality and general originality of the project in terms of response to the objectives outlined in the call, and clarity and consistency of the project's presentation, with particular reference to international visibility	30
2. Artistic quality of the project in relation to the CV of the critic or curator promoted	20
3. Quality and effectiveness of the event in terms of international visibility and promotion of the curator or critic	20
4. Quality, credibility and experience of the applicant, of the institutions and partners involved	15
5. Economic consistency of the presented budget	15

In addition to the winners, projects that have garnered at least 70 points out of 100 will be considered. Should a recipient refuse the award, the next-ranked applicant will be chosen. The Jury's decisions, as well as its working methods, are without appeal or dispute. The results of the evaluation will be published on the DGCC website.

Art. 20.4 - Funding procedures and accounting

20.4.1 - Funding procedures

Funding will be awarded up to the total amount specified in art. 3 of the present document. The DGCC reserves the right not to assign the entire amount.

Funding and accounting procedures will observe the following phases:

Phase 1: Upon request by the applicant, an advance payment may be granted up to a maximum of 50% (fifty percent) of the funding for the project's production, upon presentation of a bank or insurance guarantee; non-residents of Italy must present an analogous guarantee or collateral agreement for a sum equivalent to the advance payment. Guarantees must be presented after funding is granted, within the terms set by the DGCC, and will be released upon conclusion of the project. Italian public entities are exempted from presentation of the guarantee.

In cases where an advance payment is not required, 50% (fifty percent) of the financing shall be awarded upon presentation of a report of the expenses incurred for the same amount and upon presentation of what art. 20.4.2 letter a requires.

- **Phase 2:** at the end of the project, payment of the remaining funding upon presentation of what is required by art. 20.4.2 letter b.



20.4.2 - Accounting procedures

Under penalty of inadmissibility, recipients must present the following documents, which will be specified in greater detail in accordance with the terms and procedures provided by the DGCC.

a) For Phase 1, only in cases where an advance on a bank or insurance guarantee or similar guarantee is not required, upon reaching the shares established by the call:

- A table of the expenses actually outlaid up to that moment for the realisation of the project.
- A report of the activities carried out and the objectives reached until that moment, accompanied by any photographic or video documentation, in digital format.

b) For the remaining funding, within 15 (fifteen) days from the project's conclusion:

- A table of the expenses actually outlaid for the realisation of the project, including the share of co-funding and any advance payment received.
- A report of the activities carried out and the objectives reached, accompanied by photographic documentation and, where available, video documentation, in digital format. The report shall also include the communication and promotion initiatives carried out, attaching the press release for the events and/or any links to the press release.
- 4 (four) images of the project, free of rights of use and with credits, to be used for the communication of the projects on the DGCC's channels.

The DGCC supplies the remaining funding after verification.

If a minority share of the funding is managed directly by the curator or critic (if justified by an agreement/contract between the latter and the applicant), the lead applicant will be the only party responsible for verifying and collecting both the evidence of expenditures and the proofs of payment made by the curator or critic, in accordance with the terms and procedures that shall be provided by the DGCC.



SECTION V

Area 2 - International promotion of artists, curators, and critics **Funding for an international editorial production**

Art. 21 - Eligible projects

Types of projects

International editorial projects related to Italian contemporary art of the past 50 (fifty) years dating back from the deadline of this call, to be published in English and/or Italian and/or other language in two separate editions as well, and their promotion and distribution outside of Italy. Projects that involve non-Italian publishing houses and that include sectoral libraries in the international distribution plan will be positively evaluated.

Projects concerning the following are admitted:

- a publication dedicated to aspects and problems related to Italy's art, visual culture, and to its historical and artistic debate over the past 50 (fifty) years;
- a monograph dedicated either to living artists of Italian citizenship or with tax residence in Italy, or Italian non-living artists whose activity dates within the last 50 (fifty) years from the deadline of this call;
- a publication of a living artist and/or curator and/or critic, of Italian citizenship or with tax residence in Italy, concerning his or her research and/or practice (*concept book*).

Who may apply

Italian and/or foreign museums, public and private cultural entities, university institutes, foundations, cultural associations, formally constituted committees and any other subject with legal personality, provided they are all not for profit and whose main objective is the promotion and /or education in the field of contemporary arts.

Partnerships and agreements

Should the project be presented by a number of implementing subjects, the collaboration relationship shall be formalised with a partnership agreement as provided for in art. 2.

The participation of cultural partners in national and international promotion involves a letter of commitment as detailed in art. 2.

Under penalty of exclusion, if the applicants are Italian, the letter from a foreign institution that is cultural partner involved in the project is mandatory.

It should be noted that the publisher of the publication is intended as a supplier of a service (see Article 2) and cannot be either an implementing body (sole applicant, lead applicant or project partner) or a cultural partner, even in the case of a non-profit organisation.

