



**THIRTEENTH EDITION**  
**2024**



# ITALIAN COUNCIL PROJECT

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

**THIRTEENTH EDITION  
2024**

**The Italian Council is a programme of the Directorate General for Contemporary Creativity of the Ministry of Culture to support, promote and valorize contemporary Italian art around the world**

**For further information: [creativitacontemporanea.cultura.gov.it/en/italiancouncil/](https://creativitacontemporanea.cultura.gov.it/en/italiancouncil/)  
Italian Council Secretariat: [italiancouncil@cultura.gov.it](mailto:italiancouncil@cultura.gov.it)**



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# GENERAL REGULATIONS

## Art. 1 - Premises and objectives

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1. The Directorate-General for Contemporary Creativity of the Ministry of Culture, hereinafter “DGCC”, hereby launches Public Call for the funding of projects that promote the production, knowledge and national and international dissemination of contemporary Italian creativity in the field of visual arts as well as growing the public collections of Italian museums.
2. Projects may be proposed by museums, public and private cultural bodies, university institutes, foundations, cultural associations, formally constituted committees or any other entity with legal personality, provided that they are non-profit and – only in the cases explicitly indicated in this particular Call – by artists, curators, and other art professionals.
3. Funding is disbursed on the basis of merit rankings drawn up by the Evaluation Committee (hereinafter also simply the “Committee”) pursuant to Art. 4 of the Implementing Regulations of the Italian Council project (Directorial Decree No. 17 of 12/02/2019 registered at the Court of Auditors on 19 March 2019, Sheet No. 371).
4. The main objectives of the Italian Council programme are to:
  - a) support high-quality production, practice, and artistic, critical and curatorial research in the field of contemporary Italian creativity, with particular regard to the visual arts, in an international perspective;
  - b) increase and promote knowledge of Italian art and Italian artists, curators and critics abroad;
  - c) encourage the creation of international networks for the valorization, promotion and knowledge of Italian contemporary art abroad;
  - d) support the development of the careers and research of artists, curators, and other art professionals, especially as regards young talents.

## Art. 2 - Intervention Areas

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1. The Italian Council deals with three specific intervention areas, subdivided as follows.
  - a) **Area 1 – International commissions and acquisition of works of art**
    - Funding for the production and/or acquisition of new works, with related international promotion (**Section I**).
  - b) **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 a foreign cultural institution (**Section III**).
  - Funding for the participation of a curator or critic (*guest curator*) in a periodic international event, one-person or group exhibition at a foreign cultural institution (**Section IV**).
  - Funding for an international publication (**Section V**).
  - Funding for promotional and valorization events related to the acquisition of one or more works of an Italian artist by a foreign museum (**Section VI**).
- c) Area 3 - Talent Development**
- Grant for supporting international research projects and residencies for artists, curators, and other art professionals (**Section VII**)

## Art. 3 - Entities involved, partnerships and agreements, constraints

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**1. Applicants** for all the Intervention Areas may compete individually, or as a partnership, exclusively for the cases referred to in Sections I, II, III, V and VI.

Defined as follows:

- **Implementing entities:** all public or private non-profit bodies that carry out a project (individual applicant or lead applicant together with their project partners).
- **Individual applicant:** persons who submit a project and carry it through independently. In the case of grants, they may also be referred to as a **candidate**.
- **Lead applicant:** persons who submit a project and avail themselves of the support of one or more project partners. A lead applicant shall be the sole direct recipient of the funding and uniquely responsible for the project vis-à-vis the Administration, including any necessary monitoring and reporting.
- **Project partner:** an entity that supports the lead applicant in carrying out certain specific project activities and that, in order to carry out these activities, can receive from the lead applicant a minority share of the funding, to be managed directly. The project partner should not be confused with the cultural partner, sponsor, or supplier.
- **Cultural partner:** an entity, other than the implementing entities, which undertakes to promote the project culturally and is not a recipient of funding. All public and private entities may be cultural partners. The DGCC reserves the right to assess the admissibility of a particular partnership, based on criteria of expediency and reliability. For-profit entities are admitted only in exceptional cases to do with the intrinsic nature of the project and with a valid justification, with the exception of exhibition and/or cultural venues for the return of projects, as well as institutions involved in research and residency projects as per Section VII. In any case, commercial art galleries and companies that might otherwise be identified as sponsors are not admissible as cultural partners.





- **Co-funder:** an entity – with physical or legal personality – who undertakes to financially support the project, by providing the applicant with monetary funding for the realization of the project itself (as a *donor* or *supporter*). A project partner or cultural partner may also be the co-funder of a project.
- **Sponsor:** an entity that undertakes to support the project with a cash loan in exchange for promotion of their brand. The sponsor cannot be a project partner or a cultural partner. The DGCC reserves the right to assess a sponsor's eligibility on the basis of criteria of expediency and reliability. Private commercial art galleries are not included among the sponsors, not even if they represent the artists involved.
- **Technical Sponsor:** any private entity that supports the project not from a financial point of view but through direct support – whether total or partial – by means of goods and/or services (*in-kind*) provided free of charge, in exchange for promotion of its brand. Technical sponsorship must not be included within the economic framework presented; the value of the goods and services offered is therefore not included in the funding or co-funding quota.
- **Supplier:** an economic entity – a third party with respect to the implementers and collaborators of the project – which provides a service or a good necessary for the realization of the project, and issues a fiscally valid document. The supplier cannot be an implementing entity (project leader or partner), nor a cultural partner.

2. The main objective of the Italian Council programme is the promotion and knowledge abroad of Italian contemporary art and creativity in addition to artists, curators and other art professionals. The promotional activities necessarily envisaged in the projects must take place **mainly at an international level** or have significant dissemination abroad, in collaboration with foreign cultural institutions operating in the field of contemporary art.

For the purposes of the Italian Council Call, a “foreign cultural institution operating in the field of contemporary art” means a non-Italian cultural institution with legal and operational headquarters outside Italy's borders.

**Therefore, the following are not admitted as foreign cultural institutions: Italian Embassies, Consulates and Cultural Institutes, given that they are Italian entities despite operating abroad; national cultural institutes or foreign academies in Italy; institutions located in Vatican City and the Republic of San Marino, as enclaves within Italian territory.**

3. Among the objectives of the Italian Council programme is the creation of international networks for the production and promotion of the project itself. In the cases referred to in Sections I, II, III, V and VI, **the agreement between the lead applicant** and the **project partner** must be formalized by sending a **partnership agreement** signed by the legal representatives of all the implementing parties involved.

This agreement may use the template provided by the Administration, which can be downloaded at the time of filling out the application from the appropriate Section of the Tenders Portal of the Directorate General for Contemporary Creativity (hereinafter only “Tenders Portal”), and must clearly specify the personal data and legal nature of each person involved; and must cover the area, subject





matter and duration of the agreement; the commitments, roles, and financial quotas managed both by the lead applicant and by each project partner.

This agreement shall indemnify the DGCC from any dispute concerning the management and distribution of the funding disbursed among the implementing entities, as well as from any litigation, whether judicial or extrajudicial, or from any relationship established with third parties, or from any other effect that might derive, even indirectly or intermittently, from the signing of the partnership agreement. Agreements must be accompanied by a valid copy of all the signatories' ID documents.

**4. The involvement of cultural partners does not require the sending of a partnership agreement, but instead a formal Letter of Commitment** to promote the project, written on a letterhead, signed by the legal representative or by another person authorized to legally commit the entity involved, and addressed to the applicant or project leader. This letter, which may follow the template provided by the Administration in the appropriate Section of the Tenders Portal, and can be downloaded at the time of filling out the application, must contain the commitment to promote the project and the methods to be used for these promotional activities. The Letter of Commitment indemnifies the DGCC from any dispute over the working relationship established between the parties involved in the agreement.

**5. Partnership agreements or letters of commitment that have not been duly signed by all the project and/or cultural partners involved shall not be eligible for evaluation.**

6. Under penalty of exclusion:

- the project must refer only and exclusively to one of the individual Sections provided for within one of the three Intervention Areas established by Art. 2 of the present Call;
- all implementing entities (individual applicant, or project leader and partner) must meet the same requirements as per Arts. 1 and 5 of the present Call;
- all implementing entities (individual applicant, or project leader and partner) can only participate in this Call with a single application; it shall be the responsibility of the project leader to verify any absence of incompatibility with the project partners involved.

7. An institution that is the implementing entity of a project may be a cultural partner of another project. cultural partners may promote more than one project. With reference to Area 1, a museum or public collection may be the recipient of works from more than one project.

8. Artists, curators or critics (also as a collective) may compete directly as a candidate with a single application for the grants provided for in Section VII of the present Call; however, they may only be an artist, curator or critic involved in more than one application relating to the remaining Sections I, II, III, IV, V and VI, provided that they have been submitted by different applicants.





## Art. 4 - Available resources, maximum amount of funding and constraints

1. The resources allocated for the present Call amount to a total of **€ 2,700,000.00 (two million/ seven hundred/00)**; expense coverage shall apply where there is ascertained availability as per Chapter 7707 PG 11 and Chapter 7707 PG 13 for the FYs 2024, 2025 and 2026.
2. Without prejudice to the right of the Committee to allocate the resources in a different way, the funds referred to in paragraph 1 above shall be allocated to each Area as shown in the table below.

INTERVENTION AREAS	RESOURCES ALLOCATED
<b>Area 1 - International commissioning and acquisition of works of art</b>	<b>€ 1,200,000.00 (one million, two hundred thousand/00)</b>
<b>Area 2 - International promotion of artists, curators and critics</b>	<b>€ 1,100,000.00 (one million, one hundred thousand/00)</b>
<b>Area 3 - Talent Development</b>	<b>€ 400,000.00 (four hundred thousand/00)</b>

3. The amount of funding shall be determined by the Committee on the basis of the score assigned to the quality of the project, taking into account the eligible costs, the financial plan of the project and within the maximum limits set out in the table below.

INTERVENTION AREAS AND ACTIONS	MAXIMUM AMOUNT GRANTED
<b>Area 1 - International commissioning and acquisition of works of art</b>	
Funding for the production and/or acquisition of new works, with related international promotion ( <b>Section I</b> ).	<b>Up to a maximum of € 150,000.00</b> up to a maximum of 80% of the total cost of the project.
<b>Area 2 - International promotion of artists, curators and critics</b>	
Funding for the production of a monographic exhibition at a foreign cultural institution ( <b>Section II</b> ).	<b>Up to a maximum of € 100,000.00</b> up to a maximum of 80% of the total cost of the project.



INTERVENTION AREAS AND ACTIONS	MAXIMUM AMOUNT GRANTED
<b>Area 2 - International promotion of artists, curators and critics</b>	
Funding for the participation of an artist in a periodic international event or group exhibition at a foreign cultural institution ( <b>Section III</b> ).	<b>Up to a maximum of € 50,000.00</b> up to a maximum of 80% of the total cost of the project.
Funding for the participation of a curator or critic in a periodic international event, monographic or group exhibition at a foreign cultural institution (as guest curator) ( <b>Section IV</b> ).	<b>Up to a maximum of € 20,000.00</b> up to a maximum of 80% of the total cost of the project.
Funding for an international publication ( <b>Section V</b> ).	<b>Up to a maximum of € 80,000.00</b> up to a maximum of 80% of the total cost of the project.
Funding for promotion and valorization events related to the acquisition of one or more works by an Italian artist by a foreign museum ( <b>Section VI</b> ).	<b>Up to a maximum of € 50,000.00</b> up to a maximum of 80% of the total cost of the project.
<b>Area 3 - Talent Development</b>	
Grant for supporting international research projects and residencies for artists, curators, and other art professionals ( <b>Section VII</b> ).	<b>Up to a maximum of € 15,000.00</b>

4. Funding shall be disbursed exclusively in accordance with the procedures and deadlines set out in Art. 7 and in the individual Sections of the present Call, on the basis of the expenditure commitments made by the Administration with reference to the time schedules presented at the time of application and confirmed at the time of accepting the funding.

5. With the exception of the cases referred to in Section VII, **applicants are required to declare, under their own responsibility, that they can bear at least 20% (twenty percent) of the total cost of the project, either with their own resources or through forms of co-funding external to the applicant.**

With reference to the parties involved as outlined in Art. 3 of the present Call, if co-funding is provided by parties other than the applicant, the amount disbursed must be paid in cash and not in goods and services (*in-kind*). It is possible to contemplate technical sponsorships for the supply of goods and services (*in-kind*), but outside the economic framework presented at the application stage.

**For projects funded under this Call, double funding is prohibited**, consequently, the cost of an intervention cannot be reimbursed twice from funds provided by the Italian Council programme as well as from other national and European public funding sources. This is without prejudice to the



possibility of combining different national and European public funding sources if they are covering different types of costs.

6. The Committee reserves the right to reduce the amount of funding requested for proposals which, although deemed worthy, have an economic framework that is inappropriate for the project.

## Art. 5 - General eligibility requirements

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1. All implementing entities and all entities directly promoted and supported by this Call must, under penalty of exclusion, comply with the eligibility requirements set out below.

### a) Artists

#### • General Requisites

- Be an Italian citizen or tax resident in Italy.
- Be at least eighteen years of age.

#### • Specific Requisites

- Be active in the field of contemporary art and visual culture.
- Have gained significant and proven professional experience at national and/or international level within their artistic curriculum.

### b) Other art professionals: curators; researchers; art critics; art project manager; art producer.

#### • General Requisites

- Be an Italian citizen or tax resident in Italy.
- Be at least eighteen years of age.
- Be in possession of a Bachelor's Degree, or equivalent qualification.

#### • Specific Requisites

- Be active in the field of contemporary art and visual culture.
- Have gained significant and proven professional experience at national and/or international level within their curriculum.
- *Curators*: have curated at least one exhibition in exhibition spaces of national and/or international importance.
- *Researchers; art critics*: have published at least one major work on contemporary art, criticism and visual culture.
- *Art project manager, Art producer*: having worked, thanks to their specific skills, on at least one event or exhibition of national and/or international importance.

### c) Italian and/or foreign institutions

#### • General Requisites

- Be public or private non-profit entities, with a registered office in Italy or abroad, in particular: museum institutions, foundations, cultural associations, university institutes,



formally constituted committees and any other non-profit entity with a legal personality, which have been legally established for at least 2 (two) years on the application deadline of the present Call.

- Specific Requisites

- One of whose main aims is to valorize and promote contemporary creativity.
- Have carried out contemporary creativity projects in the last 2 (two) years, as of the application deadline of the present Call, even if not continuously.

**2.** For the purposes of the present Call, public entities are those considered equivalent to public administrations pursuant to Art. 1, paragraph 2, of Italian Legislative Decree No. 165 of 30 March 2001, and also present, purely by way of example, in the ISTAT List of Public Administrations for the current year.

