



Short Information about the course of the support

As soon as possible

- Return the signed copy of the contract via email to application@evs-musikstiftung.ch.
- In case return the signed declaration of reference to the Ernst von Siemens Music Foundation in the score. This declaration must be sent back together with the copy of the contract. A separated sending cannot be accepted.
- Inform cooperation partners / composers / publishers about the support, so they can include the reference to the foundation in their media and if applicable in the score.
- Inform the foundation about project related media that has already been published without reference to the foundation.
- Send a copyright-free, landscape-format image in printable resolution (with a width of at least 3,000 pixels) as a JPG, PNG or TIFF (file size should not exceed 8 MB) for the homepage of the foundation to netz@evs-musikstiftung.ch

In course of the planning of the project

- Inform the foundation about all changes of the project or the budget. All changes have to be approved by the foundation. This shall apply for the entire project even if only part of the project is being supported.
- Reference according to the contract in all project-related media. All media must be presented for advance clearance by email. Between submission and printing have to be at least two working days. The Grant Recipient is responsible for the correct reference of the cooperation partners.
- Link to the logos: <https://www.evs-musikstiftung.ch/en/applications/applications/downloads.html>

Middle / end June

- Control the transfer of the first part of the grant. Declare this within 10 days with the form that is available for download on the homepage of the foundation. Send the completely filled in form as PDF-file via e-mail.
- Link to the form: https://www.evs-musikstiftung.ch/sites/default/files/evs_acknowledgement_form_0.pdf

Until three months after the end of the project

- Submit a written report and a statement of expenditure to the foundation. A checklist can be found on the homepage of the foundation
- Link to the checklist: https://www.evs-musikstiftung.ch/sites/default/files/checkliste_abschlussbericht_en_dez_19.pdf

Contact

Please contact with all questions / information about the course of the project / the report etc.:

Jennifer Beigel and Isabel Berkenbrink
E-Mail: application@evs-musikstiftung.ch
Telephone: +49 (0) 89 78 05 - 315 38 / - 315 41

Please contact with all documents for clearance and the visual for the homepage:

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E-Mail: netz@evs-musikstiftung.ch
Telephone: +49 (0)89 78 05 - 315 36