Art. 21.1 - Eligible costs and duration of the projects

Are considered eligible for funding only the expenses for the technical and scientific production of the project in charge of the recipient or the project partner/s declared in the application.

Eligible costs (by way of example)



- Production costs: fees for authors, translators, management and editor; copyright; printing and distribution expenses; graphic layout expenses; etc.
- National and international distribution costs.
- Economy class travel and lodging expenses for events and promotional activities, any visas, permits, and health insurance.
- Expenses for the project's support personnel: fee for the project manager, coordinators, assistants up to 25% (twenty-five percent) of the total project budget.
- Communications expenses: press office; purchases of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms, and applications, etc.
- Expenses for events and promotion: equipment leasing and rental fees, provided they are related exclusively to the activities; costs for video filming, sound recording, photo shoots; etc.
- Administrative expenses and overheads: expenses for the guarantee where applicable; expenses linked to containing the pandemic emergency; expenses for the administrative staff employed in support of the project (secretarial, business managers, etc.); utilities, consumer materials, stationery and the like, postal expenses, etc. up to the 10% (ten percent) of the total project budget.

Non eligible costs (by way of example)

- Purchase of durable goods (including personal computers, tablet, telephones and their hardware, except when they are intrinsic components of the artwork) and any expense considered as an investment.
- Lump-sum and allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Expenses for controversies, agreements, registration of legal acts, amends, criminal penalties and interest thereon.
- Any form of undocumented work.
- Any expenses not outlaid by the recipient or by the project partners declared in the application.

Projects submitted may only start on the day following formal acceptance of the grant by the sole or main applicant, and conclude, under penalty of revocation of funding, within **18 (eighteen)** months thereafter. **Expenses prior to the day following the publication of the ranking by Directorial Decree or following the project's expiry are not admitted.** Extensions, if any, are granted solely for extraordinary circumstances linked the ongoing emergency situation, and will be evaluated and, where applicable, agreed to by the DGCC.



Art. 21.2 - Required documentation

Only proposals submitted in accordance with the procedures set out in Article 5 are eligible for merit evaluation.

The application shall contain the following information: details and legal nature of the implementing subjects, of any cultural partners and sponsors involved; commitment to cover at least 20% (twenty percent) by the applicant and/or any agreements with sponsors; self-certification by the individual or lead applicant attesting the meeting with the general requisites pursuant to art. 4, of all the implementing subjects; formal acceptance of the conditions of the present call by the individual or lead applicant; the consent to the processing of personal data and the information note pursuant to art. 13 of Italian Legislative Decree no. 196/2003 and art. 13 of Regulation (EU) no. 679/2016. If present, project partners must also sign a copy of the information notice which will be attached to the application.

The application will contain the project proposal, the project budget and the required documents, as set out in the following paragraphs.

21.2.1 - Project proposal

The project proposal shall conform to the objectives of the call, and contain:

- a) Project summary.
- b) Information on the applicant, on any project and cultural partners involved, on any sponsors, on the curators of the editorial project, on any artists/curators/critics/scholars involved, by means of brief bios with links to the reference websites, showing pertinence to the admissibility requisites specified in art. 4 of the call.
- c) Clear and detailed information on the editorial project, including synopsis, title, format, number of pages, images, if any, circulation, authors and/or curators of the publication, planned contributions, national and international distribution plan including sectoral libraries.
- d) Clear and detailed information on the promotion and valorisation activities abroad.
- e) Communications strategy.
- f) Detailed production schedule, in the form of a Gantt chart, indicating generic months, clearly demonstrating the completion of the project within **18 (eighteen) months** from the formal acceptance of the funding.

21.2.2 - Project budget

Applications shall include a detailed budget of the project costs, including VAT, that respect the content of art. 21.1 of the call. The budget must be structured in general or macro-categories and detailed subcategories, following as indicated in the Tenders Portal. The costs for which funding is requested and the costs co-funded by the applicant shall be clearly specified.

21.2.3 - Documents

The documentation shall contain in full:

- A. Identity document of legal representative of the individual or lead applicant.

- B. Any partnership agreement signed by the legal representatives of all involved parties, as detailed in art. 2, with attached copies of valid identity documents of the signatories.
- C. Authorisation for the processing of personal data and information in accordance with art. 13 of Legislative Decree 196/2003 and art. 13 of EU Regulation no. 679/2016 signed by the legal representative of each project partner;
- D. Letters of commitment to promote the project by each of the involved cultural partners, as detailed in art. 2. Under penalty of exclusion, if the applicants are Italian, at least 1 (one) letter of commitment from a foreign cultural partner of the project is mandatory.