Public entities are also considered to be those that meet the following requisites, which can be clearly deduced from their Articles of Association and/or Deed of Incorporation:

- a) having been established by the will of the State, Regions or other public bodies;
- b) be subject to powers of interference, supervision or control by the State, Regions or other public bodies;
- c) be subject to public funding

**3. In the case of collectives considered as a sole author**, at least 50% (fifty percent) of the members must meet the requirements referred to in paragraph 1 letters a) and b) of this Article. In the cases referred to in Section VII, candidates who participate as a collective are tasked with choosing a person who, as group leader, must directly maintain relations with the Administration and be the only one responsible to all intents and purposes for them. This group leader must be an Italian citizen or fiscally resident in Italy.

The activity of the collective as a single authorship must be attested by its CV; please note that the CVs of individual members are not acceptable. Joint ventures set up specifically for the project submitted shall not be considered collectives.

**4.** Under penalty of exclusion, applicants must declare, for themselves and for any other parties involved, pursuant to Italian Presidential Decree No. 445 of 28 December 2000, that they meet the requirements set out in this Article and that:

- a) They are non-profit entities in the cases referred to in Areas 1 and 2 of the present Call.
- b) They have not committed serious violations (pursuant to Art. 48 bis of Italian Presidential Decree No. 602/1972), definitively ascertained, with respect to the obligations relating to the payment of taxes and duties or social security contributions, according to Italian law or that of the State in which they are established.
- c) They are in compliance with the regulations on safety and health in the workplace in the cases referred to in Areas 1 and 2 of the present Call.
- d) They have not been convicted of a criminal offence, i.e., that neither their own nor those of their legal representative have been convicted of a criminal offence that has become res judicata, or have had a penal decree issued against them that has become irrevocable, or a





sentence of application of the penalty on request pursuant to Art. 444 of the Code of Criminal Procedure for offences against the Public Administration or for offences of participation in a criminal organisation, corruption, fraud, money laundering.

- e) Their legal representative must not be subject to injunctive sanctions from public office or to any other sanction or impediment, of a legal or financial nature, which entails a prohibition on contracting with Public Administrations.
- f) The applicants and their legal representatives do not have ongoing disputes with the Ministry of Culture and are not in any case in situations of incompatibility as envisaged by the current regulations.
- g) They do accept and comply with all the conditions of the present Call.

## Art. 6 - Procedures and deadlines for the submission of applications

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1. The application form must be completed and sent in accordance with the procedures set out below.

- a) The application form must be submitted exclusively through the **Tenders Portal** ([portalebandidgcc.cultura.gov.it](http://portalebandidgcc.cultura.gov.it)), following all the instructions indicated therein.
- b) Access to the Tenders Portal of the Directorate-General for Contemporary Creativity must take place in the following ways:
  - by means of digital identity SPID (Public Digital Identity System) or CIE (Electronic Identity Card) for subjects with Italian citizenship, or fiscally resident in Italy, or for entities with a registered office in Italy;
  - by means of eIDAS (electronic IDentification Authentication and Signature) pursuant to EU Regulation No. 910/2014 on electronic identification and trust services, or alternatively by registration and access via e-mail, for entities with a registered office in another EU country;
  - by registration and access via e-mail for entities with a registered office in another non-EU country, or in a country not covered by EU Regulation No. 910/2014.

**Applications received in other ways shall not be considered.**

**Please note that the 13<sup>th</sup> Italian Council Call shall be active on the Tenders Portal starting from 18 March 2024.**

- c) The application form must contain all the documentation required in each Section (see Sects. I.3, II.3, III.3, IV.3, V.3, VI.3, VII.3 of the present Call). In the appropriate online application form, applicants must declare, under their own responsibility and fully aware of the consequences deriving from false declarations pursuant to Italian Presidential Decree No. 445 of 28 December 2000, the veracity of the proposal contents.
- d) The application form must be completed by following all the steps indicated in the Tenders Portal, choosing the Area and Section for which it is intended to compete; the individual





documents requested cannot weigh more than 5 (five) MB and only \*PDF and \*JPG formats are allowed; **N.B. It is not possible to change the application after it has been definitively submitted.**

- e) The application form must be compiled in Italian, or alternatively in English if the applicant (Areas 1 and 2), or candidate (Area 3), is not a native Italian speaker, by filling in the appropriate online forms and uploading the required documents, after registration on the Tenders Portal of the legal representative of the applicant/lead entity in the case of Areas 1 and 2, or the candidate in the case of Area 3.
- f) **For all the Areas of the present Call (Areas 1, 2 and 3) it is possible to submit the application on the Tenders Portal starting from 18 March 2024 and no later than 3.00 p.m. (CEST) on 15 April 2024.** Under penalty of exclusion, registration, completion and online submission of the application must be completed no later than the date and time indicated in the same calendar. The date and time of submission of the application for participation in the Call are certified by the Tenders Portal which, at the end of the deadline for submission, no longer allows access to and submission of an application, even if the procedure is still being concluded. The system issues confirmation that the application has been received.
- g) For any problems related to the uploading of the application form, please contact the technical assistance service of the Tenders Portal at the email address [supportoit.dgcc@ptsclas.com](mailto:supportoit.dgcc@ptsclas.com). **Assistance is not guaranteed in the 24 (twenty-four) hours prior to the application deadline of the present Call.**
- h) Any changes to the above terms, due to force majeure, shall be promptly communicated on the DGCC website.

## Art. 7 - Appraisal, evaluation of applications, execution of projects

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1. Applications received in the manner and within the terms indicated in Art. 6 of the present Call shall be subject to a preliminary administrative investigation within the DGCC, aimed at verifying the completeness and admissibility of the documentation submitted, in addition to possession of the mandatory requisites.

2. During this first check, in the event of a lack of documentation, the DGCC reserves the right to request any clarifications and additions to the administrative documentation pursuant to Italian Law No. 241/1990 and subsequent amendments. Should the documents not be supplemented within the specified timeframe, the proposal shall be excluded from the evaluation.

3. Project proposals that do not comply with the general eligibility requirements referred to in Art. 5 of the present Call, or those indicated in the various Sections of the present Call, cannot be taken into consideration and shall be excluded from the selection procedure.



4. Following the preliminary administrative investigation, applications deemed admissible shall be evaluated by the Committee according to the criteria indicated in Sections I-VII of the present Call.
5. The Committee shall draw up a ranking for each Section within the three Intervention Areas. These rankings are subsequently approved, for each of the Intervention Areas, with a specific Directorial Decree and published on the page of the DGCC website dedicated to the present Call ([creativitacontemporanea.cultura.gov.it/italiancouncil-edizione13](https://creativitacontemporanea.cultura.gov.it/italiancouncil-edizione13)).
6. The Committee may request, if necessary for justified investigative needs related to its work, an extension of the deadlines for the publication of the rankings for a period not exceeding 30 (thirty) days, which shall be communicated on the page of the DGCC website dedicated to the present Call.
7. The start-up, intermediate steps and conclusion of the winning projects must follow the calendar shown below, which is better detailed within each individual Section of the present Call and without prejudice to any extensions of the publication of the rankings as referred to in paragraph 6 above.

CALENDAR OF KEY DEADLINES FOR PROJECT EXECUTION	
<b>From 30 June 2024 onwards</b>	<ul style="list-style-type: none"> <li>• Official launch of all winning projects.</li> </ul>
<b>By 15 November 2024</b>	<ul style="list-style-type: none"> <li>• Advance payment requested, or first instalment (<u>up to 35%</u>) for winning projects in Areas 1 and 2.</li> <li>• Advance payment (50%) required for projects that have been awarded in Area 3.</li> </ul>
<b>By 31 October 2025</b>	<ul style="list-style-type: none"> <li>• Request for an interim instalment (<u>50%</u>) for winning projects in Areas 1 and 2.</li> <li>• Balance request in the event that the projects in Areas 1 and 2 foresee a development over two years only (2024 and 2025).</li> <li>• Balance request (<u>50%</u>) and definitive completion for winning projects in Area 3.</li> </ul>
<b>By 31 August 2026</b>	<ul style="list-style-type: none"> <li>• Effective completion of winning projects in Areas 1 and 2.</li> </ul>
<b>By 30 September 2026</b>	<ul style="list-style-type: none"> <li>• Balance request in the report on winning projects in Areas 1 and 2.</li> </ul>

## Art. 8 - Control and monitoring of activities

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1. The DGCC shall monitor the performance of the activities envisaged within each winning project at every stage and verify that the project activities are being carried out as approved by the Committee or, in the event of extensions or variations, as expressly agreed with the DGCC.
2. The DGCC reserves the right to request rescheduling of projects and the production of interim monitoring reports; to carry out checks, controls and inspections, both documentary and through on-site inspections and with the help of its own staff, with reference to the cultural initiatives funded, at any time and stage of implementation of the projects granted funding and of the entire procedure.
3. The DGCC shall carry out administrative-managerial controls aimed at verifying and ascertaining compliance with the conditions laid down to obtain funding, as well as verifying that the costs declared are consistent, effectively incurred and correspond to the accounting and expenditure documents kept by the recipient. In both of the above cases, if irremediable discrepancies or shortcomings with respect to the project presented are ascertained, the DGCC shall proceed in accordance with the provisions of Art. 10 of the present Call.
4. The DGCC shall remain extraneous to any relationship, even indirectly or occasionally, between the applicant and any third parties, depending on the implementation of the interventions admitted to funding, as well as to the relationships between the applicant and subjects involved in various ways in the project, including artists, curators and art critics in the cases referred to in Areas 1 and 2 of the present Call.

## Art. 9 - Obligations of the recipient

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1. Recipients of funding shall comply with the following:
  - a) **They must promptly notify the DGCC, by certified e-mail (PEC) at the address [dg-cc.servizio2@pec.cultura.gov.it](mailto:dg-cc.servizio2@pec.cultura.gov.it)** any variation in the project presented and approved by the Committee, also after consulting the recipient museum in the case of projects referred to in Area 1 of the present Call. The DGCC shall express its opinion on the merits of the variations, after consulting the Committee in the case of structural changes to the project. **Non-Italian entities must communicate these changes via the ordinary e-mail address (PEO) [dg-cc.servizio2@cultura.gov.it](mailto:dg-cc.servizio2@cultura.gov.it).**
  - b) They must comply with the production schedule of the project presented and approved by the DGCC, in particular with regard to the phases of the request for disbursement of funds that must reach the Administration within the deadlines indicated in the present Call.
  - c) They must declare that the project is the winner of an Italian Council contribution in all information, advertising and promotional material related to the project, as well as in all material disseminated through the press, internet and social networks, following the





guidelines that can be downloaded from the personal page of the Tenders Portal after notification of the funding being awarded.

- d) They must send the DGCC 6 (six) or more images of the work created or acquired (projects referred to in Area 1) or of the event or project funded by the present Call (projects referred to in Area 2 and 3), free from rights and with any credits.
- e) In the event of publications of any kind being produced, send at least 6 (six) copies to the DGCC for the library and archives of the Office.
- f) Keep all accounting documentation at its headquarters, in compliance with civil, fiscal and tax regulations, for the period laid down by the aforementioned legislation, and make it available for ordinary and extraordinary audits by the Administration.

## **Art. 10 - Revocation, reduction and recovery of funding**

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1. If, for justified reasons and/or unforeseen and/or unforeseeable causes, beyond the control of the recipient, it is necessary to modify the project, such changes must be promptly communicated to the DGCC, in which case, the Committee shall decide on the withdrawal or redetermination of the funding.

2. The decision granting funding may be annulled if the DGCC has found that there is an original fault in the application which renders the granting of the award unlawful.

Without prejudice to the provisions of Art. 75 of Italian Presidential Decree No. 445/2000 on forfeiture, the provision granting the loan may be revoked in the following cases.

- a) Waiver of Recipient
- b) Failure of the recipient to comply with the prohibition of double funding referred to in Art. 4.5 of the present Call.
- c) Failure of the recipient to comply with the obligation to complete the project within the terms set out in the present Call, without prejudice to any extensions formally granted by the DGCC.
- d) Substantial design changes that alter the nature of the project itself, unless previously requested and approved by the DGCC after the opinion of the Committee.
- e) In all other cases provided for in the present Call.

3. In the event that the hypotheses listed in points c) and d) of the preceding paragraph have occurred in such a way as not to lead to a total withdrawal of the funding, the DGCC may, after obtaining the opinion of the Committee, assess a possible redetermination of the amount.

In all cases referred to in the previous paragraph, the DGCC shall recover any sums already paid to the recipient.

4. The DGCC shall notify the recipient of the initiation of proceedings for the annulment or revocation of the procedure. The decision to annul or revoke a procedure shall be adopted within 90 (ninety) days of the notification of initiation of the procedure. By annulment or revocation, the DGCC:





- declares that the recipient has forfeited the right to funding;
- arranges, where relevant, to recover any undue funding.

## Art. 11 - Reference Offices and FAQs (Frequently Asked Questions)

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1. The Office responsible for the procedure for the present Call is the Directorate General for Contemporary Creativity, Service II - Contemporary Art. For candidates intending to compete, it is possible to obtain clarifications regarding the present Call exclusively by sending questions in writing to the e-mail address: [italiancouncil@cultura.gov.it](mailto:italiancouncil@cultura.gov.it) by and no later than **4 April 2024**.

2. The Administration shall respond within 5 (five) working days by periodically publishing, and in any case **before 11 April 2024**, the most frequently asked questions (FAQs) in an aggregate form on the DGCC website, on the webpage dedicated to the present Call. No response shall be provided to questions or requests for clarification received in different ways and at different times.

## Art. 12 - Severability Clause and Jurisdiction

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1. The DGCC reserves the right to postpone or revoke this procedure, not to grant any award or to cancel the merit ranking, even if final, without any right to reimbursement of the costs incurred by the participants and/or any recipients, as well as without them being able to make any claim for compensation or of any other nature against the Administration.

2. Until the decision granting the funding has been taken, the DGCC reserves the right to withdraw all or part of the funding without the recipients being able to make any claim to this funding.

3. For all disputes that might arise between the Parties from the interpretation and/or execution of this deed, the Court of Rome shall have exclusive jurisdiction.

4. For anything not explicitly provided for in the present Call, reference should be made to the current provisions on the subject, to the State accounting laws and to the Regulations implementing the Italian Council project registered on 19 March 2019, sheet No. 371.

## Art. 13 - Ethical Policy

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1. The actions carried out by the DGCC aim at the maximum inclusion of all the diversities that make up contemporary society, given that these differences are a reflection of art and culture in their natural meaning. Consequently, the DGCC ensures that even within the Italian Council programme there are no unfair or discriminatory phenomena, but on the contrary that differences in gender, age,



race, nationality, religion, gender identity and sexual orientation are promoted, as well as the inclusion of minorities and/or under-represented groups.

