Creative Europe
Push Boundaries

Funded by the European Union

IMPLEMENTED BY THE GOETHE INSTITUT



Call for Residency Hosts

from 15 October 2026 - 18 January 2027

Artwork: ©Goethe-Institut/European Union 2026, Image Source: Pexels, Adobe Stock, Pixabay.

Culture Moves Europe – Call for Residency Hosts 2026-2027

ACCESSIBILITY

If you use a screen reader or other assistive equipment and experience any issues accessing this document, the Goethe-Application Portal (GAP), or the website, please contact us at *CultureMovesEurope@goethe.de*. A member of our team dedicated to accessibility will support you.
Note that this document follows the European format for writing numbers: 1.200,00 € = one thousand two hundred Euro.

LANGUAGE

English is the shared working language of Culture Moves Europe, used throughout the call document and all other materials, and also by the team, the evaluators, and the jury. Therefore, all applications must be submitted **in English**. Nevertheless, the English skills of applicants will not be evaluated.

Not comfortable with the English language?

- For assistance in other languages, contact your local *Creative Europe Desk*.
- Use online translation tools to translate this document, the application form, etc.

GOOD TO KNOW

- Applicants don't need any previous experience with international applications.
- Residency hosts from all levels of experience are welcome.
- Before applying, read the whole call document carefully. You can also check the *FAQs* and other resources on our *website*.

Contents

What is Culture Moves Europe? 1
- Which sectors does Culture Moves Europe support? 2
- Which are the Creative Europe countries? 2

Call for Residency Hosts 2026-2027 3

Key deadlines 4

Eligibility criteria 6
- Who can apply? 6
- Who can reapply? 6
- What is eligible under this call? 7
  - *Objectives 7*
  - *Location 8*
  - *Duration 8*
  - *Services and activities 9*
  - *Hosted artists and cultural professionals (the residents) 9*
- Residency project examples... 10
- What is not eligible under this call? 11

How is the grant calculated? 14
- Hosting allowance 15
- Daily allowance 15
- Travel allowance 15
- Top-ups 16
- Accessibility support 17

Application and assessment process 19
- How to apply? 19
- Application form (details, concept, budget, documents, etc.) .. 20
- Decision making 22
  - *Evaluation criteria 22*

What happens if you receive a positive result? 25
- Selection of your residents 25
- Residency info card 29
- Different information between your application and the residency info card 32
- Residency grant calculation example 33
- Grant agreement 33
- What happens if you need to change plans after the signature of the grant agreement? 34
- Payment of the residency grant 36

Role and responsibilities of residency hosts 37
- What is your role as a host? 38
- The hosting team 39
- Host-resident agreements and payments 40

Activity report 43
- Supporting documents of the activity report 44

What is the accessibility support? 47
- What support is available? 48
- How is the accessibility support calculated and paid? 49
- How to request accessibility support? 50
- Activity report: proof of accessibility support 52

Communication 54

Data protection 54

Online events 55

For more information and resources 56

Application eligibility checklist 57

What is Culture Moves Europe?

Culture Moves Europe is a mobility scheme that promotes cultural and artistic mobility by supporting individual mobility and residency projects across all Creative Europe countries[1] It supports artists and cultural professionals by giving them funds to travel and carry out a project in another Creative Europe country.

The scheme consists of two call types:

1. The **Call for Residency Hosts**, for legal entities who want to host residencies with international artists and cultural professionals.
2. The **Call for Individual Mobility**, for artists and cultural professionals who want to travel and implement a project with an international partner.

Culture Moves Europe aims for gender, geographical, regional and sectoral balance, and encourages sustainability and inclusion. The values of the European Union are at the core of Culture Moves Europe. Applicants, grantees and any project implemented under this Call for Residency Hosts must fully respect the EU values of human dignity, freedom, democracy, equality, rule of law and respect for human rights, including the rights of persons belonging to minorities.[2]

This project is an action of the Creative Europe programme funded by the European Union. It is implemented by the Goethe-Institut on behalf of the European Commission.

[1] The list of countries participating in Creative Europe is liable to change; please see the following page from the European Commission for up-to-date information: *https://culture.ec.Europa.eu/resources/creative-Europe-desks*.

[2] As stated in the article 2 of the Treaty of the European Union *EUR-Lex - 12012M002 - EN - EUR-Lex*, and the principles enshrined in the Charter of Fundamental Rights of the European Union, particularly the Article 217 *EUR-Lex - 12012P/TXT - EN - EUR-Lex (europa.eu)*.

Which sectors does Culture Moves Europe support?

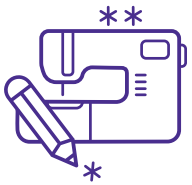
The scheme covers the following sectors:



Architecture



Cultural Heritage



Design & Fashion Design



Literature



Music



Performing Arts



Visual Arts

Which are the Creative Europe countries?

The Creative Europe countries include the **27 EU Member States** (Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden) and **Albania, Armenia, Bosnia-Herzegovina, Georgia, Iceland, Kosovo[3], Liechtenstein, Moldova,Montenegro, North Macedonia, Norway, Serbia, Tunisia, Ukraine**.

This includes the **Overseas Countries and Territories** (OCT) and **Outermost Regions** (OR) of the European Union:

- Greenland (Denmark);
- French Guiana, French Polynesia, French Southern and Antarctic Territories, Guadeloupe, Martinique, Mayotte, New Caledonia, Reunion Island, Saint Barthelemy, Saint-Martin, St. Pierre and Miquelon, Wallis and Futuna Islands (France);
- Azores, Madeira (Portugal);
- Canary Islands (Spain);
- Aruba, Bonaire, Curaçao, Saba, Sint Maarten, Sint Eustatius (The Netherlands).

[3] This designation is without prejudice to positions on status and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

Call for Residency Hosts 2026-2027

What is the Call for Residency Hosts?

Through the Call for Residency Hosts 2026-2027, we provide financial support to legal entities (organisations or individual professionals) wishing to host artists and cultural professionals (referred to as *residents*) for one residency project.

Culture Moves Europe encourages collaboration between hosts, artists, and cultural professionals from different sectors, backgrounds, and countries. The scheme aims to contribute to a diverse, interconnected artistic and cultural ecosystem in Europe and beyond.

If you are a legal entity, you can apply with a residency project to host international artists and cultural professionals. The residents must be based in another Creative Europe country.

The process consists of **2 phases**:



Phase 1

1. Interested legal entities submit their residency project proposals.
2. Assessment of applications and communication of results.





Phase 2

1. Successful applicants can select their residents and submit the second part of their application – the residency info card.
2. After its approval, and signature of the grant agreement, the residency project can start.

Key deadlines

Phase 1:

1. Application

The Call for Residency Hosts 2026-2027 is open for applications from **15 October 2026 to 18 January 2027, 23:59:59 CET**.

2. Results

The evaluation process lasts approximately 2 months. Applicants will be notified of their results by **9 March 2027.**

Phase 2:

3. Residency info card

If successful, hosts can proceed to select the residents and submit the residency info card at any time between **9 March 2027 and 31 July 2027 23:59:59 CEST.** Residency info cards are reviewed on a rolling basis.

4. Signature of grant agreement

Once your residency info card is approved, the Culture Moves Europe team begins preparing the grant agreement. This takes up to 30 days. The first instalment is only paid after the Goethe-Institut and the host have signed the grant agreement.

