

Frequently Asked Questions

Funding programme “Jugend erinnert“ (Youth reminds) Sub-programme: Coming to terms with the SED dictatorship

Who is eligible to apply?

Applications may be submitted by non-profit legal entities (e.g. memorials, museums, documentation centres and scientific organisations, associations and institutions for historical-political education) based in Germany which are involved in at least one focus of work on the reappraisal of the SED dictatorship (hereinafter referred to as reappraisal institutions).

In this framework, different reappraisal institutions may join forces, one of which is the applicant for the joint project.

Institutions which do not have non-profit status or which are based abroad are excluded from applying. However, they may participate in the project as cooperation partners.

Who can receive funding?

In the event of approval, the applying institution is the recipient of the funds; it is therefore responsible for financial management, including the call for funds, forwarding of funds earmarked for the cooperation partners, project controlling, preparation of where-used list, and success control vis-à-vis the Federal Foundation for the Reappraisal of the SED dictatorship.

Who is authorised to sign the application?

Only persons who are authorised to represent the applicant institution are eligible to sign the project application. Usually, this is the chair of an association, the management or board of an institution. The authorisation to represent must be enclosed with the application documents when submitting the application. For instance, proof can be provided by means of an excerpt from the register of associations.

Who can act as a cooperation partner?

One aim of the funding line is to establish long-term cooperation with the following partners (for details see section 2.1 of the [funding principles](#)):

- other reappraisal institutions,
- educational institutions, especially schools,
- advanced education institutions,
- private training companies,
- providers of education and training in the public sector,
- cultural institutions,
- institutions and initiatives of youth work in the broader sense (e.g. sports clubs, youth fire brigades, scouts, migrant self-organisations),
- youth organisations,
- organisations for intercultural and intergenerational encounter.

The cooperation partners may also have their headquarters abroad.

Letters of intent for the planned cooperation of all participants in the project must be attached to the application!

What exactly is meant by the phrase “long-term cooperation”?

It is desirable that the cooperation continues in whole or in part beyond the duration of the project. This can be done, for example, by creating communication structures, the joint further development of educational formats, regular joint events or other longer-term professional exchanges between the project partners.

Is there an upper limit to the number of cooperation partners?

No, but the project description must plausibly show how cooperation and communication between the various cooperation partners is regulated in order to achieve the project objective.

Can one reappraisal institution be both an applicant in one project and a cooperation partner in another?

Yes.

What age limit is set for the target group of young people?

The target group is young people aged between approx. 12 and approx. 27 years.

Is the programme aimed equally at all young people?

Yes. Particularly welcome though are projects that also reach young people who have made little or no use of existing educational offers.

Can projects also cover the period after reunification from 1989/90 onwards?

In principle, yes, as far as the effects of the SED dictatorship on the victims, their descendants and/or living together in reunified Germany are concerned.

What is meant by “national impact” in the context of projects?

Funding is only provided for projects that have a national relevance. This is given if at least one of the following criteria is fulfilled:

- The project is supported by an institution of national importance (e.g. through a supra-regional focus and/or institutional support through federal and state funding).
- The project has a model and impulse character in terms of structure, method or content.
- Due to the composition of the cooperation partners, the project unfolds innovative strength.

- The project has a supra-regional focus and cannot be effectively promoted by one federal state alone.

For more details, see section 2 (p. 5) of the [funding principles](#).

Above what amount is the co-financing of the project by federal states or local authorities “appropriate”?

A certain amount is not prescribed in order to take account of the diversity of projects. If co-financing by federal states or local authorities is not possible, the project is not automatically excluded from the application procedure. However, the applicant is expected to justify in the application why the project is not co-financed by federal states or local authorities.

What documents must be submitted?

Your application is complete when you submit the following documents:

- fully completed application form, signed by the required authorised representatives of your institution;
- annex 1 “Project description”;
- annex 2 “Explanatory notes on the expenditure plan”;
- annex 3 “Detailed financing plan”;
- overview of the applicant’s ongoing educational work;
- documents (copies) providing information on the legal status and/or organisational form and on the authorised representative(s) of your institution. These are, for example, the statutes of the association and current excerpt from the register of associations, rules of procedure, activity reports, etc.;
- letters of intent regarding the planned cooperation of the tandem or cooperation partners;
- if applicable, any necessary cost estimates;
- if applicable, proof of proper business management (e.g. annual financial statements for the past few years, extract from the register of associations, last annual report, information from the bank);
- if applicable, notification of the right to deduct input tax;
- if applicable, written confirmation from other sponsors.