2. During the evaluation and monitoring phases, the DGCC shall also ensure that in projects supported by the funds of the Italian Council programme, artists, curators and critics, and all workers involved in general, are guaranteed optimal working conditions and adequate compensation, in compliance with the constraints of the present Call.

## Art. 14 - Protection of privacy and release for use

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1. The data collected along with the application to participate in the present Call are processed, used and stored, also by means of computerized procedures, pursuant to Regulation (EU) 2016/679 (General Data Protection Regulation), and Italian Legislative Decree No. 196 of 30 June 2003, and subsequent modifications and supplements, exclusively for the purposes related to the completion of the procedure itself and for the subsequent activities related to the activities that are the subject of it, in compliance with the aforementioned legislation.

2. The personal data in question shall be processed, in compliance with the provisions of the law, with the use of security measures to ensure the confidentiality of the data subject to whom the data refer.

3. By submitting their application, the applicants agree to the processing of data for the purpose of investigation and verification by the DGCC, as well as the publication, electronically or otherwise, of their identification data and the amount of the funding granted, in accordance with the obligations of information and transparency provided for by current sector legislation, with particular regard to Italian Legislative Decree No. 33 of 14 March 2013 on transparency.

4. Provision of data is mandatory and any refusal to provide the same shall make it impossible to proceed with evaluation of the application form, as well as the consequent obligations inherent to this Public Call.

5. The Data Controller is the Ministry of Culture, with registered office in Via del Collegio Romano 27, 00186 – Rome (ITALY), which can be contacted by consulting the appropriate contact page: <https://www.beniculturali.it/scrivici> .

6. The interested party may exercise, under the conditions and within the limits set out in EU Regulation 2016/679, the rights provided for in Art. 15 et seq. thereof, and in particular: access to their personal data, rectification, updating or deletion of the same, limitation or prohibition of the processing of data processed in violation of the law, opposition to processing for legitimate reasons. The interested party may also exercise the right to lodge a complaint with the Data Protection Authority. It is also possible to contact the Data Protection Officer (DPO) of the Ministry of Culture at

the address Via del Collegio Romano 27, IT-00186, Rome, email: [rpd@cultura.gov.it](mailto:rpd@cultura.gov.it);  
[rpd@pec.cultura.gov.it](mailto:rpd@pec.cultura.gov.it).

7. By participating in the present Call, the proponents also authorize the DGCC to publish the data relating to the project and/or a description of the project as well as to use the materials sent for promotional and dissemination purposes free of charge and without time limits on its communication channels and on any other means of dissemination/publication, also atypical, and for any other uses that the DGCC may wish to make of it within the scope of its remit, confirming that it has nothing to claim by reason of the above and that it irrevocably waives any right, action or claim deriving from that which is authorized above.

## **Art. 15 - Publicity and transparency**

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1. This Call is being published on the institutional website of the Directorate-General for Contemporary Creativity (<https://creativitacontemporanea.cultura.gov.it>).
2. The results of the final selection referred to in the present Call shall be published in accordance with the established procedures, in compliance with the principles of relevance and non-excess, on the institutional website of the Directorate-General for Contemporary Creativity.

## **Art. 16 - Acceptance of the regulations**

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1. By participating in the present Call, the applicants, whether individual or lead, accept without reservation the regulations contained in this Call, including the attachments and FAQs published on the webpage dedicated to this Call (<https://creativitacontemporanea.cultura.gov.it/italiancouncil-edizione13/>), which constitute an integral part thereof.

# SECTIONS

## SECTION I

### Area 1 - *International commissions and acquisition of artworks*

#### Funding for the production and/or acquisition of new works, with related international promotion

##### Sect. I.1 - Eligible projects

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##### 1. Funding will be available for

- a) Projects commissioned by foreign institutions, or by partnerships constituted by Italian and foreign institutions, to grow Italian public collections through the **production** of a new artistic project – 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 grow Italian public collections through an artwork or a new artistic project 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 the present Call, with related international and national promotion.

##### 2. Production and acquisition of new artworks and host collections

The production of a single artistic project, with no limits on expression or language, by an Italian artist or an artist with tax residence in Italy is admissible. Particular attention shall be paid to productions linked to artistic practices and research focused on multidisciplinary approaches, fusions and experimentation involving different creative languages. The artistic project may consist of one or more elements (purely by way of example: a series or a complex installation), to be understood not as autonomous artworks. The artwork may be created in a maximum edition of three plus an artist's proof: only the first of the three can be funded by the present Call and it will be this that will grow the public collection identified in the proposal.

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

The artworks produced (Sect. I.1, letter a) and the artworks to be acquired (Sect. I.1, letter b) are destined to grow the public heritage of Italian museums and cultural venues (state, regional, provincial, and civic), as identified in Art.101 of Italian Legislative Decree No. 42/2004, and



subsequent modifications and supplements (*Codice dei Beni Culturali e del Paesaggio* – “Code of Cultural Heritage and Landscape”), including those granted organizational and budgetary autonomy, and those constituted in the form of foundations, institutions and special companies or managed by private non-profit bodies, ensuring the promotion of the public cultural heritage and forms of management referred to in Arts.112 and 115 of the *Codice dei Beni Culturali e del Paesaggio*.

The Committee reserves the right to assess the proposal’s consistency with the public collection that will be hosting the artwork and with its cultural programme. The entire artistic project produced or acquired thanks to the Italian Council’s funding shall be destined for a single collection. No proposals that involve the artwork’s being hosted at a number of venues will be admitted.

Under penalty of exclusion, by presenting the proposal:

- The individual or lead applicant commits to an exclusive transfer of ownership of the artwork produced to the museum or 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 laid down in the [PACTA – Protocolli per l'Autenticità, la Cura e la Tutela dell'Arte contemporanea](#) (‘Protocols for the Authenticity, Care, and Protection of Contemporary Arts’).

Such a commitment shall be formalized by a joint declaration between the individual or lead applicant, the artist, and the director of the museum or public collection as required under Sect. I.3.4, letter e) of the present Call. In the event of the acquisition of the artwork of an artist no longer living, the signatory of the joint declaration concerning the transfer of ownership and the rights of economic use of the artwork to the museum shall be the holder of the rights to the artist’s work. In the event of several heirs, the joint declaration must be signed by all heirs involved. The declaration, signed by all the parties involved and including the ID documents of the signatories, must be annexed to the proposal.

The applicant is obliged to keep the museum or public collection identified up to speed on all the stages of the project and any changes.

### **3. Promotion, international dissemination and national valorization**

Under penalty of exclusion, projects must include at least one phase of international promotion of the project, preferably an exhibition, at qualified and accredited institutions located outside the Italian national borders and operating in the field of contemporary art (purely as an example: museums, art centres, exhibition spaces, art foundations, etc., provided they are non-profit organizations). Exhibitions taking place in several locations at the same time are also admissible.

As stated in Art. 3 of the present Call, it is to be remembered that Italian Embassies, Consulates, and Cultural Institutes are not foreign institutions, but Italian institutions abroad. By the same token, foreign cultural institutes and foreign academies located in Italy are not admissible either.

The phase of national promotion of the project is aimed at promoting knowledge of it in Italy, with particular attention to the phase of acquisition by the public collection. A maximum of 2 (two) national promotional activities shall be permitted.

The following may fall within the scope of international promotion and national valorization actions, purely by way of example: temporary exhibitions, whether solo or collective, or participation in





periodic international events (biennials, triennials, festivals, etc.), or in side events linked to them (a mandatory activity for international promotion); events linked to the official opening of the exhibitions; presentations or discussions, also to be held remotely through the use of video-conferencing tools; workshops, public programmes and educational programmes. As regards valorization actions in Italy, these may also include 'project rooms' or themed exhibitions dedicated to the artwork in its final location.

#### 4. Who can apply

Public or private non-profit bodies, with a registered office in Italy or abroad, in particular: museum institutions, foundations, cultural associations, universities, formally established committees, and any other non-profit legal entity aiming at valorizing, promoting, and/or training in the field of contemporary art and meeting the requirements set forth in Art. 5 of the present Call. Please note that natural persons may not apply, or be project partners.

#### 5. Partnerships and agreements

Should the project be presented by a number of implementing entities, the collaboration must be formalized with a partnership agreement as per Art. 3 of the present Call.

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

Cultural partners involved in the national and international promotion of the project must sign a Letter of Commitment as detailed in Art. 3 of the present Call. Promotional events at the museum or public collection identified also require a Letter of Commitment from the institution itself. Please remember that cultural partners who do not present Letters of Commitment or present unsigned letters shall not be taken into consideration during the evaluation.

#### 6. Agreements with the artist

In the case of the production of new works as per Sect. I.1, letter a), following any award of funding, the recipient (individual or lead applicant) is required to submit an agreement or contract entered into with the artist being promoted by the project. This agreement need not 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 various economic amounts allocated to the artist both as a fee and for reimbursement of expenses incurred within the project. This agreement shall indemnify the DGCC from any dispute, as well as from any relationship or effect deriving even indirectly or occasionally from the signing of the agreement between the applicant and the artist. The agreement must be accompanied by a valid copy of all the signatories' ID documents.

### Sect. I.2 - Eligible costs, restrictions, and duration of projects

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1. Costs eligible for funding are those intended to cover the expenses for the technical and scientific production of the project, incurred by the recipient or by the project partners declared during the





submission of the application, or by the artist concerned (if justified by an agreement/contract between the latter and the applicant).

## 2. Eligible costs (purely by way of example)

- Artwork production expenses, only for cases as per Sect. I.1, 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 as per Sect. I.1, letter b).
- Travel expenses (in economy class) and accommodation; for any visas, permits, and health insurance, intended for inspections, events and promotional activities.
- Expenses for project support staff: fees for curators, project managers, coordinators, assistants, consultants, etc. The total expected remuneration must not exceed 25% (twenty-five percent) of the total planned budget and be commensurate exclusively and appropriately with the commitment necessary for the project and not solely with the duration of the project.
- Communications expenses: press office; purchase of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms and apps, etc.
- Expenses for events and promotion: setup, equipment and technical equipment leasing and rental fees, provided they are related exclusively to the project; artworks shipment and insurance fees; costs for video footage, sound recording, photoshoots; 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 for the administrative staff employed in support of the project (secretarial, business managers, etc.); utilities, consumer materials, stationery and the like, postal expenses, etc. The total planned expenses must not exceed 10% (ten percent) of the total planned budget.
- Emergency and/or unforeseen (contingency) fund expenses not exceeding 5% (five percent) of the total budget.

## 3. Non-eligible costs (purely 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 daily allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Costs for disputes, settlements, registration of documents, fines, criminal sanctions and related interest.
- Any form of undocumented work.







- Expenses not borne by the recipient or the project partners declared when submitting the application, or by the artist.

4. The project submitted can only be implemented within the timeframe set forth in the timetable referred to in Art. 7.7 of the present Call and in compliance with the additional timeframe laid down in Sect. I.5.1, from the day following the formal acceptance of funding by the individual or lead applicant, and, in any case, not before **30 June 2024**. The project must be completed, in all its stages, no later than **31 August 2026**.

5. Expenditure made prior to the day following the publication of the ranking by Directorial Decree or subsequent to the expiry of the project is not permitted.

Please note that promotional activities begun but not yet completed at the project deadline date may be considered valid, but only expenses incurred up to that moment shall be eligible for funding. Any activities already begun must however be completed by 2026.

The artwork produced must be formally purchased by the recipient museum, i.e., it must be inventoried, or subject to a similar process, by the date on which the final report is sent. Otherwise, the remaining balance shall not be paid.

## Sect. I.3 - Required documentation

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1. Only proposals submitted in accordance with the procedures indicated in Art. 6 of the present Call shall be eligible for merit evaluation.

The application must contain the following information:

- Details and legal form of the implementing entities, of any cultural partners and sponsors involved.
- Commitment to cover at least 20% (twenty percent) of the total planned budget by the applicant and/or any agreements with sponsors.
- Self-certification by the individual applicant or lead applicant attesting compliance with the general requisites pursuant to Art. 5 of the present Call, of all the implementing entities and of the artist concerned.
- Formal acceptance of the conditions of the present Call by the individual or lead applicant for themselves and for the other parties directly involved in the project.
- Consent to the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679. If present, project partners must also sign a copy of the privacy notice to be attached to the application.

The application must contain also following annexes: the project proposal, the economic framework and the required documents, as set out in the following paragraphs.

## 2. Project proposal

The project proposal must conform to the objectives of the present Call, and contain:





- a) Project summary.
- b) Information on the applicant, on any project and cultural partners involved, on any sponsors, on the project manager who will follow the project and on the artist to be promoted by means of CVs and/or brief biographies with links to the relevant websites, showing compliance with the admissibility requisites specified in Art. 5 of the present Call.
- c) Clear and detailed information on the project demonstrating the credibility, concreteness and effective implementation of the proposal; technical data sheet of the artwork to be produced or acquired, indicating the means of exhibition.
- d) Valorization, promotional, and dissemination activities abroad.
- e) Valorization activities in Italy.
- f) Communications strategy.
- g) Proposal for possible publication.
- h) For site-specific works to be created 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 et seq. of the Italian Legislative Decree No. 42/2004, and subsequent modifications and supplements. To this end, it is necessary to attach a copy of the request for authorization from the Soprintendenza Archeologia Belle Arti e Paesaggio ("Superintendency of Archaeology, Fine Arts and Landscape") competent for the territory, any copy of the request for an opinion on landscape compatibility, as well as any copy of the request for an opinion from the competent Municipal Authority. If such authorization is already in the applicant's possession, a copy of it may be attached. During the preliminary examination phase, the administration will carry out the necessary enquiries to determine the projects' feasibility.
- i) Detailed production schedule in the form of a Gantt chart for the years 2024, 2025 and 2026, considering the time limits set by the present Call.

### 3. Economic framework

This shall consist of a detailed statement from which all the costs of the project can be deduced, including VAT, in compliance with the indications of Sect. 1.2 of the present Call, divided by general or macro-items and by detailed items or sub-items, following the instructions on the Tenders Portal. The costs for which funding is requested and the costs co-funded by the applicant must be clearly specified, in compliance with the constraints on the prohibition of double funding stated in Art. 4.5 of the present Call.

### 4. Documents

The documentation must contain all of the following.

- a) Copy of a valid ID document of the 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. 3 of the present Call, with attached copies of valid ID documents of the signatories. In the case of an applicant who is Italian or a tax resident in Italy, this agreement is mandatory.