Art. 21.3 - Evaluation of proposals

As indicated in art. 6, applications received by the deadlines indicated in art. 5 will be verified internally for correctness and completeness by the DGCC. Subsequently, the proposals will be evaluated by the Jury which will draw up a ranking based on the following points system:

CRITERION	MAX POINTS
1. Quality and general originality of the project in terms of response to the objectives outlined in the call, and clarity and consistency of the presentation, with particular reference to the development of an international network	30
2. Scientific quality and originality of the project in relation to the subject, to the authors involved, to any artis/curator/critic promoted, to the value of the publication on an international level	20
3. Quality of the publisher on an international level and in terms of effectiveness of the promotion, valorisation and distribution of the publication	20
4. Quality, credibility and experience of the applicant, of the institutions and partners involved	15
5. Economic consistency of the presented budget	15

In addition to the winners, projects that have garnered at least 70 points out of 100 will be considered. Should a recipient refuse the award, the next-ranked applicant will be chosen. The Jury's decisions, as well as its working methods, are without appeal or dispute. The results of the evaluation will be published on the DGCC website.

Art. 21.4 - Funding procedures and accounting

21.4.1 - Funding procedures

Funding will be awarded up to the total amount specified in art. 3 of the present document. The DGCC reserves the right not to assign the entire amount.

Funding and accounting procedures will observe the following phases:

- **Phase 1:** announcement to the winners of the sum deliberated by the Jury.
Upon request by the applicant, an advance payment may be granted up to a maximum of 50% (fifty percent) of the funding for the project's production, upon presentation of a bank or insurance guarantee; non-residents of Italy must present an analogous guarantee or collateral agreement for a sum equivalent to the advance payment. Guarantees must be presented after funding is granted, within the terms set by the DGCC, and will be released upon conclusion of the project. Italian public entities are exempted from presentation of the guarantee.
In cases where an advance payment is not required, 50% (fifty percent) of the financing shall be awarded upon presentation of a report of the expenses incurred for the same amount and upon presentation of what art. 21.4.2 letter a requires.
- **Phase 2:** at the end of the project, payment of the remaining funding upon presentation of what is required by art. 21.4.2 letter b.

21.4.2 - Accounting procedures

Under penalty of inadmissibility, recipients must present the following documents, which will be specified in greater detail in accordance with the terms and procedures provided by the DGCC.

a) For Phase 1, only in cases where an advance on a bank or insurance guarantee or similar guarantee is not required, upon reaching the shares established by the call:

- A table of the expenses actually outlaid up to that moment for the realisation of the project.
- A report of the activities carried out and the objectives reached until that moment, accompanied by any photographic or video documentation, in digital format.

b) For the remaining funding, within 15 (fifteen) days from the project's conclusion:

- A table of the expenses actually outlaid for the realisation of the project, including the share of co-funding and any advance payment received.
- A report of the activities carried out and the objectives reached, accompanied by photographic documentation and, where available, video documentation, in digital format. The report shall also include the communication and promotion initiatives carried out, attaching the press release for the events and/or any links to the press release.
- 4 (four) images of the publication and the related activities carried out, free of rights of use and with credits, to be used for the communication of the projects on the DGCC's channels.



- 6 (six) copies of the publication.

The DGCC supplies the remaining funding after verification.

If a minority share of the funding is managed directly by the project partner, the lead applicant will be the only party responsible for verifying and collecting both the evidence of expenditures and the proofs of payment made by the project partner, in accordance with the terms and procedures that shall be provided by the DGCC.



SECTION VI

Area 2 – International promotion of artists, curators, and critics **Funding for promotion and valorisation events linked to the acquisition** **of one or more works by an Italian artist by a foreign museum**

Art. 22 - Eligible projects

Types of projects

Projects of collateral activities relating to the purchase – recent or in progress – by a museum or by a collection open to the foreign public. The acquisition must concern one or more works whose execution dates back to less than 50 (fifty) years before the deadline of this call, of a single artist, Italian or with tax residence in Italy, living or no longer living, whose artistic production is significant for the history of contemporary art.

The acquisition procedure can be in progress at the moment of the application. Promotion and valorisation projects relating to concluded acquisitions are also admissible, provided these occurred within 6 (six) months prior to the deadline of the call.

The acquisition may in no way, even partially, be covered by the funding of the Italian Council.

Eligible projects may concern:

- an exhibition linked to the acquisition, with related catalogue;
- a publication concerning the acquired artwork(s);
- other promotion and valorisation actions such as performances, talks, conferences, study days, teaching activities, workshops, collateral events.

Projects shall involve at least one activity of promotion and valorisation of the acquisition in Italy and/or in collaboration with Italian Cultural Institutes abroad. Activities may include, by way of example, talks, conferences, study days, collateral events.

Who may apply

Foreign museums, public and private cultural entities, university institutes, foundations and other subjects with legal personality, provided they are not for profit and host contemporary art collections. The application may also be presented in partnership with similar Italian institutions.

