

Architecture Kick-start Grant Scheme

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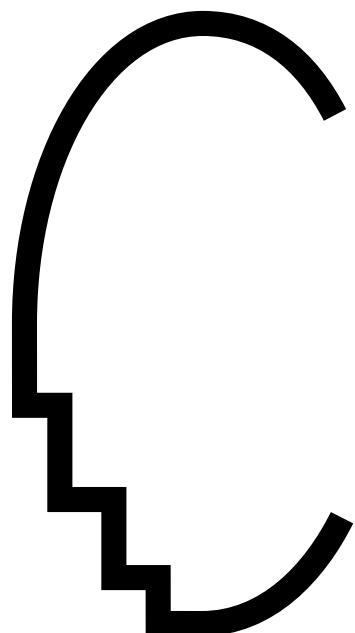
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In view of Article 10.4 of Wet op het specifiek cultuurbeleid (Specific Cultural Policy Act, available in Dutch only), the board of the Creative Industries Fund NL adopts the following scheme for providing grants to makers and other parties for the implementation of projects that promote the quality of the creative industry.

This document is a descriptive translation of the original Dutch *Startregeling Creatieve Industrie*. The English translation is provided for reference purposes only, and in all instances the original Dutch text takes precedence. If you would like to report a translation error or inaccuracy, we encourage you to contact the Creative Industries Fund NL.

Chapter I: Definitions

Article I. Definitions

The terms used in this scheme have the same meaning as in *Regeling op het specifiek cultuurbeleid* (Specific Cultural Policy Regulations, available in Dutch only). Within this scheme specifically, the following definitions apply:

- 1 advisory committee:** an independent committee of external experts appointed by the board.
- 2 applicant:** a natural or legal person who applies for a grant from the Creative Industries Fund NL under the scheme laid out here.
- 3 architect:** in the context of this regulation, the term 'architect' may also be understood to mean: a professional designer or maker who positions themselves professionally within the field of architecture.
- 4 architecture field:** this includes architecture, interior design, garden and landscape design, urban development, spatial planning, and related activities aimed at analysis, research, and reflection within these areas.
- 5 board:** the Executive Director of the Creative Industries Fund NL, as referred to in Article 5 of the Creative Industries Fund NL Articles of Association (available in Dutch only).
- 6 co-financing:** additional funding in the form of another grant, sponsorship, investment, or the applicant's own income from, for example, ticket sales or a contribution from an external party that is used in addition to the grant awarded by the Creative Industries Fund NL for a project. The applicants' own contribution in the form of investments or joint discounts are not counted as co-financing.
- 7 Creative Industries Fund NL:** the English name for the foundation known in Dutch as *Stichting Stimuleringsfonds Creatieve Industrie*.
- 8 creative industry:** the areas of activity in the disciplines of design, architecture and digital culture, including possible crossovers between these disciplines.
- 9 cultural institution or organisation:** a non-profit, private legal entity with a function to initiate, produce or support projects within the creative industry such as a lab or workshop, a platform or presentation venue.
- 10 decision date:** the date as stated on the decision
- 11 decision:** the letter in which the board formally declares if a grant will be awarded.
- 12 design agency:** a group of architects who have organised themselves professionally and who position themselves within the field of architecture.
- 13 designer:** an architect, urban planner, designer or maker who positions themselves professionally within the creative industry.
- 14 grant ceiling:** the maximum total amount available for a grant scheme within a grant period.
- 15 grant period:** the time span during which an application may be submitted under this scheme.
- 16 grant request:** the amount requested from the Creative Industries Fund NL under this

scheme. This amount is formed by the total project costs minus co-financing and any of the applicant's own contributions.

