**Annex to application for Craft and design projects in Denmark and abroad**

This Annex consists of three parts, which must all be completed:

**Part 1: Project description**

**Part 2: Budget**

**Part 3: Financing**

1. **PROJECT DESCRIPTION (max 1 page, 2400 keystrokes)**

|  |  |
| --- | --- |
| **Title of project:**  (the same as in the Grant Portal) | |
| When possible **project location:**  (e.g. exhibition venue, indicate name, address and website) | **Project period**:  (indicate start and end dates. Please note start date is the date for first expenses) |
| **Short description of the proposed project**  (e.g. exhibition, book, lecture):  **Description of the proposed project:**   1. Write a brief summary (WHO, WHAT, WHERE, WHEN AND HOW) 2. Describe the proposed project and its intention:   *What is the idea and how will you realize it?*  *How does the project develops and challenges you or the field?*  *Who and what is the project for?*   1. Describe potential partners | |
|  | |

1. **Project budget (expenses)**

* All amounts are calculated in Danish kroner, DKK.
* If you are VAT-registered, the requested amounts that contain VAT must be indicated excluding the VAT you can get refunded via SKAT (Danish Tax Agency).
* If you are part of a group of partners who do not share the same company ID number and intend to share the funding, you must each submit an application with identical project name and annexes. On the budget form, each applicant must indicate their share of the total amount.
* A possible grant is paid to the applicant's NemID account, linked to the Danish CPR/CVR number used when logging in to the grant portal.
* If necessary, add extra rows to the table yourself.

|  |  |
| --- | --- |
| **The project’s total budget amount** | DKK |
| For projects with more applicants, please fill in name of collaborators |  |
| For projects with more applicants, please fill in the amount you apply support for | DKK |
| **EXPENSES**  (include only expenses for which support is being applied to the Danish Arts Foundation Committee for Crafts and Design)  **e.g.: materials, transportation and insurance of works, photography, travel and hotel costs etc.** | |
| Description of expense | DKK |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total expenses** | DKK |

1. **Project financing (income)**

* Please indicate below which grants you have applied for, are planning to apply for or have already been awarded.
* If necessary, add extra rows to the table yourself.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Applied**  **DKK** | **Planning to apply**  **DKK** | **Awarded**  **DKK** |
| Amount requested from the Danish Arts Foundation Committee for Crafts and Design Project Funding |  |  |  |
| Other grants from the Danish Arts Foundation (specify program) |  |  |  |
| Other government grants (specify name) |  |  |  |
| Grants from foundations (specify name) |  |  |  |
| Grants from sponsors (specify name) |  |  |  |
| Applicant's own financing |  |  |  |
| Institution's / gallery's / organizer's financing |  |  |  |
| Other grants (specify) |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total income** |  |  |  |