What structure and length should the project description have?

The project proposal must be presented in German on a maximum of 10 pages (Calibri, font size 11, 1.5-fold line spacing) or with a maximum of 25,000 characters (including spaces). The description should be structured as follows:

1. project objectives and methods
2. type of cooperation (use of synergy effects, sustainability)
3. source and material basis, state of research
4. work and time schedule
5. target group (specific)
6. press and public relations

Please consider the information on “national relevance” in section 2 of the [funding principles](#) and refer in the project description to the decision-relevant points mentioned under section 5 of the [funding principles](#).

To what amount may personnel costs be included?

The maximum rates set by the Federal Ministry of Finance apply for the calculation of project-related personnel costs. The overview can be found [here](#).

Which material costs are eligible for funding?

Project-related material costs are eligible for funding. Indirect costs incurred by the project, so-called overhead costs, can be claimed as a lump sum up to a maximum of twenty percent of the project expenditure (see section 4 of the [funding principles](#)). The amount of the lump sum must be plausibly justified.

Printing costs for already produced manuscripts are generally not granted. However, if printing costs are incurred as part of the project (e.g. printing of educational materials produced in the project or as part of the sustainable documentation of project results), they can be included in the overall calculation as material expenses.

How should the overview of the applicant’s already ongoing educational work be prepared?

Please submit a tabular list (max. 2 pages) of your educational formats.

What does the application deadline mean?

All applications submitted to the Federal Foundation for the Reappraisal of the SED dictatorship by 15th February 2021 are considered to have been submitted on time. It is not sufficient to simply send or hand in the application to a postal or transport company by 15th February 2021 with the corresponding postmark or posting receipt. For reasons of funding law and in the interest of equal treatment of all applicants, the Federal Foundation cannot allow any exceptions.

Why is it mandatory to hand in the application documents in printed form?

Only the original signature is legally binding. It is therefore not admissible to send the application alone by fax or e-mail.

Can missing documents be submitted after the deadline?

Applications for project funding must be submitted complete and on time. This applies in particular to the project description and the detailed financing plan. In individual cases, necessary documents may be submitted after the deadline. However, this only applies if you are not responsible for the reasons for late submission (e.g. in the case of funding commitments from third parties) and if you have expressly pointed this out in the application.

How does the review process take place?

The Federal Foundation for the Reappraisal of the SED dictatorship checks all applications received for completeness and compliance with the formal and substantive criteria of the funding programme. The application documents are then sent to an independent jury. On the basis of the documents, the jury gives a recommendation on eligibility for funding, which is forwarded to the Federal Government Commissioner for Culture and Media for final decision.

When will I be notified about a decision on my application?

Approximately 8 to 10 weeks after the application deadline, applicants will be informed whether their project is in principle eligible for funding. The final approval of funding will then be given by means of an award notice. A claim to funding exists only after the award notice's receipt and legal effect. Generally, project implementation may only begin from this point in time.

Please note: The award notice is an administrative act against which an appeal may be lodged within one month. In principle, this administrative act does not become legal until the period for appeal has expired. However, the grant recipients may waive the right to appeal in writing. In this case, the award notice becomes legally binding upon receipt of this written waiver of appeal by the Federal Foundation for the Reappraisal of the SED dictatorship.

Can the project be started before the funding authorities have made a decision?

The legal regulations state that a grant may only be awarded if the project has not yet been started at the time of the funding decision. If, for compelling reasons, you intend to start work on your project before the funding decision has been received and taken into legal effect, you must submit an informal application to the Federal Foundation for “approval of the premature start of measures”. Once this application has been approved, project implementation can begin.

Please keep in mind: No conclusion can be drawn from an approval of the early commencement of measures to a positive funding decision! Until a decision has been made on your funding application, applicants therefore act at their own risk. There is no claim to reimbursement of expenses already incurred.

In order to minimise financial risks, we recommend that you only conclude contracts with a right of withdrawal until the funding decision has been announced. This means that the contracts can be cancelled if your application is rejected.