- c) Authorization for the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679, signed by the legal representative of any project partner involved.
- d) Copy of a valid ID document and the Tax ID [*Codice Fiscale*] of the artist being promoted by the project. In the case of an artist no longer living, the ID document may be replaced by a declaration from the applicant certifying, under his or her own responsibility, the requisites of the artist in question.
- e) Under penalty of exclusion, a declaration signed jointly by the artist, the individual or lead applicant, and the director of the museum or public collection, regarding the transfer of ownership and of the rights of economic use of the artwork to the host museum, with attached copies of valid ID documents of the signatories. In the case of an artist no longer living, the signatory shall be the holder of the rights to that artist's artwork. In the event of several heirs, a joint declaration signed by all heirs involved is required, including the ID documents of the signatories, to be attached to the documentation. (See Form A downloadable from the Tenders Portal).
- f) Any Letters of Commitment to promote the project by each of the involved cultural partners, as detailed in Art. 3 of the present Call.
- g) In the event of a request for an advance payment as per Sect. I.5.1, letter a), if the submission of an insurance policy is required, a commitment to submit the policy within 45 (forty-five) days of funding acceptance, or a pre-agreement with the body issuing the policy (See Form E downloadable from the Tenders Portal).

## Sect. I.4 - Evaluation of proposals

1. As indicated in Art. 7, requests received by the deadlines indicated in Art. 6 of the present Call shall undergo an initial internal check by the DGCC regarding the completeness and validity of the documentation presented. Subsequently, the proposals will be evaluated by the Committee which will draw up a ranking based on the following points.

CRITERION	MAXIMUM SCORE
1. Quality and originality of the project in terms of response to the objectives outlined in the Call, and clarity and consistency of the project's presentation, and of credibility and concreteness in project implementation, with particular reference to the creation of an international network.	<b>30</b>
2. Artistic quality of the project in relation to the CV of the artist being promoted.	<b>20</b>

27





CRITERION	MAXIMUM SCORE
3. Quality and effectiveness of the valorization and international promotional 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 adequacy based on the budget presented.	15

2. In addition to the outright winners, projects that have obtained at least 70 (seventy) points out of 100 (one hundred) shall be considered eligible. Should a recipient does not formally accept the award, the next-ranked applicant will be chosen.

3. The Committee's decisions, as well as its working methods, are final and incontestable. The results of the evaluation shall be published on the DGCC website.

## Sect. I.5 - Funding procedures and accounting

### 1. Funding procedures

Funding shall be granted up to the total amount specified in Art. 4 of the present Call. The DGCC reserves the right not to assign the entire amount of the funding.

Generally speaking, funding is provided in 3 (three) instalments, based on the timeline submitted at the time of the application.

The funding and accounting procedures shall observe the following phases.

#### a) Phase 1

- Announcement to the winners of the sum decided by the Committee.
- Acceptance of the funding and commitment of resources by the Administration based on the production schedule submitted by the applicant.
- Request for advance payment: upon a request by the interested party, at the moment of the application, it is possible to grant an advance payment up to 35% (thirty-five per cent) of the funding allocated to start the realization of the project, upon presentation of suitable insurance or a bank surety for an amount equal to the advance payment requested. This surety must be submitted following acceptance of the funding granted within the timeframe established by the DGCC and will be released upon conclusion of the project. The surety must be submitted by a duly authorized bank or insurance company or by a financial intermediary listed in the Register referred to in Art. 106 of the Italian Legislative Decree No. 385/93. **Italian public authorities and public administrations, as defined in Art. 5.2 of the present Call, provided that they have an adequate Single Treasury Account with**





**the Bank of Italy, as well as bodies whose registered offices are outside Italy shall be exempted from submission of a surety.** Furthermore, the request for advance payment must include the management and accounting documentation requested by the Administration.

After due verifications, the DGCC shall make the advance payment.

- **No advance payment requested**: a payment of up to 35% (thirty-five per cent) of the funding is allocated upon submission of the report on expenses incurred of the same amount and of what is requested by paragraph 2, letter a).

During this phase, the DGCC may request changes and adjustments to projects and production schedules, particularly in the event that the Committee does not grant the full amount of the funding requested.

**All requests for advance payment or the first instalment must be submitted no later than 15 November 2024.**

**b) Phase 2**

Request for an intermediate instalment equal to 50% (fifty per cent) of the contribution granted upon the submission of what is requested by the following paragraph 2, letter b), no later than 31 October 2025.

**c) Phase 3**

Payment of the balance of the funding upon the conclusion of the project and the submission of what is requested by the following paragraph 2, letter c), no later than 30 September 2026.

**Only for projects to be developed over two years (2024 and 2025), based on whatever is set out in the timetable, Phases 2 and 3 must be completed by and no later than 31 October 2025. In this case, the two phases can also be combined.**

## 2. Accounting procedures

Under penalty of inadmissibility, recipients must present the following documents. More details will be provided with specific instructions sent by the DGCC following admission to the funding.

**a) For Phase 1, and only in cases where no advance payment is required**, upon reaching expenses equal to the 35% (thirty-five per cent) share of the granted funding established by the present Call:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not be reported.
- A detailed report of the activities carried out and the objectives achieved until that moment, complete with any photographic or video documentation, in digital format.
- Any other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with the granted funding instalment, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.





- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as provided for by Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

After due verifications, the DGCC shall pay the first instalment.

**b) For Phase 2**, when the amount of the expenses incurred is equal to 50% (fifty per cent) of the funding granted, the following documents will be requested:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not yet be reported.
- A detailed and descriptive interim report on the activities undertaken and the objectives achieved up to that moment, including any digital photographic or video documentation.
- Other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with 50% (fifty per cent) of the funding granted, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as provided for by Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

After due verifications, the DGCC shall pay the intermediate instalment.

**c) For the balance**, within 30 (thirty) days of the conclusion of the project, the following is required:

- An accounting breakdown of all the expenses actually incurred up to that moment for the realization of the project, including the share of co-funding and any advance payment received.
- The PACTA certificate. In the sole case of the acquisition of a work (Sect. I.1, letter b), and in the particular case of deceased artists, please provide a certificate of authenticity.
- A copy of an inventory slip, or similar document, from the public collection that acquires the artwork.
- A final descriptive and detailed report on all the activities carried out, the results achieved, the possible outcomes of the project, accompanied by photographic documentation and, where available, also videos in a digital format. This report must also include the





communications and promotional initiatives carried out, attaching the press release for the events and/or any links to the press release.

- At least 6 (six) images of the artworks produced and of the activities carried out, free of rights of use and with any credits, to be used for the communication of the projects on the DGCC's channels.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as per Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, the payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

The DGCC shall provide the remaining funding after verification.

**3.** If a minority share of the funding is managed directly by the project partner or by the artist (in the case of the artist, only if this is specified in the agreement between the artist and the applicant), the lead applicant shall be the sole party responsible for verifying and collecting both the evidence of expenditure and the proofs of payment made by the project partner or the artist, in accordance with the terms and procedures to be provided by the DGCC following admission to the funding.



## SECTION II

### *Area 2 - International promotion of artists, curators and critics*

#### **Funding for the production of a solo exhibition at a foreign cultural institution**

##### **Sect. II.1 - Eligible projects**

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##### **1. Funding will be available for**

Projects that involve a solo 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 accredited public or private, non-profit foreign institutions having their registered and operating office outside Italy, deemed significant for the area of contemporary arts, lasting no less than 30 (thirty) days beyond any press office, media relations, and promotion-related activities (including but not limited to: talks, workshops, public programmes, catalogues, etc.) and communications.

##### **2. Who can apply**

Public or private non-profit bodies, with a registered office in Italy or abroad, in particular: museum institutions, foundations, cultural associations, universities, formally established committees, and any other non-profit legal entity aiming at valorizing, promoting, and/or training in the field of contemporary art and meeting the requirements set forth in Art. 5 of the present Call. Please note that natural persons may not apply, or be project partners.

##### **3. Partnerships and agreements**

Should the project be presented by a number of implementing entities, the collaboration must be formalized through a partnership agreement as per Art. 3 of the present Call. If the applicant is Italian, under penalty of exclusion, a Letter of Invitation from the foreign institution organizing the event, or a partnership agreement with the same, is mandatory (see Sect. II.3.4, letter b).

Cultural partners involved in the national and international promotion of the project must sign a Letter of Commitment as detailed in Art. 3 of the present Call. Please remember that cultural partners who do not present Letters of Commitment or present unsigned letters shall not be taken into consideration during the evaluation.



## Sect. II.2 - Eligible costs restrictions, and duration of the projects

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1. Costs eligible for funding are those intended to cover the expenses for the technical and scientific production of the project, incurred by the recipient or by the project partners declared during the submission of the application.

### 2. Eligible costs (purely by way of example)

- Expenses for the production of the exhibition: set-up and dismantling costs; rental of equipment and technological instruments as long as they are aimed at the exclusive realization of the project; costs for transport and insurance of the works; technical personnel employed in the production of the exhibition (stand-builders, fitters, assistants, etc.).
- Travel expenses (in economy class) and accommodation; for any visas, permits, and health insurance, intended for inspections, events and promotional activities.
- Expenses for project support staff: fees for curators, project managers, coordinators, assistants, consultants, etc. The total expected remuneration must not exceed 25% (twenty-five percent) of the total planned budget and be commensurate exclusively and appropriately with the commitment necessary for the project and not solely with the duration of the project.
- Communications expenses: press office; purchase of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms and apps, etc.
- Expenses for events and promotion: rental of equipment and technological instruments as long as they are aimed at the exclusive realization of the event; costs for video footage, audio recordings, photoshoots; etc.
- Catalogue: printing and distribution costs; expenses for graphic layout; fees for authors, translators, management and editors; copyright; etc.
- Administrative expenses and overheads: insurance fees, expenses for the guarantee where applicable; 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. The total planned expenses must not exceed 10% (ten percent) of the total planned budget.
- Emergency and/or unforeseen (contingency) fund expenses not exceeding 5% (five percent) of the total budget.

### 3. Non-eligible costs (purely by way of example)

- Expenses relating to the production and/or acquisition of site-specific works or installations. Such expenses can be included in the economic framework but must be borne in full by the applicant.
- Artist's fee, which must nonetheless be guaranteed by the applicant and included in the economic framework as co-financing.
- Purchase of durable capital goods (including personal computers, tablets, telephones and related hardware) and any expenditure considered an investment.



- Lump-sum and daily allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Costs for disputes, settlements, registration of documents, fines, criminal sanctions and related interest.
- Any form of undocumented work.
- Expenses not borne by the recipient or the project partners declared when submitting the application, or by the artist.

4. The project submitted can only be implemented within the timeframe set forth in the timetable referred to in Art. 7.7 of the present Call and in compliance with the additional timeframe laid down in Sect. II.5.1, from the day following the formal acceptance of funding by the individual or lead applicant, and, in any case, not before **30 June 2024**. The project must be completed, in all its stages, no later than **31 August 2026**.

5. Expenditure prior to the day following the publication of the ranking by Directorial Decree or subsequent to the expiry of the project is not permitted.

## Sect. II.3 - Required documentation

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1. Only proposals submitted in accordance with the procedures indicated in Art. 6 of the present Call shall be eligible for merit evaluation.

The application must contain the following information:

- Details and legal form of the implementing entities, 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) of the total planned budget by the applicant and/or any agreements with sponsors.
- Self-certification by the individual or lead applicant attesting compliance with the general requisites pursuant to Art. 5 of the present Call, of all the implementing entities and of the artist concerned.
- Formal acceptance of the conditions of the present Call by the individual or lead applicant for themselves and for the other parties directly involved in the project.
- Consent to the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679. If present, project partners must also sign a copy of the privacy notice to be attached to the application.

The application must contain the project proposal, the economic framework and the required documents, as set out in the following paragraphs.



## 2. Project Proposal

The project proposal must conform to the objectives of the present Call, and contain:

- a) Project summary.
- b) Information on the applicant, on the foreign cultural institution hosting 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 biographies with links to the relevant websites, showing compliance with the admissibility requisites specified in Art. 5 of the present Call.
- c) Clear and detailed information on the solo exhibition project at the foreign cultural institution.
- d) Promotional activities and events related to the project.
- e) Communications strategy.
- f) Proposal for possible publication.
- g) Detailed production schedule in the form of a Gantt chart for the years 2024, 2025 and 2026, considering the time limits set by the present Call.

## 3. Economic framework

This shall consist of a detailed statement from which all the costs of the project can be deduced, including VAT, in compliance with the indications of Sect. II.2 of the present Call, divided by general or macro-items and by detailed items or sub-items, following the instructions on the Tenders Portal. The costs for which funding is requested and the costs co-funded by the applicant must be clearly specified, in compliance with the constraints on the prohibition of double funding stated in Art. 4.5 of the present Call.

## 4. Documents

The documentation must contain all of the following.

- a) Copy of a valid ID document of the legal representative of the individual or lead applicant.
- b) Under penalty of exclusion, if the applicant differs from the foreign institution that is hosting the event, a Letter of Invitation from the foreign cultural institution involved or a formal agreement signed with it.
- c) Any partnership agreement signed by the legal representatives of all involved parties, as detailed in Art. 3 of the present Call, with attached copies of valid ID documents of the signatories.
- d) Authorization for the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679, signed by the legal representative of any project partner involved.
- e) Copy of a valid ID document and the Tax ID [*Codice Fiscale*] of the artist being promoted by the project. In the case of an artist no longer living, the ID document may be replaced by a declaration from the applicant 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 cultural partners involved, as detailed in Art. 3 of the present Call.



- g)** In the event of a request for an advance payment as per Sect. II.5.1, letter a), if the submission of an insurance policy is required, a commitment to submit the policy within 45 (forty-five) days of funding acceptance, or a pre-agreement with the body issuing the policy (See Form E downloadable from the Tenders Portal).

## Sect. II.4 - Evaluation of proposals

1. As indicated in Art. 7, requests received by the deadlines indicated in Art. 6 of the present Call undergo an initial internal check by the DGCC regarding the completeness and validity of the documentation presented. Subsequently, the proposals will be evaluated by the Committee which will draw up a ranking based on the following points system:

CRITERION	MAXIMUM SCORE
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 being 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 host institution, of the applicant, of the institutions and partners involved.	15
5. Economic adequacy based on the budget presented.	15

2. In addition to the outright winners, projects that have obtained at least 70 (seventy) points out of 100 (one hundred) are considered eligible. Should a recipient does not formally accept the award, the next-ranked applicant will be chosen.

3. The Committee's decisions, as well as its working methods, are final and incontestable. The results of the evaluation will be published on the DGCC website.





## Sect. II.5 - Funding procedures and accounting

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### 1. Funding procedures

Funding shall be granted up to the total amount specified in Art. 4 of the present Call. The DGCC reserves the right not to assign the entire amount of the funding.

Generally speaking, funding is provided in 3 (three) instalments, based on the timeline submitted at the time of the application.

The funding and accounting procedures shall observe the following phases.

