

Click here to enter text.

Guidelines for the Local Communities Programme

Applicable from 1 January 2024

K
RO
RO

[Add title]

Part I. Art projects

1. Objectives

KORO – Public Art Norway's Local Communities Programme is designed to stimulate the production of public art projects and contribute to professional development within the field locally, regionally and nationally.

2. Who can apply?

- Artists
- Curators
- Municipalities
- County Authorities

3. What can I/we apply for?

We accept applications for financial support and practical assistance with public art projects, including:

- The production of art projects
- Initial project development (preparatory projects)
- Production and curatorial support from KORO

4. We do *not* award funding to:

- projects that fall outside the scope of the programme
- projects in receipt of grants from other state funds
- cover general running costs
- cover deficits
- cover residency or travel-related expenses.
- projects run by state-funded art institutions or museums
- art projects that are not publicly accessible
- Art projects that are installed or take place outside Norway
- projects where the applicant has failed to submit one or more final reports (for previous projects) to KORO
- top-up funding
- student projects

5. Application requirements

You must submit your application form via KORO's online application portal before the application deadline. Your application must comply with KORO's current requirements and guidelines. Applications that are received after the deadline or that fall outside the scope of the funding programme will be rejected.

Your application must include all of the following:

- information about the person(s) responsible for the planning, financial management and implementation of the project;
- a description of the project, including information about its background, artistic content and objectives;

- a proposed schedule, budget and a documented funding plan;
- a plan for the organization and management of the project, a public engagement strategy and a plan for documenting the project; and
- if relevant, a description of requirements for production and/or curatorial assistance.

Mandatory attachments:

- CVs for the project manager(s), the participating artist(s) and other key professionals participating in the project; and
- visual materials, sketches, plans and other relevant reference materials.

In the case of preparatory projects, the maximum grant you can apply for is NOK 100,000.

6. Self-funding

There is no absolute requirement for an element of self-funding where the applicants are artists or curators. In exceptional cases, KORO can provide full funding for a project.

Where the applicant is a municipality or county municipality, the applicant is generally expected to provide at least 50 percent of the project funding. Exceptions to the minimum 50 percent rule may be made in the case of applications for funding for preparatory projects.

For all categories of applicants, their own labour can count towards the self-funding requirement.

7. Application deadline

The call for applications will be published on KORO's website. There is one application deadline each year, usually 1 February.

8. Evaluation of applications

The applications are evaluated by an expert committee appointed by KORO. Information about the members of the committee is published on KORO's website. KORO will respond to all applications in writing.

9. Grant allocation criteria

All applications will be evaluated according to the following criteria:

- artistic quality
- the extent to which the proposed project helps ensure that more people can participate in art and cultural activities, regardless of where they live and their cultural, social and economic backgrounds
- artistic, cultural and geographical diversity
- the extent to which the form of production involves a broad range of collaborating partners and audience groups
- the geographical distribution of funding
- the feasibility of the project, and the realism of the budget and schedule.

Importance will also be attached to the relevance of the application to the text of the call for applications and the programme's objectives.

10. Complaints

Complaints about errors concerning case-handling, application of law or the factual basis for a decision will be considered by the Ministry of Culture. Complaints relating to the artistic evaluation of an application are not accepted. The deadline for lodging a complaint is three weeks from receipt of the committee's decision. Complaints should be submitted to KORO.

11. Deadline for acceptance – lapse of funding offers

The funding offer will lapse if it is not accepted within the deadline stated in the funding offer letter. If you need to postpone this deadline, you must submit a written request in writing before the deadline expires. Applicants who have one or more final project reports outstanding are not eligible for grant funding from KORO.

12. Implementation

Projects that are awarded funding can be implemented according to different models, according to the type of project.

You can apply for support from a curator and/or producer from KORO with the development and production of your project. The precise nature of any support that is approved will be agreed with the successful applicant in each case. KORO may impose a condition that its funding/support is earmarked for specific aspects of the project.

Municipalities or county authorities that are granted funding and/or production assistance are themselves responsible for project implementation and organization. All projects must be led by a professional art consultant.

13. Reporting

All funding recipients must submit a final report to KORO no later than three months after the project's end date. Reports must be submitted via KORO's online application portal on KORO's website. The final report must include an artistic and technical report, financial information and documentation.

The artistic and technical report should describe how the project was implemented. In addition, you must submit documentation in the form of image files, sound files and similar materials. You should include links to media coverage where relevant. The materials we receive will be made available for art historical research, among other things.