5. Residencies implementation period

After signing the grant agreement, hosts can carry out their residency **from 12 April 2027 (earliest start date) until 31 March 2028 (latest end date).**

6. Activity Report

Once the residency project is completed, hosts must submit an activity report **within 30 days of the end date of their project**. After approval of the activity report, the Goethe-Institut proceeds with the balance payment.





Eligibility criteria

Eligibility criteria

Who can apply?

- The call is open to legal entities, such as **non-profit organisations, NGOs, public bodies, foundations, companies, self-employed persons,** etc.
- The legal entity must be registered in the same Creative Europe country, including the OCTs/ORs, in which the residency project is implemented.
- It can be a newly established or well-established entity and must be active in one of the following sectors: architecture, cultural heritage, design and fashion design, literature, music, performing arts, and visual arts.
- The legal entity must have the capacity (i.e., facilities, services, staff) to host the proposed residency project.

Who can reapply?

As long as your legal entity meets the criteria set out above, it is eligible to reapply.

Furthermore:

- Legal entities that have already applied for or received a grant as Residency Host from Culture Moves Europe can apply again.
- If a representative or member of the legal entity has previously applied for or received any type of support through a Culture Moves Europe Call for Individual Mobility, the legal entity can still apply for this call. The two calls are independent from one another.

What is eligible under this call?

Culture Moves Europe supports projects which fulfil the following criteria:

Objectives

Your residency project must pursue **two** of the following objectives:



To explore

…to conduct creative and artistic research, investigate, draw inspiration and work on a specific theme or new concept.



To create

…to engage in a creative process seeking to produce a new piece of artistic or cultural work.



To learn

… to enhance competences and skills, for example, through collaboration with a specialist.



To connect

… to develop a professional network, engage with audiences, peers or stakeholders.



To transform

...to contribute to societal change in line with the New European Bauhaus values and principles.

What is the New European Bauhaus (NEB)?

Applicants who choose the objective “To Transform” are expected to design their residency in line with the values and principles of the New European Bauhaus (NEB), such as sustainability, aesthetics, and inclusion.

About the initiative - New European Bauhaus - European Union

Location

- Your residency project must be implemented in the Creative Europe country where your legal entity is registered.
- You should define a main geographical location (e.g. city or village) where the residency is implemented and where the residents are accommodated. However, you can also implement a part of the residency in other locations within the same country (including temporary accommodation there), if this is necessary to achieve the residency's objectives and is clearly justified in the application.
- The residency project must take place in a country where there is no serious threat to safety and security.

Duration

- The duration is the number of days the residency project is implemented with all your residents. All residents must be present for the entire duration of the same residency project.
- The duration does not include the host's preparation days before the start, or the residents' travel days to and from the residency location.
- The residency duration can range between 21 and 90 days.
- Based on the duration, the residency is categorised as short-term (21 to 31 days), medium-term (32 to 62 days), or long-term (63 to 90 days).
- You must implement the residency project in one continuous period; it cannot be interrupted and split into separate phases.

✔ Services and activities

- Your legal entity must provide adequate working space, equipped with the necessary material, tools, and equipment for the implementation of the residency project.
- You must provide the residents with appropriate and safe accommodation, either on your premises or at an external location (which can be rented).
- You must not charge any fee to the residents for their participation in the residency project.
- The residency must include at least one mentor who is a staff member or collaborator of the legal entity. The mentor should provide artistic guidance to the residents and must have expertise related to the topic of the residency. There are no restrictions regarding the mentor's nationality or place of legal residence.

✔ Hosted artists and cultural professionals (the residents)

- You can host between 1 and 5 residents who legally reside in other Creative Europe countries (nationality is not relevant).
- More information about the eligibility of residents is available in the section *'Eligibility of your residents'*.

Residency project examples...

Here are some examples of residency project ideas, so you can imagine what's possible with Culture Moves Europe.

Apertum Ars, a company based in Spain and active in the sectors of **architecture and design,** applies to host a residency.

They wish to invite 3 residents for a period of 71 days. The goal of the project is to design and create an adult playground for recently arrived young asylum seekers. Their proposed space includes green areas, space to socialise, leisure facilities, and a fitness area. It has the objectives 'To Transform' and 'To Learn'.

The cooperative *Dancing Different,* based in Poland and active in the sector of **performing arts,** wants to host 2 residents for a duration of 36 days.

The residency's objective is 'To Explore', and 'To Connect' artists' work through empowerment, nature and somatic practices.



What is **not** eligible under this call?

This call doesn't support any application that doesn't meet the eligibility criteria outlined in the previous section.

Note that **incomplete or inconsistent applications will be considered ineligible** (E.g: required fields left blank, supporting documents missing or incorrect, or details in the application form that do not match the supporting documents – see *'How to apply?'* for more.

The application will also be ineligible if **any** of the following specific conditions apply.

✕ The legal entity is **not eligible** if:

- it submits multiple applications under the Call for Residency Hosts 2026-2027. Only the first submission will be considered; the rest will be ineligible.
- the entity or its personnel is part of, or employed by:
  - the Culture Moves Europe pool of evaluators;
  - the Goethe-Institut;
  - EU institutions or agencies.
- It is ineligible due to ongoing EU sanctions.[4]
- it benefits from additional support, at least partially financed by the EU budget, for the same residency project, provided that this support at least partially relates to the same dates and the same cost items covered by Culture Moves Europe.
- It charges fees to the invited residents for their participation in the residency.

[4] (1) It shall be prohibited to provide direct or indirect support, including financing and financial assistance or any other benefit under a Union, Euratom or Member State national programme and contracts within the meaning of Regulation (EU, Euratom) 2024/2509 of the European Parliament and of the Council, to: (a) a legal person, entity or body established in Russia; (b) a legal person, entity or body whose proprietary rights are directly or indirectly owned for more than 50 % by an entity referred to in point (a) of this paragraph.
(2) The prohibition in paragraph 1 shall not apply to: e) mobility exchanges for individuals and people-to-people contacts.

✕ The residency project is **not eligible** if:

- It starts before 12 April 2027, or ends after 31 March 2028, or has already been completed.
- It is considered as contributing to the residents' or the hosting team's academic degree (including post-graduate qualification).
- The residency host plans to invite ineligible residents. See section '*Eligibility of your residents'* to know about residents' eligibility criteria.
- It is exclusively covering the audiovisual sector, connected to the film industry, and with the aim of the results being prominently displayed in public on different media, such as TV, cinema, paid streaming, or gaming platforms.
- It exclusively focuses on non-fiction works, including: autobiographies, biographies, essays without fictional elements; tourist guides; leisure and personal development-related works; scientific and academic works (including the humanities, social and other sciences).
- It only presents residents' previous work in a professional setting (exhibition, concert, performance, vernissage).



Residency grant calculation

How is the grant calculated?

A residency grant is the total financial support provided to the host by the Goethe-Institut. This amount must be divided between the hosts and the resident(s) in a timely manner and according to the rules of this call.

This grant operates on **a fixed-amount** payment approach, meaning that the amounts indicated are granted regardless of the actual expenses. The residency grant is calculated based on the residency duration, the number of residents, and any requested top-ups relevant to the specific needs of the residents. The maximum amount of a residency grant is 55.000 €, or 60.000 € if accessibility support is included.

At the application stage (Phase 1), the grant amount is an estimate. The final amount is calculated and confirmed in Phase 2, upon the validation of your residency info card (please see '*What happens after you've received a positive result?'*.)