Partnerships and agreements

Should the project be presented by a number of implementing subjects, the collaboration shall be formalised with a partnership agreement as provided for in art. 2.

The participation of cultural partners in national and international promotion involves a letter of commitment as detailed in art. 2.

Art. 22.1 - Eligible costs, restrictions and duration of projects

Are considered eligible for funding only the expenses for the technical and scientific production of the project in charge of the recipient or the project partner/s declared in the application.

Eligible costs (by way of example)



- Economy class travel and lodging expenses for events and promotional activities, any visas, permits, and health insurance.
- Expenses for the staff in support of the project: fees for the curator, project manager, coordinators, assistants, consultants, etc. up to 25% (twenty-five per cent) of the total project budget.
- Communications expenses: press office; purchase of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms, and applications, etc.
- Expenses for promotion and valorisation activities: setup, equipment leasing and rental fees, provided they are related exclusively to the project; artworks shipment and insurance fees; costs for video filming, sound recording, photo shoots; etc.
- Publication (if any): printing and distribution expenses; graphic layout expenses; fees for authors, translators, management and editor; copyright; etc.
- Administrative expenses and overheads: insurance fees, expenses for the guarantee where applicable; expenses linked to containing the pandemic emergency; expenses for the administrative staff employed in support of the project (secretarial, business managers, etc.); utilities, consumer materials, stationery and the like, postal expenses, etc. up to 10% (ten percent) of the total project budget.

Non eligible costs (by way of example)

- Costs of production or acquisition of artworks.
- Artist fee.
- Purchase of durable goods (including personal computers, tablet, telephones and their hardware, except when they are intrinsic components of the artwork) and any expense considered as an investment.
- Lump-sum and allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Expenses for controversies, agreements, registration of legal acts, amends, criminal penalties and interest thereon.
- Any form of undocumented work.
- Any expenses not incurred by the recipient or by the project partners declared in the application.

Projects submitted may only start on the day following formal acceptance of the grant by the sole or main applicant, and conclude, under penalty of revocation of funding, within **18 (eighteen) months** thereafter. **Expenses prior to the day following the publication of the ranking by Directorial Decree or following the project's expiry are not admitted.** Extensions, if any, are granted solely for extraordinary circumstances linked to the ongoing emergency situation, and will be evaluated and, where applicable, agreed to by the DGCC.





Art. 22.2 - Required documentation

Only proposals submitted in accordance with the procedures set out in Article 5 are eligible for merit evaluation.

The application shall contain the following information: details and legal nature of all the implementing subjects, of any cultural partners and of the sponsors; commitment to cover at least 20% (twenty percent) by the applicant and/or any agreements with sponsors; self-certification by the individual applicant or lead applicant attesting the meeting with the general requisites pursuant to art. 4, of all the implementing subjects and of the involved artist; formal acceptance of the conditions of the present call by the individual applicant or lead applicant; the consent to the processing of personal data and the information note pursuant to art. 13 of Italian Legislative Decree no. 196/2003 and art. 13 of Regulation (EU) no. 679/2016. If present, project partners must also sign a copy of the information notice which will be attached to the application.

The application will contain the project proposal, the project budget and the required documents, as set out in the following paragraphs.

22.2.1 - Project proposal

The project proposal shall conform to the objectives of the call, and contain:

- a) Project summary.
- b) Information on the applicant and its collection, on any involved project and cultural partners and on any sponsors, by means of brief bios with links to the reference websites, showing pertinence to the admissibility requisites specified in art. 4 of the call.
- c) Technical data sheet on the artwork(s) to be acquired; brief bio of the artist.
- d) Clear and detailed information on the promotion and valorisation activities relating to the acquisition in question.
- e) Communications strategy.
- f) Detailed production schedule, in the form of a Gantt chart, indicating generic months, clearly demonstrating the completion of the project within **18 (eighteen) months** from the formal acceptance of the funding. In the event of acquisition of the artwork, the production schedule shall be understood as referring to the promotion and valorisation activities alone.

22.2.2 – Project budget

Application shall include a detailed budget of all the project costs, including VAT, that respect the content of art. 22.1 of the call. The budget must be structured in general or macro-categories and detailed subcategories, following as indicated in the Tenders Portal. The costs for which funding is requested and the costs co-funded by the applicant shall be clearly specified.

22.2.3 - Documents

No material aside and/or differing from what listed by this article and that does not follow the indications provided in ATTACHMENT 6 will be accepted.

The documentation shall contain in full:

- A. Identity document of legal representative of the individual or lead applicant;



- B. In the event of an already acquired artwork, copy of the official inventory slip, or similar documentation, attesting to the artwork's recent acquisition;
- C. Any partnership agreement signed by the legal representatives of all involved parties, as detailed in art. 2, with attached copies of valid identity documents of the signatories.
- D. Authorisation for the processing of personal data and information in accordance with art. 13 of Legislative Decree 196/2003 and art. 13 of EU Regulation no. 679/2016 signed by the legal representative of each project partner;
- E. Any letters of commitment to promote the project by each of the involved cultural partners, as detailed in art. 2.