- 17 **Kingdom:** the Kingdom of the Netherlands, consisting of the Netherlands, Aruba, Curaçao and Sint Maarten, as well as the public bodies of Bonaire, Sint Eustatius and Saba.
- 18 **observer:** a writer, programme-maker or curator whose work relates to the creative industry.
- 19 **producer:** a legal entity whose business is the development, coordination and production of media productions such as films or other types of audio-visual projects and who acts as an applicant on behalf of a maker.
- 20 **project:** all the work involved in an independent, concretely defined activity, clearly defined in both time and purpose.
- 21 **publisher:** a legal entity whose business is to develop, produce and distribute books or other publications and that acts as an applicant on behalf of an author or maker.
- 22 **revised application:** a grant application that, provided with new information, is resubmitted after a negative decision from the advisory committee for a Creative Industries Fund NL grant.

Article 2. Creative Industries Fund NL mission statement

- 1 The task of the Creative Industries Fund NL is, from the cultural perspective, to continue and renew the rich design tradition of the Netherlands by stimulating the processes of experimentation, research and making, as well as to promote good commissioning practices.
- 2 The board shall, in accordance with the statutes and the provisions laid down in laws and grant schemes, provide grants to natural persons and legal entities that contribute to the promotion of the high-quality development and professionalisation of the contemporary creative industry in the Kingdom.

Chapter 2: General Provisions

Article 3. Scope and objectives

- 1 Based on this grant scheme, Creative Industries Fund NL may subsidise small-scale projects by professional architects, makers, observers, design agencies or cultural institutions with a grant request up to a maximum of €10,000.
- 2 Projects are primarily non-profit and contribute to strengthening the quality, development or deepening of the field of architecture from one or more (sub) disciplines, or from crossovers with other disciplines.
- 3 The grant is consistent with the following general policy objectives of the Creative Industries Fund NL:
 - a To promote design quality and its development.
 - b To stimulate experimentation, research, reflection and debate.

Article 4. Grant ceiling

- 1 A grant is always awarded under the condition that sufficient funds are made available to the Creative Industries Fund NL by the Dutch Ministry of Education, Culture and Science.
- 2 The grant ceiling is announced for each grant period on www.stimuleringsfonds.nl/en.
- 3 The board sets a maximum for the total number of applications that can be processed within this grant scheme per grant period. This number is announced at least two weeks before the start of the grant period on www.stimuleringsfonds.nl/en and in the Government Gazette (Staatscourant).

Article 5. Application submission and review procedure

- 1 Every year the board shall announce on www.stimuleringsfonds.nl/en and by means of publication in the Government Gazette (Staatscourant) the grant periods within which applications may be submitted under this scheme.
- 2 Applicants shall use the Creative Industries Fund NL's application platform for submissions.
- 3 Applications shall be submitted no later than the end date of the grant period described in Article 5.1.
- 4 Applications will be reviewed against the requirements described in Articles 6 and 7.
- 5 If the number of submitted applications exceeds the maximum number of applications set by the board as referred to in paragraph 1, a draw system will be used to determine the order in which the applications received will be assessed against the entry requirements and whether they will be taken into consideration. Within the numerical ranking resulting from the draw, revised applications will be assessed first, until the maximum number of revised applications referred to in paragraph 1 has been reached. Subsequently, the remaining applications will be assessed until the maximum number of applications for the grant period has been reached.
- 6 The board shall reject an application if it is not submitted within the relevant grant period.
- 7 The board shall reject an application if the maximum number of applications within the relevant grant period has been exceeded.
- 8 The board shall reject applications that do not meet the entry requirements described in Article 6 and the conditions described in Article 7.
- 9 Applications in the ranking that results from the application of paragraph 5 shall be submitted to the independent advisory committee.

