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# Förderantrag Modellprojekte zur Erhaltung des schriftlichen Kulturguts Bewilligung

Heruntergeladen am 19.06.2025

<https://fimportal.de/xzufi-services/102541834/B100019>

Modul	Sachverhalt
Leistungsschlüssel	99148044017000
Leistungsbezeichnung I	Förderantrag Modellprojekte zur Erhaltung des schriftlichen Kulturguts Bewilligung
Leistungsbezeichnung II	Apply for funding for model projects for the preservation of written cultural heritage
Typisierung	1 - Bund: Regelung und Vollzug
Quellredaktion	Bund
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	
Verrichtungskennung	Bewilligung (17)
SDG-Informationsbereich	Zugang zu Finanzmitteln auf nationaler Ebene

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Lagen Portalverbund	Förderung von Kultur (2060800), Förderung von Bildung und Forschung (2060900)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	19.11.2024
Fachlich freigegeben durch	The Federal Government Commissioner for Culture and the Media (BKM)
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/bho/_23.html">https://www.gesetze-im-internet.de/bho/_23.html</a> <a href="https://www.gesetze-im-internet.de/bho/_44.html">https://www.gesetze-im-internet.de/bho/_44.html</a> <a href="https://www.verwaltungsvorschriften-im-internet.de/bsvwvbund_14032001_DokNr20110981762.htm">https://www.verwaltungsvorschriften-im-internet.de/bsvwvbund_14032001_DokNr20110981762.htm</a> <a href="https://www.gesetze-im-internet.de/vwvfg/_36.html">https://www.gesetze-im-internet.de/vwvfg/_36.html</a> <a href="https://www.gesetze-im-internet.de/vwvfg/_48.html">https://www.gesetze-im-internet.de/vwvfg/_48.html</a> <a href="https://www.kek-spk.de/foerderung/kek-modellprojektfoerderung">https://www.kek-spk.de/foerderung/kek-modellprojektfoerderung</a>
Teaser	If you are an archive, museum, library, university or similar institution that preserves written cultural assets, you can apply for funding for model projects for the preservation of written cultural assets under certain conditions.
Volltext	<p>The Coordination Office for the Preservation of Written Cultural Heritage (KEK) supports model projects for the sustainable preservation of written cultural heritage in archives and libraries with funds from the Federal Government Commissioner for Culture and the Media (BKM) and the Cultural Foundation of the Federal States.</p> <p>You can decide for yourself whether you want to acquire theoretical knowledge about conservation or gain practical experience as part of the pilot project. You can receive funding of up to EUR 30,000 per year if:</p> <ul style="list-style-type: none"> <li>• Your project is innovative, exemplary or has an impact on the public.             <ul style="list-style-type: none"> <li>• Archive holdings,</li> <li>• library holdings,</li> <li>• professional competence,</li> <li>• research,</li> <li>• emergency preparedness or</li> <li>• public relations work.</li> </ul> </li> </ul>

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• Your project content can be assigned to one of the following categories:

- which are unique and
- which are associated with the scientific, cultural or historical significance of the holdings.

• Your measure can be used to secure objects in archives and libraries,

You will not receive funding for

- Projects that you have already started or completed.
- Projects that you are unable to finance with a substantial contribution of your own or with third-party funding.
- Projects for the conservation of graphic artworks, paintings and other works of fine art.

The decision to fund your project will be based on one of the following criteria:

- Exemplary nature
- Public impact
- innovation

Eligible costs are

- all costs incurred in the implementation of the project,
- expenditure for external services,
  - expenses for working materials and consumables or
  - public relations work that can be directly allocated to the project.
- ancillary costs such as

Costs that are not eligible for funding are

- Expenditure on permanent staff and project-related personnel,
- investments,
- expenditure for permanent exhibitions or measures to be carried out regularly,
- expenditure for necessary structural and technical measures,
- the procurement of work equipment or
- expenditure for measures to maintain the operational functionality of your institution, such as magazine cleaning.

After approval, you can request funding for the costs incurred from the CEC in accordance with the details in the grant notification. The funds will then be paid out to you during the project period so that the costs incurred can be paid directly from the funding.