The residency grant is composed of **five elements**:



For the host:

- **Hosting allowance**
- **Accessibility support** (if hosting a resident with a disability and accessibility needs)



For each resident:

- **Daily allowance**
- **Travel allowance**
- **Top-ups** (if applicable and requested)
- **Accessibility support** (if applicable and requested)

Hosting allowance

This is the **financial support given to the legal entity** to contribute to expenses related to the implementation of the residency, such as residents' accommodation, mentor remuneration, etc.

- **50 € per day, per resident.**

Daily allowance

This is **a fixed amount per day that each resident must receive** to support their daily expenses, such as food, throughout their residency (travel days are not included).

- **30 € per day, per resident.**

Travel allowance

This is the compensation for each resident's travel expenses. The travel distance is the distance between the resident's place of residence to the project's main location:



under 5.000 km = 400 €

from 5.000 km = 800 €

The distance is measured as a direct line between the two points – not the distance they would actually travel by road, rail or air. The residency info card includes a distance calculator for this purpose.

For more information about travelling rules, please see section *'Resident's travel rules'*.

Top-ups

Top-ups are fixed additional financial contributions for residents who meet specific conditions. Please note that it is the **responsibility of the host to request the top-ups** in the residency info card on behalf of the residents. Top-ups cannot be requested at a later stage.

- The host will need to provide supporting documents at the activity report stage, on behalf of the resident(s), to demonstrate they meet the conditions. For more information, see section *'Supporting documents of the activity report'*.
- Top-ups can be requested if the residents meet the conditions below:



Green mobility top-up

- For residents who decide to travel by greener means of transport (any other means than airplane).
- The distance (straight-line) between their place of residence and the destination must be 600km or more.
  400 € per resident



OCT/OR top-up

- For residents who legally reside in, or have as their destination, an OCT/OR (see section *'Which are the Creative Europe countries?'*).
  175 € per resident



Visa top-up

- For residents who must obtain a visa to enter the destination country.
  120 € per resident

Family top-up

- To support residents with children under the age of 18 years old at the time of the residency implementation.
- Bringing children to the residency project is optional. Residents will receive the top-up even if their children stay at home.

  200 € per child, per resident

Accessibility support

The accessibility support is available for **residents with a disability and accessibility needs**. If applicable, their host may also receive an additional financial contribution.

The host must request it in the Residency Info Card on behalf of the residents with a disability. For more information, please see the section *'What is the accessibility support?'*.



Application and assessment (Phase 1)

Application and assessment process

How to apply?

To apply for the Call for Residency Hosts 2026-2027, you need to create an account and submit an online application via the *Goethe-Application Portal* (GAP): *https://portal.gap.goethe.de/en-US/*

You may also check a *tutorial video* explaining how to create a GAP account and navigate the portal.

Step by step:

1. Using the link above, create a GAP account and register as an ‘Organisation/Enterprise’;
2. Select 'Culture Moves Europe', then ‘Call for Residency Hosts 2026-2027’;
3. Complete the form in English. The level of English is not taken into consideration, and you are free to use online translation tools.
4. You can save and edit the application until final submission. Draft applications can be worked on for the whole duration of the call. Once you submit your application, it cannot be changed.
5. You will receive an automatic email confirmation after submitting your application.

Please note that applications that are written or submitted by third parties or persons not authorized to represent your legal entity cannot be accepted.

Application form

Here, we will go through the most important sections of the application form, highlighting the information we require in each part.

Please note that an application is eligible only if its complete, with no supporting documents missing, no required fields left empty, and if all the information between the application form and supporting documents is correct and consistent.

For any **technical issue**, please contact the Culture Moves Europe team via the 'Message' section on the *Goethe-Application Portal* (GAP).

1. Applicant details: information about the applicant legal entity

In this section, you will be asked to provide **key details about your legal entity**. This includes a description of the legal entity, its current address, and a summary of relevant hosting experience and previously implemented activities. You'll also need to enter details about the **hosting coordinator**, who is the person responsible for the application and the overall coordination of the residency.

2. Project details and budget estimate

In this section, you'll need to indicate the **duration** (number of days) of your residency project and the **number of residents** you wish to host. These two elements will serve as the basis for estimating your residency grant. You will also be asked to provide the **location** where your residency will take place.

3. Your residency project: concept, organisation, outcomes

Here, you will need to **present your project (concept, activities, objectives, longer-term outcomes, environmental sustainability aspects etc.).** This is the longest section of the application, and it is your opportunity to clearly describe your residency project and demonstrate your preparedness to welcome the residents.

Tip: When writing your project, make sure to use clear and objective language, and concrete ideas. This will help evaluators to better understand your proposal.

4. Supporting documents

The application form then invites you to upload **3 types of documents**: proof of the legal entity, legal entity's artistic portfolio or promotional report and mentors' curriculum vitae.

The following documents should be uploaded in **PDF format**. Make sure that each document can be easily read (E.g. not blurry, pixelated, or a corrupted file). Documents (legal entity's artistic portfolio or promotional report and mentors' CVs) uploaded in the application are made available to evaluators to support the evaluation process.

Proof of the legal entity

Document proving that the applicant is a legal entity, including its legal form, and that it is **registered** in the Creative Europe country where the project will be implemented.

E.g. official registration extract, status stamped and dated, etc.

- In any language.

Legal entity's artistic portfolio or promotional report

Document briefly presenting the profile and relevant expertise of the legal entity.

E.g. presentation of the entity's mission, annual activities, presentation of the staff, etc.

- In English.

Mentors' short Curriculum Vitae (CV)

A short document summarising personal information, contact details, relevant education or training, and professional experience (should be 1-2 pages).

- One CV per mentor.
- In English.

Decision making

Once the call closes, the Culture Moves Europe team will review the eligibility of each application:

- If the application is not eligible, it will be rejected. This means it will not proceed to external evaluation, and a notification email will be sent to the applicant.
- If the application is eligible, two independent external evaluators will review applications within their sector of professional expertise.

Each application will be evaluated based on the following criteria:

Evaluation criteria

1. Project objectives: To what extent is the residency project defined and developed around the two selected objectives (to connect, to learn, to explore, to create, to transform)? **4/20 points**
2. Planned activities: To what extent do the activities allow the host and residents to achieve the project objectives and intended outcomes, and justify the residency duration? Are the roles of the hosting team defined, and adequate to support the planned activities? **4/20 points**
3. Selection process: Is the method used to select residents justified and coherent with the residency objectives? Is the selection process transparent and based on defined criteria? **1/20 points**
4. Mentors and mentoring plan: To what extent is the mentoring plan clearly defined and developed? Are the mentors and their expertise adequate to facilitate a fruitful residency? **2/20 points**
5. Premises, facilities and accommodation: To what extent are the premises, facilities and accommodation adequate to support the project activities and meet residents' needs? Will they ensure a safe, secure and productive stay for the residents? **3/20 points**
6. Longer-term outcome: To what extent will the project strengthen the host's ability to organise international residencies? Are the desired outcomes credible? Do the outcomes go beyond the host to have an impact on residents' careers, on the local community and on the internationalisation of the arts and culture sector (local arts scene, international field, etc.)? **4/20 points**
7. Environmental sustainability: To what extent does the applicant include environmental sustainability at all levels of the project (activities, project content, working space and accommodation, etc.)? If applicable, this can include explaining why further progress cannot be made (e.g. due to the nature of the entity or the location). **2/20 points**

Due to the available budget, the Call for Residency Hosts divides projects based on **3 duration categories**, with the estimated distribution of selected applications as follows:

- Approximately **60% for short-term residencies** (21 to 31 days)
- Approximately **25% for medium-term residencies** (32 to 62 days)
- Approximately **15% for long-term residencies** (63 to 90 days)

A jury will make the final selection. The jury consists of a minimum of three people, with representatives from the European Commission and the Goethe-Institut. The jury ensures the quality, impartiality, and coherence of the selection process. Considering the available budget, the jury selects projects based on quality and additional criteria such as geographical balance and sectoral representation.