Article 6. Entry requirements

Applications submitted under this grant scheme will be reviewed against the following entry requirements:

- 1 A grant under this scheme may be awarded only if the applicant is:
 - a A professional maker, observer, design agency, cultural institution or organisation that demonstrably positions themselves within the field of architecture.
 - b Listed in the Business Register of the Dutch Chamber of Commerce or in one of the Business Registers within the Kingdom.
- 2 Those not eligible for funding under this scheme are:
 - a Applicants financed through the *Subsidieregeling culturele basisinfrastructuur 2025-2028* (Grant Scheme for Basic Cultural Infrastructure 2025-2028), with the exception of regional museums and heritage museums within the creative industry.
 - b Applicants financed through another structural grant from the central government.
 - c Applicants who, for the duration of the project, receive a grant from the Creative Industries Fund NL under the Four-year Institutional Grant Scheme 2025-2028 or the Creative Industry Activities Programme Grant Scheme.
 - d Educational and post-academic institutions, as well as projects by researchers and lecturers (including guest researchers and lecturers) carried out from within these institutions.
 - e Applications aimed at the development of educational programmes and the related activities of educational institutions.
 - f Applications for costs covering participation in residencies at institutions excluded from this scheme as described in Article 6.2.a, 6.2.b and 6.2.c.
 - g Applicants who, at the time of application, are affiliated as participants with a post-academic institution excluded from this grant scheme according to Article 6.2.a.

- h Applications for projects which, at the time of application, already have an application pending within another grant scheme of the Creative Industries Fund NL.
- i Applications for projects that have already been subsidised under a grant scheme of the Creative Industries Fund NL.
- j Applicants who, during the term of their project, are already receiving support for the implementation of their development plan from the Talent Development Grant Scheme of the Creative Industries Fund NL.
- k Applications for projects that have previously been used twice in a grant application to the Creative Industries Fund NL and which have been rejected after negative decisions.
- l Projects with a total budget of more than €10,000.
- m Applications that are not submitted on time or are incomplete.

3 Applicants may not submit more than one application under this scheme per grant period.

4 Applicants cannot receive a grant under this scheme more than once in a 12-month period starting from the decision date.

Article 7. Conditions

1 Grants in this scheme may be awarded only if the following conditions are met:

- a The project is consistent with the mission statement of the Creative Industries Fund NL as described in Article 2 and fits within the scope and objectives described in Article 3.
- b The project contributes to strengthening the quality, development or deepening of the field of architecture in the Netherlands or the Kingdom.
- c The project, or the project phase to which the grant relates, does not start before the decision date.
- d The project starts within four months of the decision date.
- e The duration of the project does not exceed 12 months.
- f Applications are submitted in Dutch or English.
- g The project has a budget deficit of a maximum of €10,000 and, in the opinion of the board, the need for a grant has been demonstrated.
- h The applicant's methods can be reasonably expected to achieve the goals they have set.
- i The results of the project will be published or otherwise made public.
- j Applicants apply the Fair Practice Code in the implementation and justification of the project.
- k If the application is submitted on behalf of a cultural institution, it applies the Cultural Governance Code 2019.

2 No grant may be awarded under this scheme to or for:

- a Activities that have already taken place or start before the decision date.
- b Projects for which a grant is re-applied for after a rejection without the applicant citing new information or circumstances.
- c Projects, residencies or trips that take place as part of academic studies, training schemes or a PhD.
- d Projects that are being revisited or reprinted.
- e Serial production projects other than professional publications.
- f Labour costs for employees of state, provincial and municipal institutions.
- g The acquisition of property, materials or equipment that will continue to have value after the project is completed.
- h Drawing up design, furnishing, restoration or conservation plans.

- i Activities and costs directly related to establishing a company or organisation, market exploration, or commercial feasibility study.
- j Activities that do not exceed regular business activities.
- k Employees of the Creative Industries Fund NL.
- l Members of the Creative Industry Fund NL's Executive Directorate or Supervisory Board.
- m Applicants who are a member of the advisory committee for this scheme and who will review grant applications.

3 In addition to the conditions described in Article 7.1 and 7.2, the Creative Industries Fund NL will assess applications involving a trip abroad on the following points:

- a Safety of travel: consideration shall be given to whether restrictions or urgent advice applies to international travel to the country in question at the time of the planned trip. The travel advisories on www.netherlandsworldwide.nl are decisive in this regard. Grants may not be used for travel to an area where a travel advisory code red is in effect at the time of travel.
- b Sustainability: the board encourages sustainable travel. If a project trip is no more than eight hours by train, the board will only reimburse costs for land travel.