Art. 22.3 - Evaluation of proposals

As indicated in art. 6, applications received by the deadlines indicated in art. 5 will be verified internally for correctness and completeness by the DGCC. Subsequently, the proposals will be evaluated by the Jury which will draw up a ranking based on the following points system:

CRITERION	MAX POINTS
1. Quality and general originality of the project in terms of response to the objectives outlined in the call, and clarity and consistency of the project's presentation	30
2. Quality of the research project, in relation to the CV of the promoted artist	20
3. Quality and effectiveness of the valorisation and international promotion actions, in terms of visibility of the acquired artwork(s)	20
4. Quality, credibility, and experience of the applicants, with particular reference to the collection and/or the museum that acquires the artwork(s), the institutions, and the partners involved	15
5. Economic consistency based on the presented budget	15

In addition to the winners, projects that have garnered at least 70 points out of 100 will be considered. Should a recipient refuse the award, the next-ranked applicant will be chosen.

The Jury's decisions, as well as its working methods, are without appeal or dispute. The results of the evaluation will be published on the DGCC website.



Art. 22.4 - Funding procedures and accounting

22.4.1 – Funding procedures

Funding will be awarded up to the total amount specified in art. 3 of the present document. The DGCC reserves the right not to assign the entire amount.

Funding and accounting procedures will observe the following phases:

- **Phase 1:** announcement to the winners of the sum deliberated by the Jury.
Upon request by the applicant, an advance payment may be granted up to a maximum of 50% (fifty percent) of the funding for the project's production, upon presentation of a bank or insurance guarantee; non-residents of Italy must present an analogous guarantee or collateral agreement for a sum equivalent to the advance payment. Guarantees must be presented after funding is granted, within the terms set by the DGCC, and will be released upon conclusion of the project. Italian public entities are exempted from presentation of the guarantee.
In cases where an advance payment is not required, 50% (fifty percent) of the financing shall be awarded upon presentation of a report of the expenses incurred for the same amount and upon presentation of what art. 22.4.2 letter a requires.
- **Phase 2:** at the end of the project, payment of the remaining funding upon presentation of what is required by art. 22.4.2 letter b.

22.4.2 – Accounting procedures

Under penalty of inadmissibility, recipients must present the following documents, which will be specified in greater detail by the DGCC following admission for funding.

- a) For Phase 1, only in cases where an advance on a bank or insurance guarantee or similar guarantee is not required**, upon reaching the shares established by the call:
 - A table of the expenses actually outlaid up to that moment for the realisation of the project;
 - a report of the activities carried out and the objectives reached until that moment, accompanied by any photographic or video documentation, in digital format.
- b) For the remaining funding**, within 15 (fifteen) days from the project's conclusion:
 - A table of the expenses actually outlaid up to that moment for the realisation of the project, including the share of co-funding and any advance payment received;
 - description of the activities carried out and the objectives reached, accompanied by photographic documentation and, where available, video documentation, in digital format. The report shall also include the press release for the events and/or any reference links;
 - 4 (four) images of the promoted artworks and of the promotion and valorisation activities carried out, free of rights of use and with credits, to be used for the communication of the projects on the DGCC's channels.

The DGCC supplies the remaining funding after verification.

If a minority share of the funding is managed directly by the project partner, the lead applicant will be the only party responsible for verifying and collecting both the evidence of expenditures and the



proofs of payment made by the project partner, in accordance with the terms and procedures that shall be provided by the DGCC.



SECTION VII

Area 3 - Development of Talents

Grant for research residencies for artists, curators and critics at an accredited foreign site

Art. 23 – Eligible projects

The grant is aimed at funding research residencies abroad for artists, curators and critics of Italian citizenship or with tax residence in Italy, at authorised and accredited foreign institutions. Projects must aim at activities of research and development of artistic, critical and/or curatorial practice. Projects may include the production of new artworks, whose costs will not be covered by the grant. Projects must demonstrate their effectiveness in terms of visibility and development of the research of the involved artist/curator/critic, and potential in the creation of international networks and relationships of use for his or her professional career.

Projects must include forms of presentation of the results of the residency period, including but not limited to small publications, talks and public programmes to be held also remotely through the use of videoconferencing tools.

Pursuant to the Italian Council Regulations, and to the present call for applications, the grant are intended as prizes awarded in recognition of particular artistic, scientific or social merit and are granted gross of any tax charges.