You will receive a **notification email by 9 March 2027 with your result. Please note that feedback is not provided.** If you believe that your application was rejected due to an error in the assessment process, you can submit a formal request by email to *culturemoveseurope.query@goethe.de*.



Residency Info Card (Phase 2)

What happens if you receive a positive result?

If your application is selected, you will enter **Phase 2**. At this stage, your funding is not yet confirmed.

Phase 2 is the period where you select your residents and finalise all project details. You can only start your residency after this information is approved by the Culture Moves Europe team and the grant agreement has been signed by both sides.

Selection of your residents

You can select your residents with one of the following methods:

- **Direct invitation:** You may directly invite artists and cultural professionals whose work is relevant to your residency.
- **Open call:** You can also launch your own Open Call for residents specifically for this residency. It will be your responsibility to manage the call, including the promotion and selection criteria; Culture Moves Europe is not involved in this process.
- **A combination of the two methods.** E.g., if you plan to host four residents, you can invite one directly and find the other three through an open call.

Please note that the selection method must be in line with what you have indicated in your application form.

Eligibility of your residents

As a host, you can decide the profile of artists and cultural professionals that best fit your project and select a combination of residents from different sectors, countries, and professional backgrounds.

*Who **can** be a resident?*

The invited artists and cultural professionals are eligible if they:

- legally reside in one of the Creative Europe countries, including the OCTs and ORs, other than the host's country, when they are selected **and** during the residency project;
- are aged 18 years old or older. There is no upper age limit;
- are emerging or established artists or cultural professionals from all levels of experience and backgrounds;
- are active in at least 1 eligible sector: architecture, cultural heritage, design and fashion design, literature, music, performing arts, and visual arts.

Culture Moves Europe supports free artistic creation, expression and circulation. Artists and cultural professionals living in exile, legally residing in a Creative Europe country, and with a refugee or humanitarian protection status, are encouraged to apply.

*Who **cannot** be a resident?*

The invited residents are **not** eligible if they do not meet the criteria mentioned above, or if they meet **any** of these conditions:

- they were already residents of another project selected under the Call for Residency Hosts 2025-2026 or 2026-2027;
- they receive a grant from the Culture Moves Europe's Call for Individual Mobility for the same project;
- they benefit from another additional support, at least partially financed by the EU budget, for the same residency project, provided that this support at least partially relates to the same dates and the same cost items covered by Culture Moves Europe.;
- they reside in an OCT/OR linked to the Creative Europe country where the legal entity is registered, or vice versa;
- they are mentors of the residency project;
- they are currently in the Culture Moves Europe pool of evaluators;
- they are staff members of the Goethe-Institut;
- they are staff members of the institutions and agencies of the European Union;
- they are under ongoing sanctions imposed by the European Union.[5]

[5] (1) *It shall be prohibited to provide direct or indirect support, including financing and financial assistance or any other benefit under a Union, Euratom or Member State national programme and contracts within the meaning of Regulation (EU, Euratom) 2024/2509 of the European Parliament and of the Council, to: (a) a legal person, entity or body established in Russia; (b) a legal person, entity or body whose proprietary rights are directly or indirectly owned for more than 50 % by an entity referred to in point (a) of this paragraph.*
(2) The prohibition in paragraph 1 shall not apply to: e) mobility exchanges for individuals and people-to-people contacts.

Resident's travel rules

General rules

- Residents must start the travel for the residency project from their place of legal residence.
- The journey can include stopovers, but complete proof of travel from the place of residence to the residency location will be requested in the activity report.
- Eligible means of travel (train, bus, plane, etc.) depend on the distance between their place of residence and the residency project. We measure this distance as a direct line between the two points – not the distance they would actually travel by road, rail, or air.

Rules for travel distances below and above 600 km

- Residents can travel by airplane to the destination only if the straight-line distance between their place of residence and the project location is **600 km or more.**
- **They must travel to the destination via greener means of transport** (any means other than airplane) if the straight-line distance between their residence and the project destination is **less than 600 km**.

  They are exempt from this rule in case they have a **disability** or **health condition** which prevents them from travelling green,[6] or if they **reside in or plan to travel to an island which is only accessible via airplane**;
- If they choose to travel to the destination using greener means of transport for a distance of 600km or more, they are eligible to request the green mobility top-up. For more information, see the section *'Top-ups'*.

[6] In case a resident cannot travel green due to health conditions, please mention it while completing the residency info card and submit a supporting document. For that purpose, we accept any medical certificate or report written by a qualified doctor or other registered medical practitioner, including registered psychologists when relevant, that confirms their health condition affects the ability to travel. This document must be signed and dated.

Residency info card

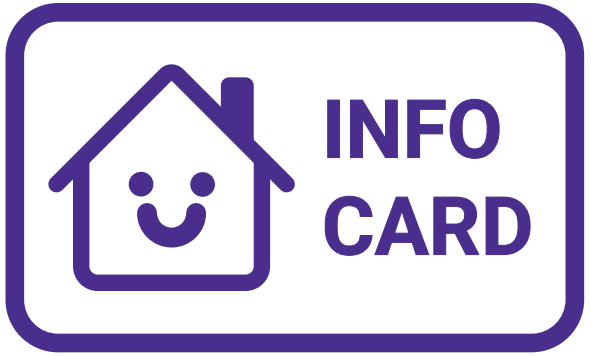
What is the residency info card?

The residency info card is **a form you will need to fill in on the Goethe-Application Portal if you receive a positive result in Phase 1**. After its submission, the Culture Moves Europe team will check the eligibility of residents and calculate the final amount of your residency grant.

In the residency info card, you will be asked to provide the following information:

- The final **details of your project**, including the duration and the number of residents.
- **Information on the residents, and documents** you have collected on their behalf. You can find more information in the section '*Supporting documents in the residency info card*'. If residents are under legal guardianship, we can provide individual advice on the application process.
- **Contact details of the residents**, with their consent. Our team will contact them to share some guidelines and send a feedback survey at the end of their mobility experience.

You must request the top-ups and accessibility support applicable to each resident in the relevant section of the residency info card. These cannot be requested at a later stage. See section *'Top-ups'* and section *'How to request accessibility support?'* for more information.



When to submit the residency info card?

This form is accessible in GAP **from 9 March until 31 July 2027**. Like the application form, it can also be saved and edited until you submit it.

The Culture Moves Europe team will review residency info cards on a rolling basis**.** Please keep in mind that, after submitting your residency info card, it takes up to 30 days to prepare the grant agreement. You can only start your residency after the grant agreement has been signed and returned. To ensure a smooth process, we recommend you submit the info card at least 30 days before your residency starts, and by 31 July 2027 at the latest.

Please remember that **no info card submissions will be accepted after the deadline.** Hosts who do not complete and submit their residency info card within the deadline will be **excluded** and will not receive support.

Supporting documents in the residency info card

For each resident, you will need to upload the following documents in **PDF format**.

Short curriculum vitae (CV)

- A short document summarising personal information, contact details, relevant education or training, and professional experience (should be 1-2 pages).
- Must be **in English**.

Artistic and creative portfolio

- This is designed to showcase their artistic and creative work.
- The descriptions of their work must be in English.

Official national identification

Official document to prove the resident's identity.