4 Within the framework of European legislation and regulations regarding state aid, applicants who can be regarded as 'undertakings' will also be refused a grant under this scheme if they:

- a Are subject to a recovery order as described in Article 1.4.a of the General Block Exemption Regulation 651/2014.
- b Qualify as an 'undertaking in difficulty' within the meaning described in Articles 1.4.c and 2.18 of the General Block Exemption Regulation 651/2014.

Chapter 3: Grant Applications

Article 8. Application contents

- 1 A complete application consists of the documents listed below. Only these documents will be made available to the advisory committee. The formal requirements and guidelines are described in the Kick-start Grant Scheme manual published on the website of the Creative Industries Fund NL on the start date of the grant period.

A fully completed application consists of:

 - a A fully completed application form.
 - b A project plan providing insight into the purpose and design of the project.
 - c A balanced budget that includes a funding plan, insight into the required co-financing, and follows the principles of the Fair Practice Code in accordance with the format of this scheme.
 - d A timetable that takes into consideration the latest decision date and a maximum duration of 12 months.
 - e CVs of all those implementing the project.
 - f A relevant portfolio.
 - g Letters of intent or cooperation agreements with key partners, if applicable.
- 2 The application also contains the following mandatory appendices that shall not be shared with the committee:
 - a A digitally authenticated extract no more than one year old from the Business Register of the Dutch Chamber of Commerce or one of the Business Registers within the Kingdom.
 - b A project image intended for the Creative Industries Fund NL communications, for which the necessary rights of the image lie with the applicant.

Chapter 4: Awarding of Grants

Article 9. Procedure for processing applications

- 1 The advisory committee shall advise the board on whether to award a grant.
- 2 The advisory committee shall formulate their advice based on the information provided by the applicant.
- 3 A positive decision may be accompanied by a substantiated recommendation on the amount of the grant to be awarded, and by additional substantiated recommendations for the removal of support for specific activities.
- 4 The advisory committee follows the Advisory Committee procedure of the Creative Industries Fund NL published on the website of the Creative Industries Fund at the start of the grant period.
- 5 The procedure for the advisory committee's assessment takes the form of a tender.
- 6 Based on the advisory committee's advice, the board shall decide whether to award the grant.

Article 10. Assessment

- 1 When assessing applications for a project grant, the advisory committee uses the following criteria, each of which is of equal importance. The criteria are further explained in the Kick-start Grant Scheme manual:
 - a **Significance of the chosen theme or question for the field.**
 - b **Artistic quality of the project.**
 - c **Extent to which the project is effective in terms of design, methodology and the expertise involved.**
- 2 Only positively assessed applications are eligible for a grant.
- 3 If the total number of applications eligible for a grant exceeds the available budget in the grant period, prioritisation will take place as follows:
 - a Applications shall be prioritised based on the scores achieved on the criteria described in the first paragraph, creating a ranking of all applications.
 - b A grant shall be awarded to the applicants whose application is placed highest in the ranking.
 - c The highest-ranking applications are awarded the amount recommended by the advisory committee, providing the total does not exceed the grant ceiling.
 - d The applicant for whom a full grant would lead to exceeding the grant ceiling is awarded the remaining funds up to the grant ceiling, provided that this is at least 50% of the requested amount. If the remaining amount up to the grant ceiling is less than 50% of the requested amount, the application is rejected.
- 4 If applications end up equal in the ranking based on their average final score and the grant ceiling is exceeded with these applications, priority is given among these applications to the applicant rated highest on the criterion described in Article 10.1.a. If this score remains the same, the score on the criterion described in Article 10.1.b is considered.