Who may apply

Artists, curators, and critics (also in collective forms) of Italian citizenship or with tax residence in Italy, that meet the requisites pursuant to art. 4. Under penalty of exclusion, applicants shall attach **a letter of invitation** written on letterhead and signed by the president or director of the foreign institution hosting the residency (cf. art. 23.2.3 letter b). Applicants will also have to present a **motivation letter** highlighting the residency's potential for personal and professional development (cf. art. 23.2.3 letter c).

Partnerships and agreements

The involvement of cultural partners in national and international promotion involves a letter of commitment as detailed in art. 2 (cf. art. 23.2.3 letter D).

Art. 23.1 – Amount of the grant, restrictions and duration of projects

Grants shall be awarded on the basis of the amount requested by applicants up to the maximum amount indicated in art. 3 of €10,000.00 (ten thousand euros/00). The consistency of the amount will be evaluated by the Jury on the basis of the type of research, the duration and the expected outputs. The Jury may decide not to assign the entire amount.

The grant will be allocated to support the expenses necessary for carrying out the residency and developing the related research, including but not limited to travel (economy class), transport and



visa; health insurance fees; contribution towards renting lodgings and/or studio, contribution towards staging a show and/or publishing the results of the residency.

The grant may have a maximum duration of **12 (twelve) months for the project and the requested amount**, starting from the day after acceptance of the grant. Extensions, if any, are granted solely for entirely exceptional and extraordinary circumstances linked to the ongoing emergency situation and will be evaluated and, where applicable, agreed to by the DGCC.

Art. 23.2 - Required documentation

Only proposals submitted in accordance with the procedures set out in Article 5 are eligible for merit evaluation.

The application shall contain the following information: details of the applicant, details and legal nature of the foreign host institution and of any involved cultural partners; self-certification by the applicant attesting the meeting with the general requisites pursuant to art. 4, and formal acceptance of the conditions of the present call; the consent to the processing of personal data and the information note pursuant to art. 13 of Italian Legislative Decree no. 196/2003 and art. 13 of Regulation (EU) no. 679/2016.

The application will contain the project proposal, the project budget and the required documents, as set out in the following paragraphs.

23.2.1 - Project proposal

The project proposal shall conform to the objectives of the call, and contain:

- a) Project summary.
- b) Information on the applicant, on the involved foreign institution, on any cultural partners by means of brief bios with links to the reference websites, showing pertinence to the admissibility requisites specified in art.4 of the call.
- c) Clear and detailed information on the residency project, also showing the impact in terms of visibility, the development of the research of the involved artist/curator/critic, and of the potential to create international relationships and networks.
- d) Any promotional events and/or activities related to the project and the communication strategy related (max. 2,000 characters including spaces).
- e) Detailed schedule, in the form of a Gantt chart, indicating generic months, clearly demonstrating the completion of the project within **12 (twelve) months** from the formal acceptance of the grant.

23.2.2 - Financial request

The applicant shall indicate the amount of the grant requested, within the limits of art. 3 and art. 23.1, listing below the types of expenses necessary to carry out the project divided into broad headings, following the indications on the Tender Portal. The list of expenses is intended solely to measure the economic appropriateness of the proposal.

Any other research grants, scholarships, etc. must be mentioned in the financial request.



23.2.3 - Documents

No material aside and/or differing from what listed by this article and that does not follow the indications provided in ATTACHMENT 7 will be accepted.

The documentation shall contain in full:

- A. Identity document and taxpayer ID of the applicant.
- B. Under penalty of exclusion, the letter of invitation from the foreign cultural institution hosting the residency project of the applicant, signed by the legal representative.
- C. Under penalty of exclusion, applicant's motivation letter.
- D. Any letters of commitment to promote the project by each of the involved cultural partners, as detailed in art. 2.

Art. 23.3 – Evaluation of proposals

As indicated in art. 6, applications received by the deadlines indicated in art. 5 will be verified internally for correctness and completeness by the DGCC. Subsequently, the proposals will be evaluated by the Jury which will draw up a ranking based on the following points system:

CRITERION	Max points
1. Quality and general originality of the project in terms of response to the objectives outlined in the call, and clarity and consistency of the project's presentation, with particular reference to the development of the candidate's international relations	30
2. Quality of the research project, in relation to the CV and the candidate's motivation	20
3. Impact of the project in terms of visibility, career development of the candidate in contact with the location of the residency, and potential to create international relationships and networks	20
4. Quality, credibility, and experience of the location of the residency, of the institutions and partners involved	15
5. Economic consistency of the presented budget	15

In addition to the winners, projects that have garnered at least 70 points out of 100 will be considered. Should a recipient refuse the award, the next-ranked applicant will be chosen.

The Jury's decisions, as well as its working methods, are without appeal or dispute. The results of the evaluation will be published on the DGCC website.