You submit your funding application to the CEC.

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	You are not entitled to funding approval.
<b>Erforderliche Unterlagen</b>	<p>You must submit the following with your application</p> <ul style="list-style-type: none"> <li>• qualified cost estimate</li> <li>• Commitments or confirmations of the provision of third-party funds (if applicable)</li> </ul> <p>You must submit the following for acceptance of the grant notification:</p> <ul style="list-style-type: none"> <li>• Confirmation of receipt and waiver of appeal form</li> </ul> <p>To request the funding, you must submit</p> <ul style="list-style-type: none"> <li>• Request for funds form</li> </ul> <p>Once you have completed your measure, you must submit the following documents:</p> <ul style="list-style-type: none"> <li>• Proof of use and project report to monitor success, including numerical evidence</li> </ul>
<b>Voraussetzungen</b>	<p>Applications may be submitted by</p> <ul style="list-style-type: none"> <li>• who keep written cultural property and</li> <li>• whose holdings are accessible to the public.</li> <li>• legal entities under public or private law based in Germany,</li> </ul> <p>These include</p> <ul style="list-style-type: none"> <li>• Archives, libraries, museums, universities or comparable institutions (also sponsored by a religious community, an association or a foundation)</li> </ul> <p>Further requirements:</p> <ul style="list-style-type: none"> <li>• Your project is innovative, exemplary or has an impact on the public.</li> <li>• You have not yet started the project.</li> <li>• Your project is financed to a substantial extent from your organization's own budget funds or from other third-party funding. <ul style="list-style-type: none"> <li>• Archive holdings</li> <li>• Library holdings</li> <li>• Professional expertise</li> <li>• research</li> <li>• Emergency preparedness</li> <li>• Public relations</li> </ul> </li> <li>• Your project content can be assigned to one of the following categories:</li> </ul> <p>Further requirements for projects for the restoration or conservation of written cultural heritage:</p> <ul style="list-style-type: none"> <li>• Objects or groups of objects of high cultural-historical value,</li> <li>• Objects or groups of objects of supra-regional</li> </ul>

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importance,

- Objects or groups of objects with high utilization and high multi-perspective or comparative evaluation potential,

- valuable unique works and rare items with intrinsic value, and

- Objects or groups of objects that are indispensable for safeguarding teaching, research and administration in the long term.

- You want to restore or conserve historically or scientifically significant writings. These include:

- These are originals or, in the case of multiple transmissions, you can provide evidence of coordination with other depositories in order to avoid multiple treatments.

- You can ensure that the objects are appropriately housed and secured in the long term after the measure.

## Kosten

There are no fees.

## Verfahrensablauf

You must apply for funding online or in writing to the Coordination Office for the Preservation of the Written Cultural Heritage (KEK).

Apply for funding online:

- You will need an electronic ID document for the online application, for example your ELSTER organization certificate or personal ELSTER certificate.

- Go to the website of the federal portal [verwaltung.bund.de](http://verwaltung.bund.de) and fill in the application form electronically.

- Upload the required documents as a file (in the file formats PDF, DOC, JPEG, PNG, maximum 10 megabytes per file) and send the application.

- You will receive an electronic confirmation that your application has been received.

- If required, you can submit an application for an early start of the measures within the electronic form.

Alternatively, this can be done informally afterwards by e-mail to the CEC.

- You will be informed by the CEC by post and in parallel by e-mail whether your project will be funded.

- You may only start your project once you have received the funding approval or the approval of the early start of measures.

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• Once you have completed your project, you must submit all relevant documents to the CEC as proof (see section "Required documents"). Please use the form on the CEC website.

Apply for funding in writing:

- Go to the CEC website and complete your application for funding electronically.
- Print out the application and have it signed by a legally authorized signatory.
- Send the application in PDF format by e-mail to the CEC.
- Also send the application with all required documents by post to the CEC.
- You will receive an electronic confirmation by e-mail that your application has been received.
- If required, you can submit an application for an early start of the measures within the application form. Alternatively, this can be done informally afterwards by e-mail to the KEK.
- You will be informed by the CEC by post and in parallel by e-mail whether your project will be funded.
- You may only start your project once you have received the funding approval or the approval of the early start of measures.
- Once you have completed your project, you must submit all relevant documents to the CEC as proof (see section "Required documents"). Use the form on the CEC website for this purpose.