Article 11. Awarding of a grant

- 1 The board shall inform the applicant in writing of their decision within 11 weeks of the end of the grant period.
- 2 In this decision, the board may attach other obligations to the awarding of the grant than those stated in Articles 13 to 15.
- 3 The decision to award a grant shall contain a summary of the advice and considerations of the board, the conditions under which the grant is awarded, the duration of the grant period, the obligations that apply to the recipient, the maximum grant amount, and information on payment and advance payments.

- 4 The recipient shall not derive any rights from the awarding of a grant with regard to subsequent applications.

Article 12. Payment and conclusion

- 1 In the event of an award, the Creative Industries Fund NL shall pay out 100% of the amount and the grant shall be concluded immediately.
- 2 The board may request insights into the grant recipient's administration.
- 3 The board may provide the recipient with further instructions on monitoring compliance with the conditions associated with the awarding of the grant.
- 4 If it appears that activities have not been carried out or have only been carried out in part, the excess amount provided may be reclaimed.

Chapter 5: Obligations of the Grant Recipient

Article 13. Administration

- 1 Grant recipients shall maintain administration structured in such a way that the rights and obligations relevant to the conclusion of the grant, as well as income and costs, can be checked at all times.
- 2 Grant recipients shall, upon request, provide the board with insight into this administration.
- 3 Grant recipients shall retain the administration and the associated documents for seven years after the grant has been concluded.

Article 14. Mention of the Creative Industries Fund NL

In all public statements about the subsidised activities, grant recipients shall mention the Creative Industries Fund NL as the grant provider. The logo of the Creative Industries Fund NL shall be included in publications and reports relating to the subsidised activities, as well as on invitations, announcements, websites and audio-visual productions relating to these. If a grant recipient includes logos of other parties, the logo of the Creative Industries Fund NL shall be displayed in a comparable size and layout in proportion to the contribution.

Article 15. Notifying the Creative Industries Fund NL

If one of the following situations occurs, grant recipients shall immediately inform the board:

- 1 The activities for which the grant has been awarded will not take place or will not take place in full.
- 2 The obligations associated with the grant will not be fully met.
- 3 There are significant artistic or business changes compared to the application on the basis of which the grant was awarded.
- 4 There are developments that could hinder the implementation of the activities such as reports of undesirable behaviour or involvement in legal proceedings.

Chapter 6: Final Provisions

Article 16. Appeals

An interested party may object to a decision of the board taken based on this grant scheme by submitting an appeal to the board. The term for submitting an appeal is six weeks, starting from the day after the decision date. The procedure for appeals is published on www.stimuleringsfonds.nl/en.

Article 17. Protection of personal data and Archives Act

- 1 The Creative Industries Fund NL does not provide confidential data regarding, among other things, company and manufacturing information to third parties.
- 2 The Creative Industries Fund NL handles personal data with care according to Articles 22 to 33 of the Dutch General Data Protection Regulation Implementation Act. The Creative Industries Fund NL does not use this data for any purpose other than that for which they were provided, unless their provision results from a legal obligation or does not clearly infringe on personal privacy.
- 3 As an autonomous administrative body (Dutch ZBO), the Creative Industries Fund NL complies with the *Archiefwet* (Dutch public records act). Application files shall be transferred to the National Archives of the Netherlands after the specified period, in which case said files will be classified as *beperkt openbare* or limited public documents.

Article 18. Hardship clause

In exceptional cases, the board may deviate from the provisions in this grant scheme in favour of the interested party if implementation may lead to significant unfairness.

Article 19. Effective date and expiry

- 1 This grant scheme will enter into force on 1 February 2026.
- 2 The Creative Industries Fund NL grant schemes 2018 will not apply to the regulations laid out here.
- 3 This grant scheme will expire on 1 January 2029 but remain applicable to the settlement of grants awarded on the basis of this scheme.

Article 20. Citation

This scheme shall be cited as Architecture Kick-start Grant Scheme. This document will be published in the Dutch *Staatscourant* (Government Gazette).

*The Creative Industries Fund NL
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