

Guidelines for Sponsorships within the Framework of the City of Chemnitz International Stefan Heym Prize

Awarding body: Award Committee of the City of Chemnitz International Stefan Heym Prize
18/08/2016

The Award Committee approves the following

Guidelines for the award of City of Chemnitz Stefan Heym Sponsorships

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1. Aims and principles

The City of Chemnitz International Stefan Heym Prize will support eligible projects, initiatives, etc., that have a particular focus on the life and work of Stefan Heym and on continuing his legacy.

Sponsorships of up to a total of 20,000 euros will be awarded by the City of Chemnitz International Stefan Heym Prize Award Committee. The measures funded are to be completed in the period between the awarding of one International Stefan Heym Prize and the next.

2. General conditions of approval

- (1) Grants are available for school and university-level projects and initiatives in the fields of science, art, culture and research with a particular focus on the life and work of Stefan Heym, and on continuing his legacy.
- (2) Grants will only be approved if:
 - there is a guarantee that funds will be allocated appropriately,
 - the sponsorship serves exclusively to cover expenditure,
 - the recipient is not subject to any financial claims on the part of the City of Chemnitz and no enforcement proceedings are in course.
- (3) Retrospective grants to cover deficits are not permitted.
- (4) Grants will only be awarded for events if they are not-for-profit.

3. Sponsorship recipients

Applications are open to all legal and natural persons, initiatives, institutions, public and private bodies and associations that have a particular focus on Stefan Heym's life, work and legacy.

4. Application process

- (1) The opening of the application process will be announced by the City of Chemnitz (Annex 1). The following documentation must be submitted:

- a description of the project to be supported (max. two A4 sides)
 - a binding statement of costs
- (2) Applications are to be submitted to the Mayor's Office by the specified deadline.
 - (3) Application forms (Annex 2) can be obtained online www.chemnitz.de and from the Mayor's Office.

5. Procedure

- (1) The Award Committee will decide by simple majority on the award of sponsorships. In the event of a tied vote, the Chairperson will have the casting vote.
- (2) The Mayor's Office shall inform applicants of the approval or rejection of their application. Statistics will be collected on the use of funds.
- (3) Recipients shall undertake to refer to the sponsorship in their work and to make themselves available for an official public presentation in the City of Chemnitz.

6. Payment of grants – duty of disclosure

- (1) If a grant is awarded, the recipient must provide evidence of the use of funds. Recipients should provide full and verifiable evidence at the latest three months after the end of the approval period. In addition, the form (Annex 1. b.) is to be submitted by way of numerical evidence, along with a case report for funding of €500.00 or more. Original records and accounts should also be attached.
- (2) Grants may be paid in advance on application.
- (3) The Award Committee Chairperson reserves the right to amend grant approvals on the basis of any new findings arising from the duty of disclosure.

7. Further conditions

- (1) The City of Chemnitz General Guidelines on the Approval of Grants to Clubs and Associations (Annex 3) will apply in all other respects.
- (2) As the approval of a grant does not constitute a notification, appeals cannot be submitted.

8. Entry into force

These guidelines will enter into force following the resolution by the Award Committee of 19/08/2016.