#### a) Phase 1

- Announcement to the winners of the sum decided by the Committee.
- Acceptance of the funding and commitment of resources by the Administration based on the production schedule submitted by the applicant.
- Request for advance payment: upon a request by the interested party, at the moment of the application, it is possible to grant an advance payment up to 35% (thirty-five per cent) of the funding allocated to start the realization of the project, upon presentation of suitable insurance or a bank surety for an amount equal to the advance payment requested. This surety must be submitted following acceptance of the funding granted within the timeframe established by the DGCC and will be released upon conclusion of the project. The surety must be submitted by a duly authorized bank or insurance company or by a financial intermediary listed in the Register referred to in Art. 106 of the Italian Legislative Decree No. 385/93. **Italian public authorities and public administrations, as defined in Art. 5.2 of the present Call, provided that they have an adequate Single Treasury Account with the Bank of Italy, as well as bodies whose registered offices are outside Italy shall be exempted from submission of a surety.** Furthermore, the request for advance payment must include the management and accounting documentation requested by the Administration.

After due verifications, the DGCC shall make the advance payment.

- No advance payment requested: a payment of up to 35% (thirty-five per cent) of the funding is allocated upon submission of the report on expenses incurred of the same amount and of what is requested by paragraph 2, letter a).

During this phase, the DGCC may request changes and adjustments to projects and production schedules, particularly in the event that the Committee does not grant the full amount of the funding requested.

**All requests for advance payment or the first instalment must be submitted no later than 15 November 2024.**

#### b) Phase 2

Request for an intermediate instalment equal to 50% (fifty per cent) of the contribution granted upon the submission of what is requested by the following paragraph 2, letter b), no later than 31 October 2025.



**c) Phase 3**

Payment of the balance of the funding upon the conclusion of the project and the submission of what is requested by the following paragraph 2, letter c), no later than 30 September 2026.

**Only for projects to be developed over two years (2024 and 2025), based on whatever is set out in the timetable, Phases 2 and 3 must be completed by and no later than 31 October 2025. In this case, the two phases can also be combined.**

**2. Accounting procedures**

Under penalty of inadmissibility, recipients must present the following documents. More details will be provided with specific instructions sent by the DGCC following admission to the funding.

**a) For Phase 1, and only in cases where no advance payment is required**, upon reaching expenses equal to the 35% (thirty-five per cent) share of the granted funding established by the present Call:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not be reported.
- A detailed report of the activities carried out and the objectives achieved until that moment, complete with any photographic or video documentation, in digital format.
- Any other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with the granted funding instalment, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as provided for by Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

After due verifications, the DGCC shall pay the first instalment.

**b) For Phase 2**, when the amount of the expenses incurred is equal to 50% (fifty per cent) of the funding granted, the following documents will be requested:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not yet be reported.
- A detailed and descriptive interim report on the activities undertaken and the objectives achieved up to that moment, including any digital photographic or video documentation.
- Other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with



50% (fifty per cent) of the funding granted, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.

- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as provided for by Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

After due verifications, the DGCC shall pay the intermediate instalment.

**c) For the balance**, within 30 (thirty) days of the conclusion of the project, the following is required:

- An accounting breakdown of all the expenses actually incurred up to that moment for the realization of the project, including the share of co-funding and any advance payment received.
- A final descriptive and detailed report on all the activities carried out, the results achieved, the possible outcomes of the project, accompanied by photographic documentation and, where available, also videos in a digital format. This report must also include the communications and promotional initiatives carried out, attaching the press release for the events and/or any links to the press release.
- At least 6 (six) images of the project carried out, free of rights of use and with any credits, to be used for the communication of the projects on the DGCC’s channels.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as per Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, the payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

The DGCC shall provide the remaining funding after verification.

**3.** If a minority share of the funding is managed directly by the project partner, the lead applicant shall be the sole party responsible for verifying and collecting both the evidence of expenditure and the proofs of payment made by the project partner, in accordance with the terms and procedures to be provided by the DGCC following admission to the funding.



## SECTION III

### Area 2 - *International promotion of artists, curators and critics*

#### Funding for the participation of an artist in a periodic international event or in a collective exhibition at a foreign cultural institution

##### Sect. III.1 - Eligible projects

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###### 1. Funding will be available for

Projects that include the participation of a single living artist of Italian citizenship or with tax residence in Italy in periodic international cultural events outside Italy (including but not limited to: Biennials, Triennials, Festivals, etc.) or in group exhibitions at accredited public or private, non-profit foreign institutions having their registered and operating office outside Italy, deemed significant for the area of contemporary arts, lasting no less than 30 (thirty) days beyond any press office, media relations, and promotion-related activities (including but not limited to: talks, workshops, catalogues, etc.) and communications.

Eligible projects also include participation in side events, provided they are part of the official programme.

Under penalty of exclusion, if the applicant is not the foreign institution organizing the event, this participation must be demonstrated by a Letter of Invitation from the foreign institution involved in the project (see Sect. III.3.4, letter b).

###### 2. Who can apply

Public or private non-profit bodies, with a registered office in Italy or abroad, in particular: museum institutions, foundations, cultural associations, universities, formally established committees, and any other non-profit legal entity aiming at valorizing, promoting, and/or training in the field of contemporary art and meeting the requirements set forth in Art. 5 of the present Call. Please note that natural persons may not apply, or be project partners.

###### 3. Partnerships and agreements

Should the project be presented by a number of implementing entities, the collaboration must be formalized through a partnership agreement as per Art. 3 of the present Call. Cultural partners involved in the national and international promotion of the project must sign a Letter of Commitment as detailed in Art. 3 of the present Call. Please remember that cultural partners who do not present Letters of Commitment or present unsigned letters shall not be taken into consideration during the evaluation.



## Sect. III.2 - Eligible costs, restrictions, and duration of projects

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1. Costs eligible for funding are those intended to cover the expenses for the technical and scientific production of the project, incurred by the recipient or by the project partners declared during the submission of the application concerned.

### 2. Eligible costs (purely by way of example)

- Production costs: set-up and dismantling costs; rental of equipment and technological instruments as long as they are aimed at the exclusive realization of the project; costs for transport and insurance of the works; technical personnel employed in the production of the exhibition (stand builders, fitters, assistants, etc.).
- Travel expenses (in economy class) and accommodation for inspections, events and promotional activities.
- Expenses for project support staff: fees for producers, coordinators, assistants, consultants, etc. The total expected remuneration must not exceed 25% (twenty-five percent) of the total planned budget and be commensurate exclusively and appropriately with the commitment necessary for the project and not solely with the duration of the project.
- Communications expenses: press office; purchase of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms and apps, etc. In case it is planned for the entire event, the above expense is allowed only the share allocated to the project funded by the Italian Council.
- Expenses for events and promotion: rental of equipment and technological instruments as long as they are aimed at the exclusive realization of the event; costs for video footage, audio recordings, photoshoots; etc. In case it is planned for the entire event, the above expense is allowed only the share allocated to the project funded by the Italian Council.
- Catalogue: printing and distribution costs; expenses for graphic layout; fees for authors, translators, management and editors; copyright; etc. (share allocated to the project). In case it is planned for the entire event, the above expense is allowed only the share allocated to the project funded by the Italian Council.
- Administrative expenses and overheads: insurance fees, expenses for the guarantee where applicable, etc. The total planned expenses must not exceed 10% (ten percent) of the total planned budget.
- Emergency and/or unforeseen (contingency) fund expenses not exceeding 5% (five percent) of the total budget.

### 3. Non-eligible costs (purely by way of example)

- Expenses relating to the production and/or acquisition of site-specific works or installations. Such expenses can be included in the economic framework but must be borne in full by the applicant.
- Artist's fee, which must nonetheless be guaranteed by the applicant and included in the economic framework as co-financing.



- Purchase of durable capital goods (including personal computers, tablets, telephones and related hardware) and any expenditure considered an investment.
- Lump-sum and daily allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Costs for disputes, settlements, registration of documents, fines, criminal sanctions and related interest.
- Any form of undocumented work.
- Expenses not borne by the recipient or the project partners declared when submitting the application, or by the artist.

4. The project submitted can only be implemented within the timeframe set forth in the timetable referred to in Art. 7.7 of the present Call and in compliance with the additional timeframe laid down in Sect. I.5.1, from the day following the formal acceptance of funding by the individual or lead applicant, and, in any case, not before **30 June 2024**. The project must be completed, in all its stages, no later than **31 August 2026**.

However, please note that, as regards the projects in Section III, it is sufficient that the event has begun or is in progress on the expiry date of the project.

5. Expenditure prior to the day following the publication of the ranking by Directorial Decree or subsequent to the expiry of the project is not permitted.

### Sect. III.3 - Required documentation

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1. Only proposals submitted in accordance with the procedures indicated in Art. 6 of the present Call shall be eligible for merit evaluation.

The application must contain the following information:

- Details and legal nature of the implementing entities, of the foreign cultural institution hosting 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) of the total planned budget by the applicant and/or any agreements with sponsors.
- Self-certification by the individual or lead applicant attesting the compliance with the general requisites pursuant to Art. 5 of the present Call, of all the implementing entities and of the artist concerned.
- Formal acceptance of the conditions of the present Call by the individual or lead applicant for itself and for the other parties directly involved in the project.
- Consent to the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements,



and the Regulation (EU) No. 2016/679. If present, project partners must also sign a copy of the privacy notice to be attached to the application.

The application must contain the project proposal, the economic framework and the required documents, as set out in the following paragraphs.

## 2. Project Proposal

The project proposal must conform to the objectives of the Call, and contain:

- a) Project summary.
- b) Information on the applicant, on the foreign cultural institution hosting the group exhibition or 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 biographies with links to the relevant websites, showing compliance with the admissibility requisites specified in Art. 5 of the present Call.
- c) Clear and detailed information on the project linked to participation in an international event or collective exhibition at a foreign cultural institution which shows the credibility, concreteness and actual feasibility of the proposal; display strategy for the work on display.
- d) Promotional activities and events related to the project.
- e) Communications strategy.
- f) Proposal for possible publication.
- g) Detailed production schedule in the form of a Gantt chart for the years 2024, 2025 and 2026, considering the time limits set by the present Call.

## 3. Economic framework

This shall consist of a detailed statement from which all the costs of the project can be deduced, including VAT, in compliance with the indications of Sect. III.2 of the present Call, divided by general or macro-items and by detailed items or sub-items, following the instructions on the Tenders Portal.

**The funding request shall refer exclusively to the artist's participation (part share), not to the entire event or exhibition.**

The costs for which funding is requested and the costs co-funded by the applicant must be clearly specified, in compliance with the constraints on the prohibition of double funding stated in Art. 4.5 of the present Call.

## 4. Documents

The documentation must contain in full:

- a) Copy of a valid ID document of the legal representative of the individual or lead applicant.
- b) Under penalty of exclusion, a Letter of Invitation from the foreign cultural institution hosting the exhibition or event (when different from the applicant).
- c) Any partnership agreement signed by the legal representatives of all involved parties, as detailed in Art. 3 of the present Call, with attached copies of valid ID documents of the signatories.
- d) Authorization for the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and



supplements, and the Regulation (EU) No. 2016/679, signed by the legal representative of any project partner involved.

- e) Copy of a valid ID document and the Tax ID [*Codice Fiscale*] of the artist being promoted by the project.
- f) Any Letters of Commitment to promote the project by each of the cultural partners involved, as detailed in Art. 3 of the present Call.
- g) In the event of a request for an advance payment as per Sect. III.5.1, letter a), if the submission of an insurance policy is required, a commitment to submit the policy within 45 (forty-five) days of funding acceptance, or a pre-agreement with the body issuing the policy (See Form E downloadable from the Tenders Portal).

### Sect. III.3 - Evaluation of proposals

1. As indicated in Art. 7, requests received by the deadlines indicated in Art. 6 of the present Call undergo an initial internal check by the DGCC regarding the completeness and validity of the documentation presented. Subsequently, the proposals will be evaluated by the Committee which will draw up a ranking based on the following points system:

CRITERION	MAXIMUM SCORE
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 being 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 host institution, of the applicant, of the professionals, institutions and partners involved.	15
5. Economic adequacy based on the budget presented.	15



2. In addition to the outright winners, projects that have obtained at least 70 (seventy) points out of 100 (one hundred) are considered eligible. Should a recipient does not formally accept the award, the next-ranked applicant will be chosen

3. The Committee's decisions, as well as its working methods, are final and incontestable. The results of the evaluation will be published on the DGCC website.

## Sect. III.5 - Funding procedures and accounting

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### 1. Funding procedures

Funding shall be granted up to the total amount specified in Art. 4 of the present Call. The DGCC reserves the right not to assign the entire amount of the funding.

Generally speaking, funding is provided in 3 (three) instalments, based on the timeline submitted at the time of the application.

The funding and accounting procedures shall observe the following phases.

#### a) Phase 1

- Announcement to the winners of the sum decided by the Committee.
- Acceptance of the funding and commitment of resources by the Administration based on the production schedule submitted by the applicant.
- Request for advance payment: upon a request by the interested party, at the moment of the application, it is possible to grant an advance payment up to 35% (thirty-five per cent) of the funding allocated to start the realization of the project, upon presentation of suitable insurance or a bank surety for an amount equal to the advance payment requested. This surety must be submitted following acceptance of the funding granted within the timeframe established by the DGCC and will be released upon conclusion of the project. The surety must be submitted by a duly authorized bank or insurance company or by a financial intermediary listed in the Register referred to in Art. 106 of the Italian Legislative Decree No. 385/93. **Italian public authorities and public administrations, as defined in Art. 5.2 of the present Call, provided that they have an adequate Single Treasury Account with the Bank of Italy, as well as bodies whose registered offices are outside Italy shall be exempted from submission of a surety.** Furthermore, the request for advance payment must include the management and accounting documentation requested by the Administration.

After due verifications, the DGCC shall make the advance payment.

- No advance payment requested: a payment of up to 35% (thirty-five per cent) of the funding is allocated upon submission of the report on expenses incurred of the same amount and of what is requested by paragraph 2, letter a).

During this phase, the DGCC may request changes and adjustments to projects and production schedules, particularly in the event that the Committee does not grant the full amount of the funding requested.



**All requests for advance payment or the first instalment must be submitted no later than 15 November 2024.**

**b) Phase 2**

Request for an intermediate instalment equal to 50% (fifty per cent) of the contribution granted upon the submission of what is requested by the following paragraph 2, letter b), no later than 31 October 2025.

**c) Phase 3**

Payment of the balance of the funding upon the conclusion of the project and the submission of what is requested by the following paragraph 2, letter c), no later than 30 September 2026.

**Only for projects to be developed over two years (2024 and 2025), based on whatever is set out in the timetable, Phases 2 and 3 must be completed by and no later than 31 October 2025. In this case, the two phases can also be combined.**

## 2. Accounting procedures

Under penalty of inadmissibility, recipients must present the following documents. More details will be provided with specific instructions sent by the DGCC following admission to the funding.

**a) For Phase 1, and only in cases where no advance payment is required**, upon reaching expenses equal to the 35% (thirty-five per cent) share of the granted funding established by the present Call:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not be reported.
- A detailed report of the activities carried out and the objectives achieved until that moment, complete with any photographic or video documentation, in digital format.
- Any other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with the granted funding instalment, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as provided for by Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

After due verifications, the DGCC shall pay the first instalment.