Please note:

Seek advice from the CEC before submitting your application. You can also ask the CEC any questions you may have regarding the funding of your pilot project.

## Bearbeitungsdauer

4 - 5 Monat(e)

## Frist

Application: • Receipt of the application in electronic and paper form by January 31 of each year  
 Proof of use of the funds: • for funding in accordance with the General Auxiliary Provisions for Project Funding (ANBest-P): 6 months after completion of the project • for funding in accordance with the General Auxiliary Provisions for Project Funding Grants to Local Authorities and Associations of Local Authorities (ANBest-GK): 12 months after completion of the project

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weiterführende Informationen	<a href="https://www.kek-spk.de/foerderung">https://www.kek-spk.de/foerderung</a> <a href="https://kulturstaatsministerin.de/DE/kunst-und-kulturf/foerderung/kultureinrichtungen/bibliotheken-und-archi/ve/erhaltung-schriftlichen-kulturguts/erhaltung-schriftli chen-kulturguts_node.html">https://kulturstaatsministerin.de/DE/kunst-und-kulturf/foerderung/kultureinrichtungen/bibliotheken-und-archi/ve/erhaltung-schriftlichen-kulturguts/erhaltung-schriftli chen-kulturguts_node.html</a> <a href="https://www.kek-spk.de/foerderung/kek-modellprojekt/foerderung">https://www.kek-spk.de/foerderung/kek-modellprojekt/foerderung</a> <a href="https://www.kek-spk.de/foerderung/kek-modellprojekt/foerderung">https://www.kek-spk.de/foerderung/kek-modellprojekt/foerderung</a> <a href="https://www.kek-spk.de/projekte">https://www.kek-spk.de/projekte</a>
Hinweise	There are no indications or special features.
Rechtsbehelf	• Contradiction
Kurztext	<ul style="list-style-type: none"> <li>• Application for funding Model projects for the preservation of written cultural heritage Approval               <ul style="list-style-type: none"> <li>• for the preservation of written cultural heritage that is unique,</li> <li>• is subject to a special collection mandate or</li> <li>• has outstanding (cultural) historical significance,                   <ul style="list-style-type: none"> <li>• Archive holdings,</li> <li>• library holdings,</li> <li>• professional competence,</li> <li>• research,</li> <li>• emergency preparedness,</li> <li>• public relations.</li> </ul> </li> <li>• that are innovative, exemplary or have an impact on the public and fall into the following categories:</li> </ul> </li> <li>• Projects are funded:</li> <li>• Applications for funding can be submitted by institutions for the preservation of written material such as libraries or archives.</li> <li>• Amount of funding: up to EUR 30,000 per year</li> <li>• There is no legal entitlement to funding</li> <li>• Information from: Coordination Office for the Preservation of Written Cultural Heritage (KEK)</li> <li>• Application possible via: the federal portal or in writing using the application form at the Coordination Office for the Preservation of the Written Cultural Heritage (KEK)</li> <li>• Responsible: The Federal Government Commissioner for Culture and the Media (BKM) and the Cultural Foundation of the Federal States (KSL)</li> </ul>

Modul	Sachverhalt
Ansprechpunkt	
Zuständige Stelle	
Formulare	<ul style="list-style-type: none"> <li>• Forms: yes</li> <li>• Online procedure possible: no</li> <li>• Written form required: yes</li> <li>• Personal appearance required: no</li> </ul> <a href="https://www.kek-spk.de/foerderung/formulare">https://www.kek-spk.de/foerderung/formulare</a>
Ursprungsportal	Förderantrag Modellprojekte zur Erhaltung des schriftlichen Kulturguts Bewilligung, Förderantrag Modellprojekte zur Erhaltung des schriftlichen Kulturguts Bewilligung