Art. 23.4 - Funding procedures and report of activities

23.4.1 – Funding procedures

The funding of the grant will respect the following phases:

- **Phase 1:** announcement to the winners about the sum, acceptance by the recipient of 50% (fifty percent) of the grant assigned, following the procedures announced by the DGCC.
- **Phase 2:** payment of the remaining 50% (fifty percent) of the grant halfway through the research process, upon presentation of what art. 23.4.2, letter a requires.

Funding does not require the presentation of an account, but of a detailed and comprehensive report clearly showing the research outputs in relation to the paid amount.

23.4.2 – Documents for monitoring the activities

Under penalty of forfeiture of the grant, recipients must present the documentation listed below, which will be specified in greater detail in accordance with the terms and procedures provided by the DGCC:

- a) for the payment of the remaining 50% (fifty percent)** of the grant halfway through the residency, a detailed description of the activities carried out and the objectives reached until that moment and the activities to be carried out in the remaining months, accompanied by any photographic or video documentation, in digital format. After making the verifications, the DGCC will pay the balance.
- b) within 15 (fifteen) days** from the project's conclusion:
 - description of the activities carried out, the objectives reached, and the output of the residency in relation to the funded amount, accompanied by photographic documentation and, where available, video documentation, in digital format. The report shall also include the communications and promotion initiatives carried out, attaching the press release for the events and/or any links to the press release;
 - 4 (four) images of the activities carried out, free of rights of use and with credits, to be used for the communication of the projects on the DGCC's channels.



SECTION VIII

Area 3 - *Development of Talents*

International research grants for artists, curators, and critics

Art. 24 - Eligible projects

The grant is for artists, curators or critics of Italian citizenship or with tax residence in Italy, that present research projects aimed at the evolution and at the formative and conceptual development of their own artistic, critical, and curatorial practice in an international perspective.

Projects shall include contacts and collaborations with foreign institutions and at least one moment of presentation of the research practices and/or results to the public abroad. The involved institutions must be public or private not for profit entities clearly active and accredited on the contemporary artistic landscape.

The presentation of the research may take place, merely by way of example, through workshops; talks, conferences, also to be held remotely through the use of videoconferencing tools; performance events; project rooms; and small, result-oriented publications.

The collaboration with international institutions (cultural partners) does not necessarily imply physical presence on the institution's seat during the research.

Projects must concern defined and original issues and will have to be credible and effective for the development of the research of the artist/curator/critic and for potential in creating international relationships and networks for his or her professional career.

The grant is dedicated to supporting mainly the applicant's artistic, critical, and curatorial practice and not the production of works, shows or scientific publications.

The grant is not an academic degree. Applicants are asked to specify any other research allowances or study grants conferred to for the same project on any grounds, even after the grant is awarded.

Pursuant to the Italian Council Regulations, and to the present call for applications, the grants are intended as prizes awarded in recognition of particular artistic, scientific or social merit and are granted gross of any tax charges.

Who may apply

Artists, curators, and critics of Italian citizenship or with tax residence in Italy, also in collective form, meeting the requisites as per art. 4.

Under penalty of exclusion, applicants shall attach **at least 1 (one) letter of recommendation** on letterhead, duly signed by Italian or international experts accredited in the sector (cf. art. 24.2.3 letter D). Applicants must also present a **motivation letter** highlighting the research's potential for personal and professional development (cf. art. 24.2.3 letter C).

Partnerships and agreements

Under penalty of exclusion, applicants shall demonstrate the involvement of at least one prominent international cultural partner, sending the letter of commitment as detailed in art 2 (cf. art. 24.2.3 letter B).

Art. 24.1 - Amount of the grant, restrictions and duration of projects

Grants shall be awarded on the basis of the amount requested by applicants up to the maximum amount indicated in art. 3 of €10,000.00 (ten thousand euros/00). The consistency of the amount will be evaluated by the Jury on the basis of the type of research, the duration, and the expected outputs. The Committee may decide not to allocate the entire amount.

The grant will be allocated to support the expenses necessary for supporting the research and development of the artistic/critical/curatorial practice, as well as the presentation of the research abroad and in Italy and/or for a small publication of the results of the research.

The grant may have a maximum duration of **12 (twelve) months for the project and the requested amount**, starting from the day after acceptance of the grant. The promotional activities required by the call shall be carried out within the duration of the grant. Extensions, if any, are granted solely for entirely exceptional and extraordinary circumstances linked to the ongoing emergency situation, and will be evaluated and, where applicable, agreed to by the DGCC.

Art. 24.2 - Required documentation

Only proposals submitted in accordance with the procedures set out in Article 5 are eligible for merit evaluation.

The application shall contain the following information: details of the applicant, details and legal nature of the involved cultural partners; self-certification by the applicant attesting the meeting with the general requisites pursuant to art. 4, and formal acceptance of the conditions of the present call; the consent to the processing of personal data and the information note pursuant to art. 13 of Italian Legislative Decree no. 196/2003 and art. 13 of Regulation (EU) no. 679/2016.