We accept any of the following documents: Passport; National identity card; Refugee or humanitarian protection status documents.

- The document must be valid at the time of the application.
- In any language (short explanatory note in English may be requested).

Proof of legal residence

Document proving the resident is legally registered in their country of residence, indicating their name and full address at the time of submitting the Residency Info Card.

We accept any of the following documents: valid registration certificate; valid ID card if it includes their address; current signed rental/lease contract.

We also accept the following documents, if dated within the last 12 months: documents from state and tax authorities; bank statements; electricity, water, or gas bills; insurance documents; payslips.

- Must be the same address as in 'Residents' details'
- In any language (short explanatory note in English may be requested).

We **do not** accept any other form of proof of residence, including phone or internet bills or receipts/invoices for goods and services, unless listed above.

If any of your residents need accessibility support, you will need to submit a supporting document. For more information check section *'What is the accessibility support?'.*

In case any of your residents require the green travel exception due to a health condition, you'll also need to submit a supporting document. More info in section *'Rules for travel distances below and above 600 km'*.

Different information between your application and the residency info card

We understand that some minor changes may occur between your initial application and the submission of the residency info card. Please note that some changes may affect the budget calculation of your residency grant.

Here we list changes that are allowed at this stage:

- **Duration of the residency project:** The duration cannot be longer than initially stated in the application form. If you wish to decrease the duration, note that it **must** remain in the same residency duration category as stated in the application. The budget will be reduced accordingly.
- **Implementation dates:** You can postpone the start of your residency if needed – as long as it stays within the eligible implementation period (see *'Key deadlines'*).
- **Number of residents**: You cannot select more residents than the number initially indicated in your application. However, if you did not manage to find all residents, you may decrease the number of residents by one person. The budget will be reduced accordingly.
- **Human resources:** You are allowed to replace the hosting coordinator, and the legal representative.

The **location** (country and town) of the residency project, including the residency work premises and accommodation, **cannot be changed** in the residency info card, as this was considered during the evaluation of your application.

Residency grant calculation example

The NGO BookSea in Luxembourg, active in the literature sector, invited three residents for a residency with the aim to explore and to promote empowerment through literature, nature and collective practices. In the initial application, they planned to host residents for 36 days, but after the selection and checking the residents' availability, they have decreased the duration to 32 days. For this reason, the grant amount is decreased.

The hosting coordinator decided to directly invite Yoan, with whom they collaborated previously. Salma and Dimitri were selected through an open call.

Yoan *travels by train from Croatia and is the father of a 3-year-old.*

Salma *takes a flight from Tunisia and needs a visa.*

Dimitri *takes a flight from Iceland.*

BookSea - host

- Hosting allowance: **4.800 €**

  (50 € x 32 days x 3 residents)

Yoan - resident 1:

- Travel allowance: 400 €
- Daily allowance: 960 €
- Family top-up: 200 €
- Green mobility top-up: 400 €

Total amount for Yoan: **1.960 €**

Salma - resident 2:

- Travel allowance: 400 €
- Daily allowance: 960 €
- Visa top-up: 120 €

Total amount for Salma: **1.480 €**

Dimitri - resident 3: (no top-ups)

- Travel allowance: 400 €
- Daily allowance: 960 €

Total amount for Dimitri: **1.360 €**

Total residency grant amount
(paid to BookSea)**: 9.600 €**

Grant agreement

1. Once your residency info card is approved and your legal entity is officially selected for funding, you will receive instructions on how to fill in your **legal entity's bank details** in the Goethe-Application Portal (GAP). The legal entity's bank must be based in a Creative Europe country. You must submit your bank details within **15 days** of the positive notification – if not, we consider this as a **rejection of the grant**.
2. Once you've provided the bank details, the Culture Moves Europe team will prepare the **grant agreement,** which is the contract document between you and the Goethe-Institut. It defines the activities that will be undertaken as part of the residency project (as outlined in your application and Residency Info Card), the budget, and other rights and obligations. It can take up to 30 days after the approval of the residency info card to prepare your grant agreement.
3. The grant agreement will be sent to you via GAP. Once you have received it, you have **15 days to sign it and send it back to us** via the same portal**.** If the grant agreement is not signed and sent back within that period, the Culture Moves Europe team considers this as **a rejection of the offer**.
4. As soon as you have signed and returned the grant agreement, the residency project can start.
5. The Goethe-Institut will send the 1st instalment of the grant within 30 days of receiving your signed grant agreement. For more information on how the grant is paid, see the section *'Payment of the residency grant'*.

What happens if you need to change plans after the signature of the grant agreement?

Your grant agreement with the Goethe-Institut requires you to carry out your residency project as described in your original application and residency info card. However, we're aware that some changes might occur after signing the grant agreement.

Changes **must be requested via GAP** and **approved in advance by the Culture Moves Europe team. They cannot be approved retrospectively**, after the residency has already taken place or after the change has already occurred. Depending on the change, an amendment to the grant agreement may be signed by both parties.

Here are the allowed changes, as long as they meet the listed conditions and do not impact the content of your project:

- **Change of the location:** If you encounter a serious and unexpected issue with your entity's premises, indicated location or accommodation, you must communicate it to the Culture Moves Europe team and we must approve the alternative locations.
- **Change of the legal representative:** The legal representative of your legal entity is the person who signs the grant agreement (see section *'The hosting team'*). In case this person must be replaced, you have to immediately inform our team via GAP, so that an amendment to the grant agreement can be signed.
- **Change of the hosting coordinator:** You may also need to change the hosting coordinator, who is the contact person of the project (see section *'The hosting team'*). You should inform the Culture Moves Europe team as soon as possible.
- **Change of the mentor**: Subject to discussion with the Culture Moves Europe team, you can change 1 or more mentors (see section *'The hosting team'*.). You will need to provide evidence that the mentor has cancelled the collaboration, or that serious issues with the mentor prevent them from collaborating in the project. Each residency must have at least 1 mentor.

These changes may impact the residency grant:

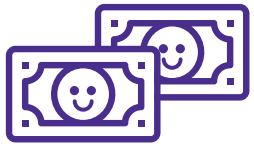
- **Changes to the duration of your residency**: If you need to reduce the length of the residency before the start or during its implementation, you must make sure that it remains within the same duration category (see section *'What is eligible under this call?'*), and that you and your residents can still carry out all the activities as described in your application.

  If needed, the residency duration can be extended, but only at your own expense.
- **Changes of the residents**: If a participant needs to drop out or be replaced before the start or during the residency, the hosting coordinator must contact the Culture Moves Europe team as soon as possible.

Payment of the residency grant

The residency grant is paid in full to the legal entity by the Goethe-Institut, but it must be split between the host and the residents. The legal entity is responsible for paying the agreed amount to the residents.

The residency grant is paid in **2 instalments**, in Euro, to the legal entity's bank account specified in the grant agreement.



1. The **first payment** is processed within 30 days after you've returned the signed grant agreement, and includes:

- 60% of the hosting allowance;
- 60% of the travel and daily allowance;
- 60% of the accessibility support (if applicable).



2. The **second payment** is processed within 30 days after full approval of your activity report by the Culture Moves Europe team (see *'Activity report'*), and includes:

- the remaining 40% of the hosting allowance;
- the remaining 40% of the travel and daily allowance;
- the remaining 40% of the accessibility support (if applicable);
- 100% of the requested top-ups (if applicable).



Role and responsibilities of residency hosts

Role and responsibilities of residency hosts

What is your role as a host?