Your accounts should show how the funding has been used, and should be organized to facilitate a comparison with your original budget. You must show that the funding has been used in accordance with the information provided in your application and the conditions set out in the funding offer letter. You must separately itemize all funding received from KORO and any funding received from other sources. You must keep receipts as you may be asked to produce them. If there is a discrepancy of more than 10 percent between the final accounts and the budget submitted with your funding application, you must include an explanatory note.

All or part of your funding can be revoked if your report is not submitted within the deadline.

14. Payment

Payments to artists and curators are made in instalments. The first 80 percent of the funding is paid when the applicant accepts KORO's conditions in the funding offer letter. The remaining 20 percent is paid once KORO has received and approved the final report.

Payments to municipalities and county councils are made in arrears once KORO has received and approved the final report. In exceptional circumstances and on written request, up to 80 percent of the funding amount may be paid out earlier.

15. Auditing

Grants of over NOK 400,000 must be audited. This does not apply to organizations that are subject to municipal or other public-sector auditing.

16. Retention and repayment of funding

KORO has the right to retain funding and/or require that amounts paid out are repaid in the following circumstances: the funding has not been used for the envisaged purpose; the funding was awarded on the basis of incorrect information; or there has been some other material breach of the funding conditions.

You must inform Public Art Norway immediately of any material changes to your project (including changes to the budget or schedule). KORO reserves the right to withdraw the funding if the reasons for awarding it no longer exist.

If a successful applicant's involvement in the project is scaled back after KORO has approved the funding, KORO reserves the right to reconsider its decision, and may revoke approval of the funding.

17. Other conditions

All public engagement and marketing materials and activities must state clearly that the project is:

- supported by KORO;
- produced and/or curated in collaboration with KORO; or
- produced by KORO.

You must pay any collaborating partners in compliance with the relevant contracts, payment terms and recommended rates of pay. Information about such payments should be included in budgets, reports and accounts. The art consultant should be paid at least the hourly rate agreed between artists' unions and the Ministry of Culture. For guidance about rates of pay, please refer to KORO's website.

Note that KORO has the right to attach special conditions when awarding funding. Any such conditions will be specified in the funding offer letter.

Part II Initiatives to develop knowledge and competence

1. Objectives

Funding for initiatives to develop knowledge and competence is intended to increase competence and generate new knowledge in the field of public art. The programme is targeted primarily at arts professionals working in local or regional contexts.

2. Who can apply?

Artists, curators, municipalities, county authorities, art centres and other people and bodies involved in public art.

3. What can I/we apply for?

You can apply for funding for initiatives to develop knowledge and competence. Such initiatives could include lectures, courses, seminars, conferences, publication and so on.

4. Self-funding

The same rules apply as for funding for art projects (see Part I, clause 6).

5. Application requirements

You must submit your application form via KORO's online application portal before the application deadline. Your application must comply with KORO's current requirements and guidelines. Applications that are received after the deadline or that fall outside the scope of the funding programme will be rejected.

Your application must include:

- information about the person(s) responsible for the planning, financial management and implementation of the project;
- a description of the project, including information about its background, artistic content and objectives;
- a proposed schedule, budget and a documented funding plan;
- a plan for the organization of the project, a public engagement strategy and a plan for documenting the project; and
- if relevant, a description any assistance or collaboration that will be required from KORO

Mandatory attachments:

- CVs for the project managers(s) and other professionals who have a key role in the project.
- Visual materials, drafts, plans and other relevant reference materials

6. Evaluation of applications

Applications for funding for initiatives to develop knowledge and competence are evaluated by an expert committee appointed by KORO.

7. Reporting and payments

All funding recipients must submit a final report to KORO no later than three months after the project's end date. Reports must be submitted via KORO's online application portal on KORO's website. The final report must include an artistic and technical report, financial information and documentation.

The artistic and technical report should describe how the project was implemented. In addition, you must submit documentation in the form of image files, sound files and similar materials. You should include links to media coverage where relevant. The materials we receive will be made available for art historical research, among other purposes.

Your accounts should show how the funding has been used, and should be organized to facilitate a comparison with your original budget. You must show that the funding has been used in accordance with the information provided in your application and the conditions set out in the funding offer letter. You must separately itemize all funding received from KORO and any funding received from other sources. You must keep receipts as you may be asked to produce them. If there is a discrepancy of more than 10 percent between the final accounts and the budget submitted with your funding application, you must include an explanatory note.

All or part of your funding can be revoked if your report is not submitted within the deadline.

Your funding will be paid following approval of your final report and following your submission of an EHF invoice.

8. Retention and repayment of funding

The same terms and conditions apply as for funding and support for art projects (see Part I, clause 16).

9. Other conditions

The same terms and conditions apply as for funding and support for art projects (see Part I, clause 17).