**b) For Phase 2**, when the amount of the expenses incurred is equal to 50% (fifty per cent) of the funding granted, the following documents will be requested:





- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not yet be reported.
- A detailed and descriptive interim report on the activities undertaken and the objectives achieved up to that moment, including any digital photographic or video documentation.
- Other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with 50% (fifty per cent) of the funding granted, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as provided for by Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

After due verifications, the DGCC shall pay the intermediate instalment.

**c) For the balance**, within 30 (thirty) days of the conclusion of the project, the following is required:

- An accounting breakdown of all the expenses actually incurred up to that moment for the realization of the project, including the share of co-funding and any advance payment received.
- A final descriptive and detailed report on all the activities carried out, the results achieved, the possible outcomes of the project, accompanied by photographic documentation and, where available, also videos in a digital format. This report must also include the communications and promotional initiatives carried out, attaching the press release for the events and/or any links to the press release.
- At least 6 (six) images of the project carried out, free of rights of use and with any credits, to be used for the communication of the projects on the DGCC’s channels.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as per Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, the payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

The DGCC shall provide the remaining funding after verification.

**3.** If a minority share of the funding is managed directly by the project partner, the lead applicant shall be the sole party responsible for verifying and collecting both the evidence of expenditure and





the proofs of payment made by the project partner, in accordance with the terms and procedures to be provided by the DGCC following admission to the funding.





## 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 solo or group exhibition at a foreign cultural institution**

##### **Sect. IV.1 - Eligible projects**

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##### **1. Funding will be available for**

Projects that involve inviting an curator or critic of Italian citizenship, or with tax residence in Italy, as a guest curator in periodic international cultural events located outside Italy (purely by way of example: Biennials, Triennials, festivals, etc.), in solo or group exhibitions at accredited public or private, non-profit foreign institutions having their registered and operating office outside Italy, deemed significant for the area of contemporary arts, lasting no less than 30 (thirty) days beyond any press office, media relations, and promotion-related activities (including but not limited to: talks, workshops, catalogue, etc.) and communications.

Eligible projects also include participation in side events, provided they are part of the official programme.

##### **2. Who can apply**

Public or private non-profit bodies exclusively with registered office and operational headquarters outside Italy, in particular: museum institutions, foundations, cultural associations, universities, formally established committees, and any other non-profit legal entity aiming at valorizing, promoting, and/or training in the field of contemporary art and meeting the requirements set forth in Art. 5 of the present Call. Please note that natural persons may not apply, or be project partners.

##### **3. Cultural partnerships**

Cultural partners involved in the national and international promotion of the project must sign a Letter of Commitment as detailed in Art. 3 of the present Call. Please remember that cultural partners who do not present Letters of Commitment or present unsigned letters shall not be taken into consideration during the evaluation.

## Sect. IV.2 - Eligible costs, restrictions, and duration of projects

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1. Costs eligible for funding are those intended to cover the expenses for the technical and scientific production of the project, incurred by the applicant.

### 2. Eligible costs (purely by way of example)

- Travel expenses (in economy class), transport, accommodation, for any visas, permits, and health insurance, intended for inspections, set-up and dismantling, inauguration, promotional activities for the curator or critic only.
- Documented expense reimbursements, relating to three meals a day for the curator or critic alone, linked to the above activities.
- Communication expenses: press office; purchase of advertising space; social media manager; graphic design; costs for management and creation of the website, platforms and apps; etc. to a maximum extent of 25% (twenty-five percent) of the total cost of expenses allocated to the communications of the periodic event or exhibition.
- Catalogue of the periodic event or exhibition: printing and distribution costs; expenses for graphic layout; fees for authors, translators, management and editors; copyright; etc. to a maximum extent of 25% (twenty-five percent) of the total cost of the publication.
- Administrative and general expenses: expenses for the administrative staff employed in support of the project. The total planned expenses must not exceed 10% (ten percent) of the total planned budget.
- Emergency and/or unforeseen (contingency) fund expenses not exceeding 5% (five percent) of the total budget.

### 3. Non-eligible costs (purely by way of example)

- Fee for the curator or critic, which must be guaranteed by the host foreign institution and included in the economic framework as co-financing.
- Purchase of durable capital goods (including personal computers, tablets, telephones and related hardware) and any expenditure considered an investment.
- Lump-sum and daily allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Costs for disputes, settlements, registration of documents, fines, criminal sanctions and related interest.
- Any form of undocumented work.
- Any expenses not borne by the recipient, or by the curator or critic.

4. The project submitted can only be implemented within the timeframe set forth in the timetable referred to in Art. 7.7 of the present Call and in compliance with the additional timeframe laid down in Sect. IV.5.1, from the day following the formal acceptance of funding by the individual or lead

applicant, and, in any case, not before **30 June 2024**. The project must be completed, in all its stages, no later than **31 August 2026**.

5. Expenditure made prior to the day following the publication of the ranking by Directorial Decree or subsequent to the expiry of the project is not permitted.

## Sect. IV.3 - Required documentation

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1. Only proposals submitted in accordance with the procedures indicated in Art. 6 of this Call shall be eligible for merit evaluation.

The application must 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) of the total planned budget by the applicant and/or any agreements with sponsors.
- Self-certification the applicant attesting the meeting with the general requisites pursuant to Art. 5 of the present Call.
- Formal acceptance of the conditions of the present Call by the applicant for itself and for the other parties directly involved in the project.
- Consent to the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679.

The application must contain the project proposal, the economic framework and the required documents, as set out in the following paragraphs.

### 2. Project Proposal

The project proposal must 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 biographies with links to the relevant websites, showing compliance with the admissibility requisites specified in Art. 3 of the present Call.
- c) Clear and detailed information on the solo exhibition project, or on the project linked to participation in an international event or collective exhibition, at the foreign cultural institution involved.
- d) Promotional activities and events related to the project, communications strategy.
- e) Proposal for possible publication.
- f) Detailed production schedule in the form of a Gantt chart for the years 2024, 2025 and 2026, considering the time limits set by the present Call.

### 3. Economic framework

This shall consist of a detailed statement from which all the costs of the project can be deduced, including VAT, in compliance with the indications of Sect. IV.2 of the present Call, divided by general or macro-items and by detailed items or sub-items, following the instructions on the Tenders Portal.

**The economic framework shall refer exclusively to the participation of the curator or critic (part share), not to the entire event or exhibition.**

The costs for which funding is requested and the costs co-funded by the applicant must be clearly specified, in compliance with the constraints on the prohibition of double funding stated in Art. 4.5 of the present Call.

### 4. Documents

The documentation must contain in full:

- a) Copy of a valid ID document of the legal representative of the applicant.
- b) Copy of the Letter of Invitation from the curator or critic being promoted by the project.
- c) Copy of a valid ID document and the Tax ID [*Codice Fiscale*] of the art curator or critic being promoted by the project.
- d) Any Letters of Commitment to promote the project by each of the cultural partners involved, as detailed in Art. 3 of the present Call.

## Sect. IV.4 - Evaluation of proposals

1. As indicated in Art. 7, requests received by the deadlines indicated in Art. 6 of the present Call undergo an initial internal check by the DGCC regarding the completeness and validity of the documentation presented. Subsequently, the proposals will be evaluated by the Committee which will draw up a ranking based on the following points system:

CRITERION	MAXIMUM SCORE
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 being promoted.	20
3. Quality and effectiveness of the event in terms of international visibility and promotion of the curator or critic.	20



CRITERION	MAXIMUM SCORE
4. Quality, credibility and experience of the applicant, and the institutions and partners involved.	15
5. Economic adequacy based on the budget presented.	15

2. In addition to the outright winners, projects that have obtained at least 70 (seventy) points out of 100 (one hundred) are considered eligible. Should a recipient does not formally accept the award, the next-ranked applicant will be chosen

3. The Committee's decisions, as well as its working methods, are final and incontestable. The results of the evaluation will be published on the DGCC website.

## Sect. IV.5 - Funding procedures and accounting

### 1. Funding procedures

Funding shall be granted up to the total amount specified in Art. 4 of the present Call. The DGCC reserves the right not to assign the entire amount of the funding.

Generally speaking, funding is provided in 3 (three) instalments, based on the timeline submitted at the time of the application.

The funding and accounting procedures shall observe the following phases.

#### a) Phase 1

- Announcement to the winners of the sum decided by the Committee.
- Acceptance of the funding and commitment of resources by the Administration based on the production schedule submitted by the applicant.
- Request for advance payment: upon a request by the interested party, at the moment of the application, it is possible to grant an advance payment up to 35% (thirty-five per cent) of the funding allocated to start the realization of the project. The request for advance payment must include the management and accounting documentation requested by the Administration.

After due verifications, the DGCC shall make the advance payment.

During this phase, the DGCC may request changes and adjustments to projects and production schedules, particularly in the event that the Committee does not grant the full amount of the funding requested.

**All requests for advance payment or the first instalment must be submitted no later than 15 November 2024.**





**b) Phase 2**

Request for an intermediate instalment equal to 50% (fifty per cent) of the contribution granted upon the submission of what is requested by the following paragraph 2, letter a), no later than 31 October 2025.

**c) Phase 3**

Payment of the balance of the funding upon the conclusion of the project and the submission of what is requested by the following paragraph 2, letter b), no later than 30 September 2026.

**Only for projects to be developed over two years (2024 and 2025), based on whatever is set out in the timetable, Phases 2 and 3 must be completed by and no later than 31 October 2025. In this case, the two phases can also be combined.**

## 2. Accounting procedures

Under penalty of inadmissibility, recipients must present the following documents. More details will be provided with specific instructions sent by the DGCC following admission to the funding.

**a) For Phase 2**, when the amount of the expenses incurred is equal to 50% (fifty per cent) of the funding granted, the following documents will be requested:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not yet be reported.
- A detailed and descriptive interim report on the activities undertaken and the objectives achieved up to that moment, including any digital photographic or video documentation.
- Other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with 50% (fifty per cent) of the funding granted, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.

After due verifications, the DGCC shall pay the intermediate instalment.

**b) For the balance**, within 30 (thirty) days of the conclusion of the project, the following is required:

- An accounting breakdown of all the expenses actually incurred up to that moment for the realization of the project, including the share of co-funding.
- A final descriptive and detailed report on all the activities carried out, the results achieved, the possible outcomes of the project, accompanied by photographic documentation and, where available, also videos in a digital format. This report must also include the communications and promotional initiatives carried out, attaching the press release for the events and/or any links to the press release.
- At least 6 (six) images of the project carried out, free of rights of use and with any credits, to be used for the communication of the projects on the DGCC's channels.

The DGCC shall provide the remaining funding after verification.



## SECTION V

### Area 2 - *International promotion of artists, curators, and critics*

#### Funding for an international publication

##### Sect. V.1 - Eligible projects

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###### 1. Funding will be available for

International publishing 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 another language, also in two separate editions, and their promotion and distribution outside Italy.

Projects that involve non-Italian publishing houses and include sectoral libraries in the international distribution plan shall be positively evaluated.

Please note that digital publishing products for electronic reading media and/or webpages are also eligible. Podcast productions and/or audio content are also eligible if they are accessible to the public through podcasting channels with wide international and national distribution.

Projects concerning the following are admitted:

- A publication (or audio content) dedicated to aspects and problems related to Italian art, visual culture and historical-artistic debate of the last 50 (fifty) years from the deadline of the present Call.
- A monograph dedicated either to living artists of Italian citizenship or with tax residence in Italy, or non-living Italian artists whose activity dates back to within the last 50 (fifty) years from the deadline of the present Call.
- A publication (or audio content) 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 activities ('concept book').

###### 2. Who can apply

Public or private non-profit bodies, with a registered office in Italy or abroad, in particular: museum institutions, foundations, cultural associations, universities, formally established committees, and any other non-profit legal entity aiming at valorizing, promoting, and/or training in the field of contemporary art and meeting the requirements set forth in Art. 5 of the present Call. Please note that natural persons may not apply, or be project partners.

###### 3. Partnerships and agreements

Should the project be presented by a number of implementing entities, the collaboration must be formalized through a partnership agreement as per Art. 3 of the present Call. The participation of cultural partners in national and international promotion requires a Letter of Commitment as detailed in Art. 3 of the present Call.



If the applicant is Italian, under penalty of exclusion, a letter from at least one foreign cultural partner institution involved in the project is mandatory.

Please remember that cultural partners who do not present Letters of Commitment or present unsigned letters shall not be taken into consideration during the evaluation.

**It should be noted that the publisher of the publication (or audio content) is intended as a provider of a service (see Art. 3 of the present Call) and cannot be either an implementing entity (individual applicant, or lead applicant and project partner), nor a cultural partner, even in the case of a non-profit organisation.**

## **Sect. V.2 - Eligible costs, restrictions, and duration of projects**

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1. Costs eligible for funding are those intended to cover the expenses for the technical and scientific production of the project, incurred by the recipient or by the project partners declared during the submission of the application.

### **2. Eligible costs (purely by way of example)**

- Production costs: fees for authors, translators, management and editors; copyright; printing and distribution costs; expenses for graphic layout; etc.
- International and national distribution costs.
- Travel expenses (in economy class) and accommodation, for any visas, permits, and health insurance, relating to promotional events and activities.
- Expenses for project support staff: fees for curators, project managers, coordinators, assistants, etc. The total expected remuneration must not exceed 25% (twenty-five percent) of the total planned budget and be commensurate exclusively and appropriately with the commitment necessary for the project and not solely with the duration of the project.
- Communications expenses: press office; purchase of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms and apps, etc.
- Expenses for events and promotion: rental of equipment and technological instruments as long as they are aimed at the exclusive realization of the event; costs for video footage, audio recordings, photoshoots; etc.
- Administrative and general expenses: expenses for the guarantee where applicable; expenses for administrative staff employed to support the project (secretarial, accountants, etc.); utilities, consumables, stationery and similar, postage costs, etc. The total planned expenses must not exceed 10% (ten percent) of the total planned budget.
- Emergency and/or unforeseen (contingency) fund expenses not exceeding 5% (five percent) of the total budget.







### 3. Non-eligible costs (purely by way of example)

- Purchase of durable goods (including personal computers, scanners, tablet, telephones and their hardware) and any expense considered an investment.
- Lump-sum and daily allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Costs for disputes, settlements, registration of documents, fines, criminal sanctions and related interest.
- Any form of undocumented work.
- Expenses not borne by the recipient or the project partners declared when submitting the application, or by the artist.

4. The project submitted can only be implemented within the timeframe set forth in the timetable referred to in Art. 7.7 of the present Call and in compliance with the additional timeframe laid down in Sect. I.5.1, from the day following the formal acceptance of funding by the individual or lead applicant, and, in any case, not before **30 June 2024**. The project must be completed, in all its stages, no later than **31 August 2026**.