As the residency host, your role is to ensure the successful completion of the residency project. In particular, your responsibilities include:

- clearly informing the residents about the travel rules, the residency grant amount (and of the accessibility support, if applicable), and the requirements for receiving it;
- Requesting the applicable top-ups and accessibility support on behalf of each resident, when filling in the residency info card. (*See sections 'Residency info card', 'Top-ups' and 'How to request accessibility support?' for more information);*
- preparing the host-resident agreement (see section *'What must be included in your host-resident agreements?'*);
- transferring part of the grant to the residents (see section *'How to pay your residents?'*);
- sharing the Culture Moves Europe contact details with the residents;
- welcoming your residents and ensuring their safe and comfortable stay at the residency;
- providing adequate and decent working conditions, as well as workspaces, accommodation and safe facilities;
- submitting the activity report within 30 days after the end of the residency.

All activities organised under the Call for Residency Hosts must respect EU values. Discrimination of any kind – based on gender, race, origin, language, religion, political opinion, disability, age, sexual orientation, or any other grounds – is strictly prohibited.

The hosting team

In general, the term *residency host* refers to the selected legal entity. You also need to decide who will be involved in this project. **You can assign the roles to different team members, but one person can also take on multiple roles**:

- **Hosting coordinator:**

  The main contact person from the legal entity who maintains communication with the Culture Moves Europe team throughout the entire process. This person receives notification emails, informs about any changes and dropouts, etc. Additionally, they are the primary contact person for the residents.

  The hosting coordinator acts as the main link between the host organisation, the residents and the Culture Moves Europe team.

  For example, they provide information on the residency programming, advice on local transportation, answer accommodation queries, give payment updates, etc.

- **Legal representative:**

  The person authorised to sign official documents on behalf of the legal entity, such as the grant agreement. This person bears legal responsibility towards the European Commission and the Goethe-Institut.

- **Mentor:**

  A staff member or external collaborator of the legal entity who supports residents with artistic guidance and feedback throughout the residency. The mentor cannot be a participating resident.

Host-resident agreements and payments

The host must have a **signed agreement with each resident** defining the roles and responsibilities of both parties, as well as the method of transferring the grant to the resident. The agreements must be in English and will be requested in the activity report.

Please note that there is no contractual relationship between the Goethe-Institut and the residents.

What must be included in your host-resident agreements?

It is compulsory to include the following information in the host-resident agreement:

- **Funding visibility:** the host must clearly indicate that the residency project is supported by the Culture Moves Europe project, funded by the European Union and implemented by the Goethe-Institut.
- **Resident's individual grant amount:** the total amount to be paid to the resident and mention separately the daily allowance, travel allowance, and, if applicable, top-ups and accessibility support amounts.
- **Format and frequency of payments:** how and when payments will be made to the resident. If any specific arrangement is made with the resident, this must be clearly mentioned (e.g. if travel tickets are booked by the host).
- **Duration and time spent in the residency:** the total number of days of the residency must be clearly indicated and must correspond exactly to the duration stated in your grant agreement.

Our team will provide you with a **template** for this agreement, though its use is not mandatory; you may create your own version as long as you follow the requirements above.

How to pay your residents?

You may choose the most suitable payment method. The specific payment plan should be clearly agreed upon with each resident and outlined in the host-resident agreement. The payment should be transferred to the residents in due time.

For example, via bank transfer or cash; on a weekly or monthly basis; or in tranches before and after the project.

Travel and subsistence arrangements

Travel arrangements

- **Each resident is responsible for organising and purchasing their own travel tickets**.

  However, we understand that in some cases it may be easier for the host to book the travel on behalf of the resident. This is allowed only if it has been requested and agreed upon with the resident and must be mentioned in the host-resident agreement (See section *'What must be included in your host-resident agreements?'*).

- Regardless of the actual costs, **each resident must receive the full amount of their travel grant**.

  For example, if the host booked a return train ticket on behalf of a resident that cost 280 €, the remaining 120 € from the 400 € travel allowance must still be paid to the resident.

- You should encourage residents to check with their country's Ministry of Foreign Affairs for any travel advice, to register on a crisis prevention list, and to obtain **travel insurance** before starting the residency project. The Culture Moves Europe team cannot provide any additional information or financial support for these matters.

- If any of your residents need a **visa** to travel to your residency, in addition to the visa top-up, the Culture Moves Europe team can provide a visa support letter. You can request this via GAP.

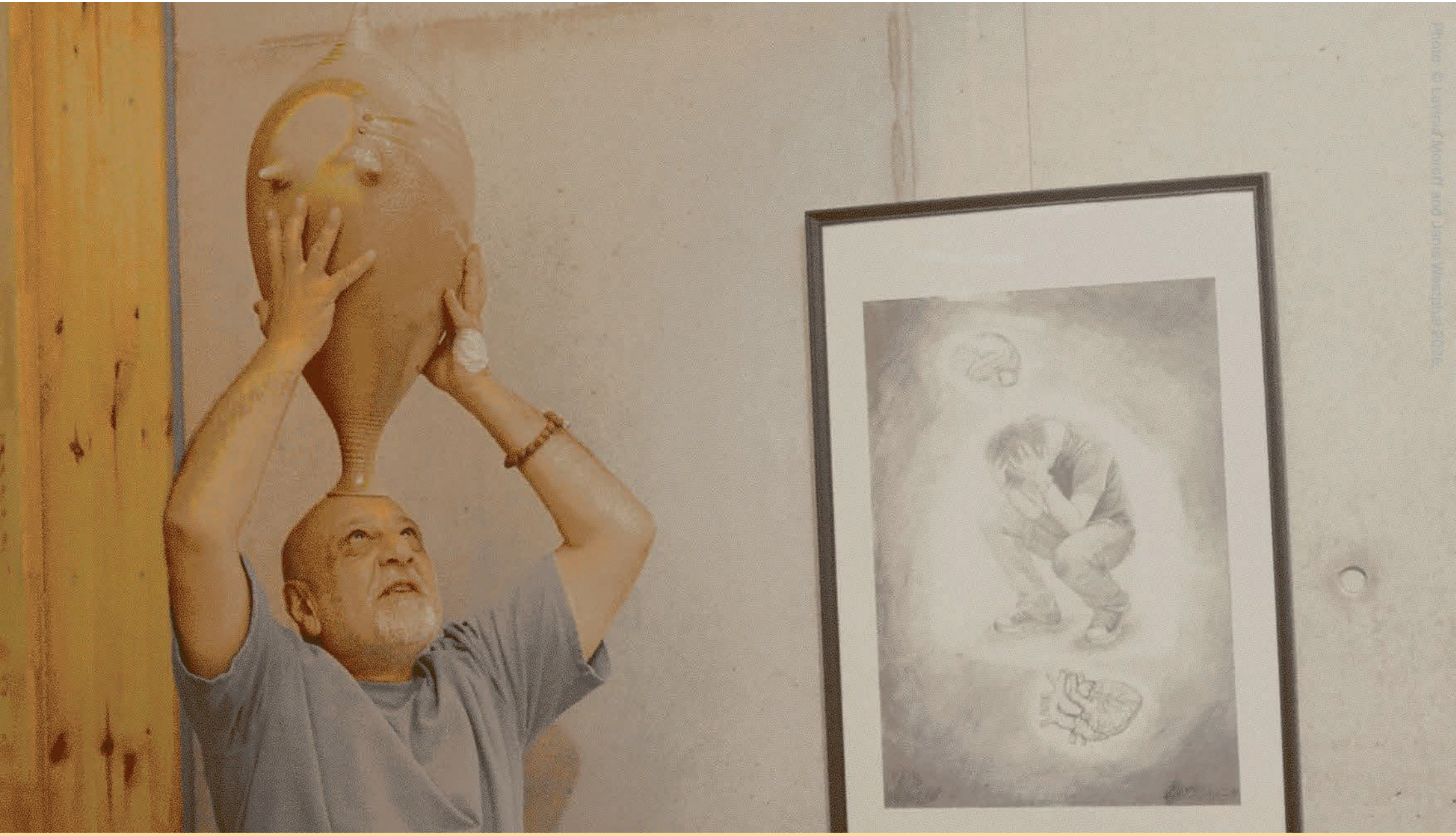
- For more information about the resident's travel, see section *'Resident's travel rules'*.

