

SPOT Grants - Formal requirements/checklist for the submission of the grant application

- Grant applications for exhibitions/presentations need to be submitted at least 1 month before the event's opening;
- SPOT Documentatie grants may be applied for throughout the year;
- The entire SPOT grant application should be submitted in digital form to spotsubsidies@stroom.nl;
- Questions about a SPOT grant application should also be emailed to spotsubsidies@stroom.nl.

A SPOT grant application consists of the following documents:

- Application form
 - please submit the completed application form as a single document (i.e. do not send it in separate pages);
 - a budget template (*modelbegroting*), which can be downloaded from the Stroom website.
 - please ensure that the provided budget and coverage plan are balanced and itemised – in other words, included both your expected income and expenditure in the 'budgeted' column;
 - Stroom's contribution will not exceed 75% of the total expenditure, and may not exceed the maximum amount stipulated for the grant in question (Documentatie grants are a maximum of € 600, Individuele tentoonstelling grants a maximum of € 1,500/2,000 and Groepstentoonstelling grants a maximum of € 3,000/4,000);
 - Enter income from own sources in the budget's 'Income' item. This income should amount to at least 25% of the total expenditure.
- Website www.haagsekunstenaars.nl
 - Update your CV and visual documentation before submitting your application.
- Substantive description of the artistic objectives of the exhibition:
 - only required for
 - applications for a SPOT Individuele tentoonstelling grant in excess of € 1,000;
 - maximum of 2 A4-size pages;
 - all applications for a SPOT Groepstentoonstelling grant;
 - maximum of 3 A4-size pages.
- CVs
 - only required for
 - applications for a SPOT Groepstentoonstelling grant submitted by individuals who are not registered as an artist at Stroom Den Haag;
 - maximum of 1 A4-size page.
- Documentation about an exhibition venue
 - only required for
 - exhibition venues outside The Hague;
 - include a link to website and/or photographic impression of the exhibition venue/programme applications (please merge the photos into a single PDF file or Word document, with a maximum size of 5 Mb – i.e. do not send separate pictures).