5. Expenses incurred before the day following the publication of the ranking by Directorial Decree or after the expiry of the project are not permitted.

Please note that promotional activities begun but not yet completed at the project deadline may be considered valid, but only expenses incurred up to that moment shall be eligible for funding. Any promotional activities must however be completed by 2026.

**Please note that the publication must be edited and the required copies sent to the DGCC by the deadline established, under penalty of failure to pay the balance.**

## Sect. V.3 - Required documentation

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1. Only proposals submitted in accordance with the procedures indicated in Art. 6 of the present Call shall be eligible for merit evaluation.

The application must contain the following information:

- Details and legal form of the implementing entities, of any cultural partners and sponsors involved.
- Commitment to cover at least 20% (twenty percent) of the total planned budget by the applicant and/or any agreements with sponsors.
- Self-certification by the individual or lead applicant attesting compliance with the general requisites pursuant to Art. 5 of the present Call, of all the implementing entities.
- Formal acceptance of the conditions of the present Call by the individual or lead applicant for themselves and for the other parties directly involved in the project;





- Consent to the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679. If present, project partners must also sign a copy of the privacy notice to be attached to the application.

The application must contain the project proposal, the economic framework and the required documents, as set out in the following paragraphs.

## 2. Project Proposal

The project proposal must 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 publishing project, on any artists/curators/critics/scholars involved, by means of brief biographies with links to the relevant websites, showing compliance with the admissibility requisites specified in Art. 5 of the present Call.
- c) Clear and in-depth information on the publishing project from which the credibility, concreteness and actual feasibility of the proposal can be deduced, including: synopsis of contents, title, format, number of pages, any images, circulation, publishing house, author(s) and/or or editor(s) of the publication, expected contributions, national and international distribution plan, possible distribution plan to national and international specialized libraries.
- d) Promotional and dissemination activities abroad.
- e) Communications strategy.
- f) Detailed production schedule in the form of a Gantt chart for the years 2024, 2025 and 2026, considering the time limits set by the present Call.

## 3. Economic framework

This shall consist of a detailed statement from which all the costs of the project can be deduced, including VAT, in compliance with the indications of Sect. V.2 of the present Call, divided by general or macro-items and by detailed items or sub-items, following the instructions on the Tenders Portal. The costs for which funding is requested and the costs co-funded by the applicant must be clearly specified, in compliance with the constraints on the prohibition of double funding stated in Art. 4.5 of the present Call.

## 4. Documents

The documentation must contain in full:

- a) Copy of a valid ID document of the 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. 3 of the present Call, with attached copies of valid ID documents of the signatories.
- c) Authorization for the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679, signed by the legal representative of any project partner involved.



- d) Letters of Commitment to promote the project by each of the cultural partners involved, as detailed in Art. 3 of the present Call. 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.
- e) In the event of a request for an advance payment as per Sect. V.5.1, letter a), if the submission of an insurance policy is required, a commitment to submit the policy within 45 (forty-five) days of funding acceptance, or a pre-agreement with the body issuing the policy (See Form E downloadable from the Tenders Portal).

## Sect. V.4 - Evaluation of proposals

As indicated in Art. 7, requests received by the deadlines indicated in Art. 6 of the present Call undergo an initial internal check by the DGCC regarding the completeness and validity of the documentation presented. Subsequently, the proposals will be evaluated by the Committee which will draw up a ranking based on the following points system:

CRITERION	MAXIMUM SCORE
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 artists/curators/critics being 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, valorization and distribution of the publication.	20
4. Quality, credibility and experience of the applicant, and the institutions and partners involved.	15
5. Economic adequacy based on the budget presented.	15

2. In addition to the outright winners, projects that have obtained at least 70 (seventy) points out of 100 (one hundred) are considered eligible. Should a recipient does not formally accept the award, the next-ranked applicant will be chosen



3. The Committee's decisions, as well as its working methods, are final and incontestable. The results of the evaluation will be published on the DGCC website.

## Sect. V.5 - Funding procedures and accounting

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### 1. Funding procedures

Funding shall be granted up to the total amount specified in Art. 4 of the present Call. The DGCC reserves the right not to assign the entire amount of the funding.

Generally speaking, funding is provided in 3 (three) instalments, based on the timeline submitted at the time of the application.

The funding and accounting procedures shall observe the following phases.

#### a) Phase 1

- Announcement to the winners of the sum decided by the Committee.
- Acceptance of the funding and commitment of resources by the Administration based on the production schedule submitted by the applicant.
- Request for advance payment: upon a request by the interested party, at the moment of the application, it is possible to grant an advance payment up to 35% (thirty-five per cent) of the funding allocated to start the realization of the project, upon presentation of suitable insurance or a bank surety for an amount equal to the advance payment requested. This surety must be submitted following acceptance of the funding granted within the timeframe established by the DGCC and will be released upon conclusion of the project. The surety must be submitted by a duly authorized bank or insurance company or by a financial intermediary listed in the Register referred to in Art. 106 of the Italian Legislative Decree No. 385/93. **Italian public authorities and public administrations, as defined in Art. 5.2 of the present Call, provided that they have an adequate Single Treasury Account with the Bank of Italy, as well as bodies whose registered offices are outside Italy shall be exempted from submission of a surety.** Furthermore, the request for advance payment must include the management and accounting documentation requested by the Administration.

After due verifications, the DGCC shall make the advance payment.

- No advance payment requested: a payment of up to 35% (thirty-five per cent) of the funding is allocated upon submission of the report on expenses incurred of the same amount and of what is requested by paragraph 2, letter a).

During this phase, the DGCC may request changes and adjustments to projects and production schedules, particularly in the event that the Committee does not grant the full amount of the funding requested.

**All requests for advance payment or the first instalment must be submitted no later than 15 November 2024.**

#### b) Phase 2

Request for an intermediate instalment equal to 50% (fifty per cent) of the contribution





granted upon the submission of what is requested by the following paragraph 2, letter b), no later than 31 October 2025.

**c) Phase 3**

Payment of the balance of the funding upon the conclusion of the project and the submission of what is requested by the following paragraph 2, letter c), no later than 30 September 2026.

**Only for projects to be developed over two years (2024 and 2025), based on whatever is set out in the timetable, Phases 2 and 3 must be completed by and no later than 31 October 2025. In this case, the two phases can also be combined.**

**2. Accounting procedures**

Under penalty of inadmissibility, recipients must present the following documents. More details will be provided with specific instructions sent by the DGCC following admission to the funding.

**a) For Phase 1, and only in cases where no advance payment is required**, upon reaching expenses equal to the 35% (thirty-five per cent) share of the granted funding established by the present Call:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not be reported.
- A detailed report of the activities carried out and the objectives achieved until that moment, complete with any photographic or video documentation, in digital format.
- Any other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with the granted funding instalment, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as provided for by Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

After due verifications, the DGCC shall pay the first instalment.

**b) For Phase 2**, when the amount of the expenses incurred is equal to 50% (fifty per cent) of the funding granted, the following documents will be requested:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not yet be reported.
- A detailed and descriptive interim report on the activities undertaken and the objectives achieved up to that moment, including any digital photographic or video documentation.





- Other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with 50% (fifty per cent) of the funding granted, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as provided for by Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

After due verifications, the DGCC shall pay the intermediate instalment.

**c) For the balance**, within 30 (thirty) days of the conclusion of the project, the following is required:

- An accounting breakdown of all the expenses actually incurred up to that moment for the realization of the project, including the share of co-funding and any advance payment received.
- A final descriptive and detailed report on all the activities carried out, the results achieved, the possible outcomes of the project, accompanied by photographic documentation and, where available, also videos in a digital format. This report must also include the communications and promotional initiatives carried out, attaching the press release for the events and/or any links to the press release.
- At least 6 (six) images of the publication made and of the activities carried out, free of rights of use and with any credits, to be used for the communication of the projects on the DGCC's channels.
- A valid DURC (*Documento Unico di Regolarità Contributiva* – “Unified Tax Compliance Certificate”): required only if the recipient is subject to tax compliance verification as per Art. 6 of the Italian Decree of 30.01.2015.

In the event that the recipient is subject to tax compliance verification as per Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73, should any irregularities be established, the payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the sums owed.

The DGCC shall provide the remaining funding after verification.

**3.** If a minority share of the funding is managed directly by the project partner, the lead applicant shall be the sole party responsible for verifying and collecting both the evidence of expenditure and the proofs of payment made by the project partner, in accordance with the terms and procedures to be provided by the DGCC following admission to the funding.



## SECTION VI

### *Area 2 - International promotion of artists, curators, and critics*

#### **Funding for promotional and valorization events related to the acquisition of one or more works of an Italian artist by a foreign museum**

##### **Sect. VI.1 - Eligible projects**

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##### **1. Funding will be available for**

Projects for collateral activities relating to the purchase – recent or in progress – by a museum or by a collection open to the public with registered office and operational headquarters outside Italy. 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 deemed significant for the history of contemporary art. The acquisition procedure can be in progress at the moment of the application. Promotional and valorization projects relating to concluded acquisitions are also admissible, provided that these occurred within 6 (six) months prior to the deadline of the present Call. **The acquisition may in no way, not 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 promotional and valorization activities such as performances, talks, conferences, study days, teaching activities, workshops, side events.

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

##### **2. Who can apply**

Public or private non-profit bodies exclusively with registered office and operational headquarters outside Italy, in particular: museum institutions, foundations, cultural associations, universities, formally established committees, and any other non-profit legal entity aiming at valorizing, promoting, and/or training in the field of contemporary art and meeting the requirements set forth in Art. 5 of the present Call. Please note that natural persons may not apply, or be project partners.

### 3. Partnerships and agreements

Should the project be presented by a number of implementing entities, the collaboration must be formalized through a partnership agreement as per Art. 3 of the present Call. Cultural partners involved in the international promotion of the project must sign a Letter of Commitment as detailed in Art. 3 of the present Call. Please remember that cultural partners who do not present Letters of Commitment or present unsigned letters shall not be taken into consideration during the evaluation.

## Sect. VI.2 - Eligible costs, restrictions and duration of projects

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1. Costs eligible for funding are those intended to cover the expenses for the technical and scientific production of the project, incurred by the recipient or by the project partners declared during the submission of the application concerned.

### 2. Eligible costs (purely by way of example)

- Travel expenses (in economy class) and accommodation, expenses for any visas, permits, and health insurance, intended for events and promotional activities.
- Expenses for project support staff: fees for curators, project managers, coordinators, assistants, consultants, etc. The total expected remuneration must not exceed 25% (twenty-five percent) of the total planned budget and be commensurate exclusively and appropriately with the commitment necessary for the project and not solely with the duration of the project.
- Communications expenses: press office; purchase of advertising spaces; social media management; graphic design; costs for creating and managing the website, platforms and apps, etc.
- Expenses for promotional and valorization activities: setup, equipment leasing and rental fees, provided they are related exclusively to the project; artworks shipment and insurance fees; costs for video footage, sound recording, photoshoots; 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 for the administrative staff employed in support of the project (secretarial, business managers, etc.); utilities, consumer materials, stationery and the like, postal expenses, etc. The total planned expenses must not exceed 10% (ten percent) of the total planned budget.
- Emergency and/or unforeseen (contingency) fund expenses not exceeding 5% (five percent) of the total budget.

### 3. Non-eligible costs (purely by way of example)

- Costs of production or acquisition of artworks.
- Artists' fees.





- Purchase of durable capital goods (including personal computers, tablets, telephones and related hardware) and any expenditure considered an investment.
- Lump-sum and daily allowance expenses.
- Ordinary and extraordinary maintenance of properties.
- Donations.
- Costs for disputes, settlements, registration of documents, fines, criminal sanctions and related interest.
- Any form of undocumented work.
- Any expenses not incurred by the recipient or by the project partners declared in the application.

4. The project submitted can only be implemented within the timeframe set forth in the timetable referred to in Art. 7.7 of the present Call and in compliance with the additional timeframe laid down in Sect. VI.5.1, from the day following the formal acceptance of funding by the individual or lead applicant, and, in any case, not before **30 June 2024**. The project must be completed, in all its stages, no later than **31 August 2026**.

5. Expenditure made prior to the day following the publication of the ranking by Directorial Decree or subsequent to the expiry of the project is not permitted.

## Sect. VI.3 - Required documentation

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1. Only proposals submitted in accordance with the procedures indicated in Art. 6 of the present Call shall be eligible for merit evaluation.

The application must contain the following information:

- Details and legal form of the implementing entities, of any cultural partners and sponsors involved;
- Commitment to cover at least 20% (twenty percent) of the total planned budget by the applicant and/or any agreements with sponsors;
- self-certification by the individual or lead applicant attesting compliance with the general requisites pursuant to Art. 5 of the present Call, of all the implementing entities;
- Formal acceptance of the conditions of the present Call by the individual or lead applicant for themselves and for the other parties directly involved in the project;
- Consent to the processing of personal data and acceptance of the privacy notice pursuant to Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679. If present, project partners must also sign a copy of the privacy notice to be attached to the application.

The application must contain the project proposal, the economic framework and the required documents, as set out in the following paragraphs.



## 2. Project Proposal

The project proposal must conform to the objectives of the Call, and contain:

- a) Project summary.
- b) Information on the applicant and the collection, on any project and cultural partners involved, on any sponsors by means of short biographies with links to relevant websites, showing compliance with the admissibility requisites specified in Art.5 of the present Call.
- c) Technical data sheet on the artwork(s) to be acquired, brief biography of the artist.
- d) Clear and detailed information on the promotional and valorization activities relating to the acquisition in question, demonstrating the credibility, concreteness and effective feasibility of the proposal.
- e) Communications strategy.
- f) Detailed production schedule in the form of a Gantt chart for the years 2024, 2025 and 2026, considering the time limits set by the present Call.

## 3. Economic framework

This shall consist of a detailed statement from which all the costs of the project can be deduced, including VAT, in compliance with the indications of Sect VI.2 of the present Call, divided by general or macro-items and by detailed items or sub-items, following the instructions on the Tenders Portal. The costs for which funding is requested and the costs co-funded by the applicant must be clearly specified, in compliance with the constraints on the prohibition of double funding stated in Art. 4.5 of the present Call.

## 4. Documents

The documentation must contain in full:

- a) Copy of a valid ID document of the legal representative of the individual or lead applicant.
- b) In the event of an artwork already acquired, 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. 3 of the present Call, with attached copies of valid ID documents of the signatories.
- d) Authorization for the processing of personal data and acceptance of the privacy notice pursuant Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and the Regulation (EU) No. 2016/679, signed by the legal representative of any project partner involved.
- e) Any Letters of Commitment to promote the project by each of the cultural partners involved, as detailed Art. 3 of the present Call.

