

Committee: Award Committee of the City of Chemnitz International Stefan Heym Prize
02/03/2020

The Award Committee approves the following

Guidelines for the Award of the City of Chemnitz International Stefan Heym Sponsorships

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1. Aims and principles

In the same spirit as the City of Chemnitz International Stefan Heym Prize, International Stefan Heym Sponsorships are to be awarded to projects and initiatives that have a particular focus on the life, work and legacy of Stefan Heym.

Decisions on sponsorship awards up to a total of 20,000 euros – to be granted proportionally – will be made by the City of Chemnitz International Stefan Heym Prize Award Committee.

2. General conditions for the award of sponsorships

- (1) Sponsorships can be awarded in particular to projects and initiatives in the fields of science, art, culture and research, for journalistic and documentary work, for scholarships or to fund school and university-level projects with a particular focus on the life and/or work of Stefan Heym and on continuing his legacy.
- (2) Sponsorships are awarded every three years, in the same year in which the City of Chemnitz International Stefan Heym Prize is presented. Sponsorship awards may also be granted at a later date, but no later than the date of the next award ceremony.
- (3) The projects and initiatives awarded a sponsorship are to be completed in the period between the award of one International Stefan Heym Prize and the next, but no later than 31 March of the year in which the next award is presented. In justified exceptional cases, the Award Committee may extend the deadline by up to six months by a two-thirds majority.

- (4) Sponsorships are only awarded if:
 - the projects and initiatives approved for a sponsorship have not yet begun,
 - there is a guarantee that funds will be allocated appropriately,
 - the prize money is used solely to cover expenditure.
- (5) Grants will not be paid retrospectively to cover deficits.
- (6) Fulfilment of the requirements does not confer any legal right to a sponsorship.

3. Applicants

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. The following documentation must be submitted together with the application form (Annex 2):
 - a description of the project/initiative (no more than two A4 pages)
 - a cost and funding plan
 - a plan for PR activities relating to the project
 - a schedule.
- (2) Applications must be submitted to the Mayor's Office by the specified deadline.
- (3) Application forms (Annex 2) can be obtained online at www.chemnitz.de and www.stefan-heym-preis.de and from the City of Chemnitz Mayor's Office.

5. Award procedure

- (1) Subject to the adoption of the budgetary regulations for the City of Chemnitz, the Award Committee will decide by simple majority on the proportional award of sponsorships. In the event of a tied vote, the Chairperson will have the casting vote.
- (2) The Mayor's Office will inform applicants if they are to be awarded a sponsorship or if their application has been rejected. Statistics will be collected on the use of the prize money.
- (3) The City of Chemnitz reserves the right to publish information on the projects awarded International Stefan Heym Sponsorships by the City of Chemnitz as well as reports on and the outcomes of the projects sponsored by the City of Chemnitz.
- (4) In publications relating to sponsored projects and in initiatives in the media and on the Internet or in their own publications, including at events, the recipients of the sponsorships shall, in an appropriate manner, mention that the projects and initiatives have been awarded City of Chemnitz International Stefan Heym Sponsorships. Receipts must be provided to the City of Chemnitz.
- (5) The City of Chemnitz is entitled to make journalistic use of the sponsored projects.
- (6) Upon publication, usage rights and authors' rights shall be transferred to the City of Chemnitz free of charge and unrestricted as to time, territory or content, but not exclusively.

6. Payment of the International Stefan Heym Sponsorships; obligations on recipients: disclosure and cooperation

- (1) If sponsorships have been awarded, prize money may be paid out in advance upon application. The need for such an advance payment must be justified in the application.
- (2) Recipients of the International Stefan Heym Sponsorships must provide evidence for the use of the prize money. Recipients must provide full and verifiable evidence no later than three months after the end of the period for which the grant is approved, i.e. normally by 30 June of the year in which the next award is presented. In addition, Annex 3 must be submitted as numerical evidence along with a case report. Original receipts and invoices are to be attached. Decisions on individual cases will be made by the Award Committee by two-thirds majority.
- (3) The City of Chemnitz General Ancillary Provisions on the Approval of Grants to Clubs and Associations and to Third Parties (Annex 1) form the basis for the duty of the recipients of the International Stefan Heym Sponsorships to disclose information.
- (4) The Award Committee Chairperson reserves the right to revise the confirmation of an awarded sponsorship on the basis of any new findings arising from the duty of disclosure.

7. Reclaiming prize money

If prize money is used for a purpose other than that for which it was awarded, or if it is not completely used up, this money may be reclaimed, either in full or in part, in accordance with the City of Chemnitz General Ancillary Provisions on the Approval of Grants to Clubs and Associations and to Third Parties (Annex 1).

8. Further provisions

- (1) The City of Chemnitz General Ancillary Provisions on the Approval of Grants to Clubs and Associations and to Third Parties (Annex 1) apply to all other matters.
- (2) As the confirmation of a sponsorship award does not constitute an official notification, appeals cannot be submitted.

9. Entry into force

These Guidelines will enter into force following the resolution by the Award Committee of 02/03/2020.