The application will contain the project proposal, the project budget and the required documents, as set out in the following paragraphs.

24.2.1 - Project proposal

The project proposal shall conform to the objectives of the call, and contain:

- a) Project summary (max. 1,000 characters).
- b) Information on the applicant, clearly specifying (max. 6,000 characters including spaces):
 - a description of the research and/or practices carried out over the years, indicating the main activities carried out both nationally and internationally;
 - full curriculum vitae, clearly indicating the activities carried out until the presentation of the application; education and degrees; national and/or international exhibitions; participation in national and/or international events; participation in conferences of national or international importance; publications; bibliography; any works in not for profit public or private



- collections (for artists); any teaching activities; collaborations with institutions of qualified importance in the area of the contemporary arts, national or international;
- links to any reference websites.
 - c) Information on the research, the purposes, and any results to be achieved during the research period (max. 6,000 characters including spaces).
 - d) Proposal of activities and events related to the presentation of the project at cultural partners, or Italian and foreign institutions accredited in the area of the contemporary arts (max. 4,000 characters including spaces), with annexed information, brief bios with links to the reference websites, showing pertinence to the admissibility requisites specified in art. 4 of the call (max. 1,000 characters including spaces per subject).
 - e) Detailed schedule, in the form of a Gantt chart, indicating generic months, clearly demonstrating the completion of the project within **12 (twelve) months** from the acceptance of the grant.

24.2.2 - Financial request

The applicant shall indicate the amount of the grant requested, within the limits of art. 3 and art. 23.1, listing below the types of expenses necessary to carry out the project divided into broad headings, following the indications on the Tender Portal. The list of expenses is intended solely to measure the economic appropriateness of the proposal.

Any other research grants, scholarships, etc. must be mentioned in the financial request.

24.2.3 - Documents

The documentation shall contain in full:

- A. Identity document and taxpayer ID of the applicant.
- B. Under penalty of exclusion, at least one letter of commitment to promote the project by a foreign cultural partner, as detailed in art. 2.
- C. Under penalty of exclusion, applicant's motivation letter.
- D. Under penalty of exclusion, at least 1 (one) letter of recommendation on letterhead, duly signed by an Italian or international expert accredited in the sector.

Art. 24.3 - Evaluation of proposals

As indicated in art. 6, applications received by the deadlines indicated in art. 5 will be verified internally for correctness and completeness by the DGCC. Subsequently, the proposals will be evaluated by the Jury which will draw up a ranking based on the following points system:

CRITERION	Max points
1. Quality and general originality of the project in terms of response to the objectives outlined in the call, and clarity and consistency of the project's presentation, with particular reference to the development of international relations	30



CRITERION	Max points
2. Quality of the project in terms of originality, specificity, and currency, in relation to the CV and the applicant's motivation	20
3. Impact of the project in terms of the development of the applicant's research on an international level and potential to create relationships and networks abroad	20
4. Quality and credibility of contacts, institutions, and partners involved	15
5. Economic consistency of the presented budget	15

In addition to the winners, projects that have garnered at least 70 points out of 100 will be considered. Should a recipient refuse the award, the next-ranked applicant will be chosen. The Jury's decisions, as well as its working methods, are without appeal or dispute. The results of the evaluation will be published on the DGCC website.

Art. 24.4 - Funding procedures and report of activities

24.4.1 – Funding procedures

The funding of the grant will respect the following phases:

- **Phase 1:** announcement to the winners about the sum, acceptance by the recipient of 50% (fifty percent) of the amount assigned, following the procedures announced by the DGCC;
- **Phase 2:** payment of the remaining 50% (fifty percent) of the grant halfway through the research process, upon presentation of what art. 24.4.2, letter a requires.

Funding does not require the presentation of an account, but of a detailed and comprehensive report clearly showing the research outputs in relation to the paid amount.

24.4.2 – Documents for monitoring the activities

Under penalty of forfeiture of the grant, recipients must present the documentation listed below, which will be specified in greater detail in accordance with the terms and procedures provided by the DGCC:

- For the payment of the remaining 50% (fifty percent)** of the grant halfway through the research, a detailed description of the activities carried out and the objectives reached until that moment and the activities to be carried out in the remaining months, complete with any photographic or video documentation, in digital format. After making the verifications, the DGCC will pay the balance.
- Within 15 (fifteen) days** from the project's conclusion:
 - description of the activities carried out, the objectives reached, and the output of the residency in relation to the funded amount, accompanied by photographic



- documentation and, where available, video documentation, in digital format. The report shall also include the communications and promotion initiatives carried out, attaching the press release for the events and/or any links to the press release;
- 4 (four) images of the activities carried out, free of rights of use and with credits, to be used for the communication of the projects on the DGCC's channels.