## Sect. VI.4 - Evaluation of proposals

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1. As indicated in Art. 7, requests received by the deadlines indicated in Art.6 of the present Call undergo an initial internal check by the DGCC regarding the completeness and validity of the

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documentation presented. Subsequently, the proposals will be evaluated by the Committee which will draw up a ranking based on the following points system:

CRITERION	MAXIMUM SCORE
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 project in relation to the CV of the artist being promoted.	20
3. Quality and effectiveness of the valorization and promotional activities, 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 museum that acquires the artwork(s), the institutions, and the partners involved.	15
5. Economic adequacy based on the budget presented.	15

2. In addition to the outright winners, projects that have obtained at least 70 (seventy) points out of 100 (one hundred) are considered eligible. Should a recipient does not formally accept the award, the next-ranked applicant will be chosen.

3. The Committee's decisions, as well as its working methods, are final and incontestable. The results of the evaluation will be published on the DGCC website.

## Sect. VI.5 - Funding procedures and accounting

### 1. Funding procedures

Funding shall be granted up to the total amount specified in Art. 4 of the present Call. The DGCC reserves the right not to assign the entire amount of the funding.

Generally speaking, funding is provided in 3 (three) instalments, based on the timeline submitted at the time of the application.

The funding and accounting procedures shall observe the following phases.

#### a) Phase 1

- Announcement to the winners of the sum decided by the Committee.
- Acceptance of the funding and commitment of resources by the Administration based on the production schedule submitted by the applicant.

- Request for advance payment: upon a request by the interested party, at the moment of the application, it is possible to grant an advance payment up to 35% (thirty-five per cent) of the funding allocated to start the realization of the project. The request for advance payment must include the management and accounting documentation requested by the Administration.

After due verifications, the DGCC shall make the advance payment.

During this phase, the DGCC may request changes and adjustments to projects and production schedules, particularly in the event that the Committee does not grant the full amount of the funding requested.

**All requests for advance payment must be submitted no later than 15 November 2024.**

**b) Phase 2**

Request for an intermediate instalment equal to 50% (fifty per cent) of the contribution granted upon the submission of what is requested by the following paragraph 2, letter a), no later than 31 October 2025.

**c) Phase 3**

Payment of the balance of the funding upon the conclusion of the project and the submission of what is requested by the following paragraph 2, letter b), no later than 30 September 2026.

**Only for projects to be developed over two years (2024 and 2025), based on whatever is set out in the timetable, Phases 2 and 3 must be completed by and no later than 31 October 2025. In this case, the two phases can also be combined.**

## 2. Accounting procedures

Under penalty of inadmissibility, recipients must present the following documents. More details will be provided with specific instructions sent by the DGCC following admission to the funding.

**a) For Phase 2**, when the amount of the expenses incurred is equal to 50% (fifty per cent) of the funding granted, the following documents will be requested:

- An accounting breakdown of all expenses actually incurred up to that moment with the share of the funding granted for the realization of the project. During this phase, co-funding expenses need not yet be reported.
- A detailed and descriptive interim report on the activities undertaken and the objectives achieved up to that moment, including any digital photographic or video documentation.
- Other management and accounting documents requested by the DGCC, including an uncertified copy of the report on the expenses incurred up to that moment and paid with 50% (fifty per cent) of the funding granted, as well as the declaration of the recipient certifying the correspondence of the documents produced to the original ones.

After due verifications, the DGCC shall pay the intermediate instalment.



**b) For the balance**, within 30 (thirty) days of the conclusion of the project, the following is required:

- An accounting breakdown of all the expenses actually incurred up to that moment for the realization of the project, including the share of co-funding.
- A final descriptive and detailed report on all the activities carried out, the results achieved, the possible outcomes of the project, accompanied by photographic documentation and, where available, also videos in a digital format. This report must also include the communications and promotional initiatives carried out, attaching the press release for the events and/or any links to the press release.
- At least 6 (six) images of the promoted artworks and of the activities carried out, free of rights of use and with any credits, to be used for the communication of the projects on the DGCC's channels.

The DGCC shall provide the remaining funding after verification.

**3.** If a minority share of the funding is managed directly by the project partner, the lead applicant shall be the sole party responsible for verifying and collecting both the evidence of expenditure and the proofs of payment made by the project partner, in accordance with the terms and procedures to be provided by the DGCC following admission to the funding.



## SECTION VII

### Area 3 - *Talent development*

#### Grant for supporting international research projects and residencies for artists, curators, and other art professionals

##### Sect. VII.1 – Eligible projects

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1. The grant aims at supporting a professional and worker of the art sector (hereinafter referred to as the “applicant”), of Italian citizenship or with tax residence in Italy, presenting a research project on the evolution and the educational and conceptual development of his/her own professional career from an international perspective.

**The research project can be strictly related to, or include one or more residency periods outside Italy at non-profit public or private institutions, having their registered and operating office outside Italy, deemed significant for the area of contemporary art.**

By way of a non-exhaustive listing, the grant aims at supporting the applicant in: dedicating time to his/her research; designing new artworks, taking part in one or more research residency periods at non-profit institutions having their registered and operating office outside Italy; taking part in field trips mainly abroad, but eventually also in Italy; dedicating more time to the designing and development of theoretical and practical tools useful to improve his/her profession; developing his/her international network.

Projects shall address well-defined, contemporary, and original topics, proving their credibility and effectiveness in terms of candidate’s research development and of potential in the creation of international networks and relations useful for his/her professional career. **Therefore, projects must involve contacts and collaborations with international institutions**, potentially with Italian institutions as well, **and at least one public presentation of results achieved outside Italy.**

The project can be presented during (including but not limited to): workshops, talks, and conferences, which can be organised also remotely through videoconferencing systems; exhibitions, project rooms; performances, small publications on research results.

The cooperation with all institutions involved, formally referred to as **cultural partners** of the project, necessarily entails the physical presence in the institution headquarter during the research period.

##### 2. Who can apply

Professionals and workers of the art sector of Italian citizenship or with tax residence in Italy, also in the form of a collective, meeting the requirements set forth in Art. 5 of the present Call. **More specifically, the grant is exclusively intended for: artists, curators, researchers, art critics, art project managers, and art producers.**

Under penalty of exclusion, applicants must submit **at least one recommendation letter** on headed paper and duly signed by accredited experts and professionals in the area of contemporary culture (See Sect. VII.3.4, letter e).

Under penalty of exclusion, in the event of one or more residency periods abroad at international non-profit public or private institutions, applicants must submit a **letter of invitation** from each institution involved in the project, written on headed paper and duly signed by the president or the director of the institution hosting the residency (See Sect. VII.3.4, letter c).

### 3. Cultural partnerships

Under penalty of exclusion, applicants must prove the **participation of at least one cultural partner with registered and operating office abroad**. The participation of cultural partners in national and international promotion of the project requires a **Letter of Commitment** as detailed in Art. 3 of the present Call, signed by each partner involved. Cultural partners who do not present Letters of Commitment or present unsigned letters shall not be taken into consideration during the evaluation.

## Sect. VII.2 – Amount of the grant, constrains, and duration of the projects

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1. Grants are provided based on the amount requested by the applicants **up to the maximum amount set forth in Art. 4 of the present Call and equal to € 15,000.00 (fifteen thousand)**. The adequacy of the amount is assessed by the Committee based on research type, duration, and expected outputs. The Committee may decide not to allocate the full amount requested.
2. The grant must be allocated to support the necessary expenses for the evolution and educational and conceptual development of the applicant's professional career, or for residency periods outside Italy, among which, purely by way of example: travel expenses (in economy class), transport, and visas; health insurance; contribution for accommodation rent and/or study fees; contribution for the organisation of a small exhibition and/or publication on the results of the research project and/or the residency abroad. The grant will also support expenses for activities aiming at promoting and presenting the research abroad, and potentially in Italy. **The grant cannot directly support the production of artworks, exhibitions, or scientific publications.** Projects may concern the production of new artworks. However, the relevant costs shall not be directly related to the allocated grant.
3. Grants assigned within the Italian Council programme **are allocated gross of any taxes**.
4. The grant must not be intended as an academic title. Furthermore, applicants are requested to indicate any research grant or scholarship of any sort whatsoever allocated for the same project, even after the potential award of the grant.
5. The project submitted can only be implemented within the timeframe set out in the calendar referred to in Art. 7.7 of the present Call, starting from the day following formal acceptance of the

funding by the applicant, and in any case not before **30 June 2024**, and must be concluded in all its phases **by 31 October 2025**.

## Sect. VII.3 – Required documentation

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1. Only proposals submitted in accordance with the procedures indicated in Art. 6 of the present Call shall be eligible for merit evaluation.

The application must contain the following information:

- Details of the applicant;
- In the event of one or more residency periods outside Italy at non-profit public or private institutions: details and legal form of all institutions involved;
- Details and legal form of cultural partners involved;
- Self-certification by the applicant attesting compliance with the general requisites pursuant to Art. 5 of the present Call;
- Formal acceptance of the conditions of the present Call by the applicant;
- Consent to the processing of personal data and acceptance of the privacy notice pursuant to Art. 13 of Italian Legislative Decree No. 196/2003, and subsequent modifications and supplements, and Art.13 of Regulation (EU) No. 679/2016.

The application must contain the project proposal, the economic request, and the required documents, as set out in the following paragraphs.

## 2. Project proposal

The project proposal must conform to the objectives of the Call, and contain:

- a) Project summary.
- b) Information on the applicant, by clearly specifying:
  - Research and/or activities carried out in previous years with indication of the main activities both nationally and internationally;
  - Exhaustive CV of all experiences and activities carried out to the date of presentation of the proposal, with a focus on: education and academic titles; any national and/or international exhibition; any participation in national and/or international events; any participation in national or international conferences; any publication; biography; any artwork included in non-profit public or private collections (for artists); any teaching activity; any collaboration with national or international qualified institutions in the field of contemporary art.
  - Links to any relevant website.
- c) Information on the research project, objectives and expected outcomes, with a focus on possible impacts in terms of visibility and development of potential for the creation of new international networks and relations.
- d) In the event of one or more residency periods outside Italy at non-profit international public or private institutions: information on any institution involved, also by means of links to the

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relevant websites, showing compliance with the admissibility requisites specified in Art. 5 of the present Call.

- e) Proposal for activities and events for the presentation of the project to cultural partners, with information, brief biographies with links to the relevant websites, showing compliance with the admissibility requisites specified in Art. 5 of the present Call.
- f) Detailed production schedule in the form of a Gantt chart for 2024 and 2025, taking into account time limits set by the present Call.

### 3. Economic request

Following the instructions on the Tenders Portal, the applicant must include in the application the amount of the requested grant, within the limits of Art. 4.3, and of Sect. VII.2.1 of the present Call, equal to € 15,000.00 (fifteen thousand). The economic request must also include any research grant, scholarship, or other.

### 4 - Documents

The documentation must contain in full:

- a) Copy of a valid ID document and tax code of the applicant.
- b) Under penalty of exclusion, the letter of commitment to promote the project by at least one foreign cultural partner involved, as detailed in Art. 3 of the present Call.
- c) Under penalty of exclusion, in the event of one or more residency periods outside Italy at non-profit international public or private institutions, the letter of invitation from the institution involved and signed by the legal representative.
- d) Under penalty of exclusion, a motivation letter by the applicant.
- e) Under penalty of exclusion, at least one recommendation letter on headed paper duly signed by accredited experts and professionals in the area of contemporary culture.

## Sect. VII.4 – Evaluation of proposals

1. As indicated in Art. 7, requests received by the deadlines indicated in Art. 6 of the present Call undergo an initial internal check by the Directorate-General for Contemporary Creativity (DGCC) regarding the completeness and validity of the documentation presented. Subsequently, the proposals will be evaluated by the Committee which will draw up a ranking based on the following points system:

CRITERION	MAXIMUM SCORE
1. Quality, credibility, 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 reference to the development of an international network by the applicant.	<b>35</b>





CRITERION	MAXIMUM SCORE
2. Quality of the project in relation to the CV and the motivation of the applicant.	20
3. Impact of the project in terms of visibility and evolution of the applicant's career at an international level, and of potential for the creation of new international relations.	20
4. Quality and credibility of representatives, institutions, and partners involved.	15
5. Adequacy of the economic request based on the project presented.	10

2. In addition to the outright winners, projects that have obtained at least 70 (seventy) points out of 100 (one hundred) are considered eligible. Should a recipient does not formally accept the award, the next-ranked applicant will be chosen.

3. The Committee's decisions, as well as its working methods, are final and incontestable. The results of the evaluation will be published on the DGCC website.

## Sect. VII.5 – Funding procedures and accounting

### 1. Funding procedures

The funding of the grant will observe the following phases:

#### a) Phase 1

- Announcement to the winners of the grant.
- Acceptance of the grant by the applicant.
- Payment of 50% (fifty per cent) of the grant, in compliance with terms established by the DGCC following the eligibility for funding, by 15 November 2024, at the request of the applicant and upon presentation of the management and account documentation requested by the Administration. After due verification, the DGCC will make the payment.

#### b) Phase 2

Payment of the remaining 50% (fifty per cent) of the grant midway through the research project, not before financial year 2025, upon presentation of what requested in paragraph 2, letter a), within 31 October 2025.



**The grant is not allocated upon the submission of a report of expenses**, but of a detailed and exhaustive report concerning the outcomes of the project and clearly showing the achievement of goals in relation to the amount allocated, as detailed in paragraph 2, letters a) and b).

## **2. Documents for activity monitoring**

Under penalty of recovery of the allocated grant, the applicants must submit the following documents. Further details concerning such documents will be provided with specific instructions issued by the DGCC following the eligibility for financing.

### **a) For the payment of the remaining 50% (fifty per cent) of the grant midway through the research project.**

- The descriptive report of the activities undertaken, and the objectives achieved up to that moment, as well as of the activities to be implemented in the upcoming months, including any digital photographic or video documentation.
- Other management and accounts documents requested by the DGCC.  
After due verification, the DGCC will make the payment of the balance.

### **b) Within 30 (thirty) days from the conclusion of the project.**

- The descriptive report of all the project undertaken for the assessment of the impact of the grant on the applicant's career, including information on the international network created, the objectives achieved, the possible research outcomes, and any digital photographic and video documentation. The report shall also include the implemented communication and promotion initiatives, together with the press review for events and/or any link to the press review.
- At least 6 (six) images of the project 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.

**3. Before the advance payment equal to 50% (fifty per cent) and of the balance of the grant**, the DGCC verifies the tax compliance of the applicant, pursuant to Art. 6 of the Italian Decree 30.01.2015 (DURC *Documento Unico di Regolarità Contributiva*, Unified Tax Compliance Certificate).

The DGCC also verifies the social security compliance of the applicant (pursuant to Art. 48-bis of the Italian Decree of the President of the Republic No. 602/73). Should irregularities be established, the payment of the funding will be withheld, and the irregularity will be notified to the Italian Revenue Office for the recovery of the owed sums.