Subsistence arrangements

- The **accommodation must be provided** either at your entity's premises or externally; and this must be arranged **and paid for** by you. Accommodation should be located close to the residency workspace and ensure a safe and comfortable stay for residents.

- Where relevant, hosts can request reasonable contributions from the residents if they **provide daily meals or organise activities** that include group meals or local transportation. This must be agreed with the residents.

- If accessibility support is granted, additional requirements may apply. For more information, please check the section *'What is the accessibility support?'*.



Activity Report

Activity report

The activity report is a short form on the *Goethe-Application Portal*, which you must submit at the end of your project. The form will become available on GAP after you have sent back the signed grant agreement. Once available, you can check the form under 'My applications' > 'Reports' section.

It includes a narrative section, to briefly describe the results of your project and give your feedback, and a section where you will provide documents that demonstrate the implementation of your residency project.

You must submit the completed report **within 30 days after the end date of your residency project.** Once you successfully submit your activity report, you will receive feedback from the Culture Moves Europe team via GAP within 60 days. This may result in the need to provide additional clarification or documents as part of the review process. Once the report has been approved, you will receive a notification. It will take up to 30 days to process the 2nd payment.

In case of changes or discrepancies between the grant agreement and the information provided in the activity report, the Culture Moves Europe team will have to recalculate the overall mobility grant and adapt the balance payment accordingly.



Supporting documents of the activity report

You do not need to provide proof of all project expenses in the report, but you do need to include the documents listed below.

Please note that the Culture Moves Europe team reserves the right to request additional documents, including proof of grant payments from the host to the residents, if needed.

Proof of residency project implementation

- **1 proof related to the accommodation provided**. It can be an accommodation invoice, or a document proving that the accommodation belongs to the legal entity.
- **2 financial documents relevant to the hosting allowance,** justifying a part of the hosting expenses. E.g. expert fees payment, staff costs, equipment rental or purchase of materials etc.
- **5 files (JPG, PNG or PDFs) that prove and illustrate the implementation of your project.** E.g. photos from the project implementation, event programme, travel and environmental sustainability highlights, etc.

Proof of residents' participation

- **Signed host-resident agreement(s**) between the host and each resident.
- **Certificate(s) of attendance** signed by each resident confirming their participation for the duration of the residency project. It must include the dates of the project.
- **Proof of transportation** for each resident from their place of legal residence to the residency project premises. It must clearly indicate dates, names, place of departure and the destination. E.g., tickets or boarding passes, booking confirmation, gas receipts, etc.

Proof of residents' participation

- **Green mobility top-up**
  Travel tickets or receipts demonstrating that the **entire journey from their place of residence to the destination** was completed via greener means of transportation (any means other than airplane).
- **Visa top-up**

  Any document that proves they applied for and received a visa, e.g. proof of payment, stamped visa, etc.
- **Family top-up**
  Official document (birth certificate, family book, child's identity card, legal guardian's document, etc.) proving custody of a child below the age of 18 during the implementation of their mobility. You need to submit proof for each child.
- **OCT/OR top-up**

  Travel tickets or receipts showing travel from or to an OCT/OR.

Proof of accessibility support

For more information on what to upload in the activity report, please see the section *'What is the accessibility support?'*.



Photo: © Lavinia Moroff and Janis Westphal 2026.

Accessibility support

What is the accessibility support?

If a selected resident has a disability and accessibility needs, additional support is available.

This support recognises that people with disabilities often face additional costs and barriers to make their participation possible and accessible.

Persons with a disability

The UN Convention on the Rights of Persons with Disabilities defines persons with a disability as "*those who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others*".

Culture Moves Europe uses the terms "disability" and "persons with a disability" while recognising that language may be different across Creative Europe countries, and that individuals will have their own preferences.

Accessibility needs

If a resident has a disability, they may need support to live and participate equally in society; these are their accessibility needs.

They may include assistive equipment, accessible accommodation or transportation, a personal assistant, a sign language interpreter, easy-to-read materials, and more.

Some of these may involve extra costs, while others may be free, like needing extra time to rest or asking for flexible working hours.

Below, you will find more information about the support and how to request it.

If you have any questions, please reach out to *CultureMovesEurope.Residency@goethe.de*. The officer in charge of accessibility will get back to you.







What support is available?

Accessibility support fixed amount

A fixed amount is given to both the resident and the host.

- The **host's accessibility support** helps you provide appropriate support to the residents with a disability (e.g. accessible accommodation, a person of trust, training, etc.).
- The **resident's accessibility support** helps residents cover additional costs related to their accessibility needs (e.g. private transport, rental of assistive equipment, etc.).

Support for a personal assistant or sign language interpreter

Additionally, there is support for residents who need to pay for a personal assistant or a sign language interpreter. Note that by requesting this support, the accessibility support fixed amount will automatically be requested, too.

The resident can choose between:

A. Professional service by someone with specialised training or qualifications. This person, or their employer, must have a VAT number and be able to provide formal quotes and invoices.

B. Non-professional support, often provided by friends or family members of the resident, who cannot issue formal quotes or invoices.

Green travel exception

The possibility to request air travel for residents with a disability that prevents them from travelling green for short distances below 600 km.

How is the accessibility support calculated?

As with the rest of the grant, the accessibility support is also paid to your legal entity. It must be distributed as follows:

Kept by the host:

- **the host's accessibility support.**

To be transferred to the resident:

- **the resident's accessibility support;**
- if applicable, the amount for a **personal assistant or sign language interpreter.**

	Kept by the host	To be transferred to the resident		
Residency duration category	Host's accessibility support (fixed amount)	Resident's accessibility support (fixed amount)	Non-professional support (fixed amount)	Professional service cost
Short (21-31 days)	375 €	375 €	2.400 €	Generally, the actual costs of the service can be covered. See the following pages for more information.
Medium (32-62 days)	675 €	675 €	4.000 €	
Long (63-90 days)	1.200 €	1.200 €	6.800 €	

What is required from you as the host?

You must ensure accessible accommodation and workspace for residents with a disability, in accordance with their needs.

If a resident with a disability needs their personal assistant to stay with them, please make sure this can be arranged. You may, however, charge the personal assistant's accommodation costs separately.

How to request accessibility support?

As a host, you must request this support on behalf of your residents with a disability via the **residency info card, on the Goethe-Application Portal (GAP)**. Requests must be approved by the team and cannot be made after submitting the info card.
In the residency info card, you will need to:

1. Fill in the questions related to disability and accessibility in the residency info card section 'Participating residents' under 'Overall project details'.

If you need to request the green travel exception for short distances, fill in the relevant questions on 'Final details of your residency project' section, under 'Mobility of participating residents'.

2. Upload supporting documents on the resident's behalf and upon their consent. Make sure you have these ready.

We accept **any** of the following documents:



- Disability ID;
- Official statement, certificate, or letter from a government authority that confirms a disability;
- A medical certificate or report written by a qualified doctor or other registered medical practitioner, including registered psychologists when relevant, that confirms the resident has a disability. This document must be signed and dated.

If the resident also needs a personal assistant or a sign language interpreter, it must be mentioned in that document, or in an additional official or medical document.

In this case, depending on the choice of the resident, you will also have to submit:

A. In case of a professional service:

- a **formal quote** showing the total cost of the service, including all related costs and VAT, if applicable. It should also include other relevant details, such as dates of the service, name of the resident (the client), etc.

B. For non-professional support:

- a **short consent form** dated, completed and signed by the assistant or interpreter, along with their ID. You will receive a template for this.

The amount approved by our team will be part of the grant agreement and cannot be increased afterwards. Note that, for professional services, quotes can only be approved if they are possible in relation to the budget available.

How is the accessibility support paid?

The majority of the accessibility support (60%) is paid with the 1st instalment of the residency grant (see *'Payment of the residency grant'*). This means you, as the host, should also proportionally pay this amount to the corresponding residents (i.e. the resident's accessibility support and support for a personal assistant or sign language interpreter, if applicable).

This ensures residents with accessibility needs can cover their extra costs and participate equally.

For more information on payments to the residents, see *'How to pay your residents?'*.

Activity report: proof of accessibility support

Neither you nor the residents with a disability will need to prove how the host's and resident's accessibility support fixed amount was spent.

However, if any of your residents received **support for a personal assistant or sign language interpreter**, you must upload the following documents:

A. In case of a professional service:

- the **invoice** for this service, showing the **total cost of the service**, including all related costs and VAT, if applicable.

  It should also include other relevant details, such as dates of the service, the name of the resident (the client), etc.

  You will receive the amount indicated on the invoice, up to the amount validated in your grant agreement.

B. For non-professional support:

- a **self-declaration** confirming their support during the residency project.

  The self-declaration must be dated, completed and signed by the personal assistant or interpreter. You will receive a template for this.

On the activity report form, you will be asked to tick a few boxes and write a short text about your experience hosting a resident with a disability. It would be helpful to receive feedback on the amount, process, and how you spent the host's accessibility support.

Subject to full approval of your activity report, you will receive the remaining 40% of the accessibility support.

Accessibility support example:

.



The organisation Poets Space in Slovenia is hosting Daniel, a poet from Poland, for 25 days (short-duration residency).

Daniel travels from Poland and has a physical disability and needs accessibility support. Additionally, he requests a non-professional assistant to accompany him.

- Hosting allowance: 1.250 €
- Host's accessibility support: 375 €

Total amount for Poets Space: 1.625 €

- Daily allowance: 750 €
- Travel allowance: 400 €
- Resident's accessibility support: 375 €
- Non-professional support: 2.400 €

Total amount for Daniel: 3.925 €

Communication

When you implement your residency project, it is important to include information about the support given by Culture Moves Europe. But do not worry: with the grant agreement, you will receive all the necessary logos, a disclaimer, and guidelines for using them in your publications, posters, programmes, videos, etc.

The Culture Moves Europe team and Creative Europe Desks occasionally look for projects to further promote the mobility scheme at events, on social media or other platforms (*example of a project we used for promotion*). This means you might be contacted for promotional purposes. If that happens, and only with your consent, visual materials (e.g. pictures, videos, etc.) or project descriptions may be used by the Goethe-Institut, European Commission and Creative Europe Desks for communication purposes. If you tag us on social media platforms, the specific content in which you tag us might be reshared according specific features of the given platform.

Information related to awarded Residency grants will be published on the *Project Results Platform* of the European Commission website.

Data protection

When you apply to this call, some of your personal data (such as name, address, CV, and any other personal data contained in the requested information and documents) will be recorded and processed. Regarding requests for accessibility support and green travel exception due to health conditions, sensitive health data of your participant(s) may additionally be recorded and processed. All your data will be processed according to Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (Data Protection Directive).

Unless indicated otherwise, any personal data requested to evaluate the application in accordance with the specifications of the call will be processed solely for that purpose by the Culture Moves Europe team and the external experts from the Culture Moves Europe evaluators' pool.



Online events

These are online sessions organised and facilitated by the Culture Moves Europe team to support applicants and the selected hosts. More information about these sessions will be given in due time, either via newsletter, social media, and website, or directly to selected applicants via GAP.

- Question Time! for Residency Hosts: Question Time is an online session where a member of our team presents the call and answers questions from the audience. These monthly sessions will take place while the call is open. *Sign up for Question Time for Residency Hosts.*

- Mix and Match sessions: Online networking sessions covering each of the 7 sectors supported by Culture Moves Europe (literature, music, cultural heritage etc.). This is an opportunity for interested participants to connect, exchange contacts and perhaps find a project partner within their creative sector.

- Match-Making Sessions: Online networking sessions for the selected hosts to present their project and connect to potential residents.

- Residency Info Card Info session: This meeting will focus on the process of selecting residents and guidelines for completing the residency info card. An invitation will be sent directly to selected hosts via GAP and will not be publicly available.

- Hosts Info session: This session will offer practical guidance to selected hosts on their residency planning and implementation, including administrative and reporting requirements, as well as other key responsibilities of the hosting entity. An invitation will be sent directly to selected hosts via GAP and will not be publicly available.

For more information and resources

- Check the *Frequently Asked Questions* (FAQs) section on our *website*. Automatic translation of the website can be found on the top right corner of the page.
- Participate in our *online events* (see previous page).
- For information in other languages, you can contact your local *Creative Europe Desk*.
- For regular updates follow us on *social media platforms* and *sign up for the newsletter*.
- Watch our *video tutorials*.
- If you already have a GAP account, please send us your questions or concerns directly via the *Goethe-Application Portal* (GAP). This will make it easier to follow your case and support you better. Otherwise, our general email address is: *CultureMovesEurope.Residency@goethe.de*. Before getting in touch, please read the call document carefully, as well as the other resources mentioned on this page - most questions are already covered there.

The photos introducing each section are stills from the Culture Moves Europe videos. Check out *our videos* to get a taste of the diversity of projects supported by the scheme.



Application eligibility checklist

- ☐ I represent and apply on behalf of a legally registered entity based in a Creative Europe country.
- ☐ My entity is active in - and my project relevant to - at least one of the following sectors: architecture, cultural heritage, design and fashion design, literature, music, performing arts and visual arts.
- ☐ My entity can provide safe working space(s), accommodation (at my premises or rented), and professional mentoring for participating artists and cultural professionals (residents).
- ☐ The project addresses at least 2 of the following objectives: to explore, to learn, to create, to connect, to transform.
- ☐ The project will take place in the country where my entity is registered.
- ☐ The project duration is 21 - 90 days, starting no earlier than 12 April 2027 and ending no later than 31 March 2028.
- ☐ My entity will host 1 - 5 artists and cultural professionals legally residing in Creative Europe countries other than my own.
- ☐ All residents will participate in the same residency project, at the same time and for the same duration.
- ☐ At least one mentor is available to guide residents in their creative process during the whole time of the residency.

Documents to **upload** with the application:

- ☐ Proof of legal entity registration.
- ☐ Portfolio/description of the entity's activities (PDF, in English).
- ☐ CV or short biography of each mentor (PDF, in English).

Funded by
the European Union

IMPLEMENTED BY THE
GOETHE INSTITUT

